

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, February 8, 2018 at 5:30 p.m.
Sudbury East Planning Board Office
39 Lafontaine Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Paul Schoppmann, Phil Belanger, Denny Sharp, Jim Rook, Greg Hunt, Carol Lemmon

MEMBERS ABSENT: Heidi Ralph, Ned Whynott, Ginny Rook

OFFICIALS PRESENT: Matthew Dumont, Director of Planning/Secretary-Treasurer
Nancy Roy, Administrative Assistant

PUBLIC PRESENT: Andrew Bryanton, Paul Sharp

1. MEETING CALLED TO ORDER

Chair Bigras called the meeting to order at 5:30 p.m.

2. ADOPTION OF THE AGENDA

Resolution: 18-01

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of February 8, 2018 be adopted as distributed.

MOVED BY: Jim Rook

SECONDED BY: Phil Belanger
Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosures of Pecuniary Interest.

4. ADOPTION OF MINUTES

a) Sudbury East Planning Board – Regular meeting of December 7, 2017 be adopted as distributed.

Resolution: 18-02

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of December 7, 2017 be adopted as distributed.

MOVED BY: Phil Belanger

SECONDED BY: Denny Sharp
Carried

5. PRESENTATION/DELEGATION

a) Audit

Andrew Bryanton, KPMG, presented the draft 2017 Financial Statement to the Board. Mr. Bryanton discussed the Balance Sheet and Income Statements, explaining each of the accounts. Member Rook had questions pertaining to the surplus in income for 2017 pertaining to the development applications. Mr. Bryanton explained that the surplus was due to the applications received being greater than the previous year and the increase in application fees in 2017 contributed to the surplus also.

There were no further comments or questions from the Board.

Resolution: 18-03

BE IT RESOLVED THAT the 2017 Audited Financial Statements submitted by the accounting firm of KPMG be accepted.

MOVED BY: Paul Schoppmann

SECONDED BY: Jim Rook

Carried

6. ZONING CONFORMITY PERMITS

a) Fourth Quarter 2017

The Zoning Conformity Permits issued for the Fourth Quarter of 2017 were presented to the Board.

7. CONSENT APPLICATIONS

The chair advised that a Public Hearing will be held before the Planning Board makes a decision on a Consent Application. Also that the analysis and discussion serves two purposes: first, to present to the Planning Board and the public the details and background to a proposed Consent Application; and second, to receive comments from the public and agencies before a Planning Board decision is made.

The Director of Planning Advised that Notice of the Public Hearing was posted in the Planning Board office and sent by First Class Mail to assessed owners within 60 metres of the property subject to the Consent Applications and to those persons and agencies likely to have an interest in the applications. The Notice was sent on December 18, 2017, being over fourteen (14) days prior to this evenings meeting (B/27/17/FR-Benoit Pitre), (B/01/18/SC- James Lee and Dorcas Ann Ropp)(B/02/18/MW-Jerry Vis and Ellen Simon)(B/03/18/MW-1582674 Ontario Incorporated) was sent on January 19, 2018. Included with the Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulation was provided in accordance with the provisions of the Planning Act, R.S.O., Chapter P.13.

a) B/27/17/FR- Benoit Pitre

No member of the public was present for questions or comments from the Board. The Director of Planning summarized the application. The lands are located on the east side of Boisvert Road. The area predominately consists of waterfront residential properties which have frontage on Boisvert. The application for consent proposes to sever one lot of 2.20 hectares in area and 319.0 metres of frontage from the southerly side of the property.

The associated application for Zoning By-law Amendment rezoned the proposed severed lands from the current Rural (RU) to Residential Rural (RR) to recognize the intended size and use of the lot. The public hearing was held at the Municipality of French River on January 17th, 2018 which received approval from Council.

With respect to Official Plan policies; Section 3.5 contains policies respecting Significant Habitat of Endangered and Threatened Species and Wetlands. The Proposed Amending By-law had a special provision under By-law 2014-23 of the Municipality of French River, to ensure development and site alteration, including the removal of vegetation is restricted 30.0 metres from the unevaluated Wetland (Retained Lot). Vegetation removal and disturbance outside of the development envelopes should be minimized.

With respect to zoning; the minimum lot area and the minimum lot frontage for new lot creation in the residential rural (RR) is 0.80 hectares and 60.0 metres respectively; the proposed severed and retained lot would comply with these regulations, the application was supported.

With respect to agency comments;

Municipality of French River: No concerns with the application.

The Ministry of Natural Resources and Forestry: The wetland is deemed Blanding's Turtle habitat, and the habitat extends 30m from the wetland's edge. A buffer may be considered in this case. Also, there is potential for Whip Poor Will (threatened species), Eastern Meadowlark (threatened), Bobolink (threatened) and Barn Swallow (threatened). Surveys would be required.

Bell Canada: Has no concerns or easement requirements.

The application meets the policies of the PPS and OP with respect to limited rural development on appropriate services.

There were no other comments or questions from the Board.

Resolution: 18-04

BE IT RESOLVED THAT Consent Application B/27/17/FR submitted by Benoit Pitre be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Denny Sharp

SECONDED BY: Phil Belanger

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

b) B/01/18/SC – James Lee and Dorcas Ann Ropp

The Director of Planning summarized the application. The subject property is located at 115 Turcot Road in the Municipality of St. Charles. The application proposes to separate two original parcels which have merged on title due to the pattern of ownership. The proposed severed parcel has an area of 28.6 hectares and a frontage of 201.0 metres and is presently vacant. The proposed retained lot will have an area of 34.7 hectares and a frontage of 402.0 metres and contains an existing dwelling and accessory structures.

With respect to Official Plan policies, separation of lots that have merged on title is permitted and the application was also reviewed with respect to the criteria for creation of a new vacant lots. No constraints or issues were identified.

Both lots will continue to meet the requirements of the Rural Zone.

No comments were received through agency circulation or through public consultation.

The application can be supported from a planning perspective,

There were no other comments or questions from the Board.

Resolution: 18-05

BE IT RESOLVED THAT Consent Application B/01/18/SC submitted by James Lee and Dorcas Ann Ropp be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Denny Sharp

SECONDED BY: Jim Rook

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

c) B/02/18/MW – Jerry Vis and Ellen Simon

No one was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on the north side of Rabbit Trail Road, west of Highway 539 and east of Molly Road in the Municipality of Markstay-Warren. The application for consent is for a lot addition of 21.0 hectares which is intended to provide additional amenity and recreational use to the adjacent property, known municipally as 338 Rabbit Trail Road.

The lot addition does not affect any provincial interests under the PPS, generally lot boundary adjustments are permitted by the OP

With respect to the official plan, Section 4.5.1 outlines instances where consent is permitted, including lot boundary adjustment.

With respect to zoning, once the severance has been completed, the proposed retained will continue to meet these requirements, having a lot area of 137.0 hectares and a frontage of 508.0 metres. Once the severed lot is added to the adjacent parcel, the proposed enlarged lot will continue to meet these requirements as well, having a lot area of 28.0 hectares and a frontage of 258.0 metres.

With respect to agency circulation, no comments were received or from the public.

The application can be supported from a planning perspective provided that the attached conditions area fulfilled with respect to consolidation of the lot addition.

There were no other comments or questions from the Board.

Resolution: 18-06

BE IT RESOLVED THAT Consent Application B/02/18/MW submitted by Jerry Vis and Ellen Simon be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Greg Hunt

SECONDED BY: Phil Belanger

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

d) **B/03/18/MW – 1582687 Ontario Incorporated**

No one was present for questions or comments from the Board.

The Director of Planning summarized the application. The lands are located on the south side of Highway 17 East and north of the Nepewassi River. The application for consent is for a lot addition of 1.37 hectares and adds such lands to Kate's Kountry Kitchen. The proposed severed lot is presently vacant and is intended to accommodate the new location for the restaurant and to provide additional parking and landscaping.

Lot boundary adjustments, such as what is proposed is permitted by the policies of the Official Plan.

With respect to zoning – the proposed lot addition does not require re-zoning from rural to commercial highway because severed portion of the lands are zoned consistently with the lot to which it is to be added too. The entire enlarged parcel will be zoned Commercial highway (CH).

With respect to agency review, MTO has advised they have no objection in principle provided deeded right-of-way access over the shared entrance is to be registered on title to both lots; a copy of the draft reference plan of survey illustrating the right-of-way and a copy of the draft transfer/deeds showing the right -of-way in favour of both lots must be provided to MTO for review and approval prior to registration and one of the two existing entrances will be decommissioned – for that reason, I have included a condition to place the property under site plan control and to ensure that the new location of the restaurant, parking area and existing facilities address safety, attractiveness and compatibility with adjacent uses. Section 6.35 provides requirements for buffering of parking areas for more than 6 vehicles. The site plan process will be triggered through the building permit process.

Bell Canada had no concerns or easement requirements.

Union Gas Limited does have a main line within the area for which they do have easement rights. The purchaser of the property needs to be aware of these easement requirements

The Municipality of Markstay-Warren had no concerns or objections.

No other comments were received through agency circulation or from the public.

The application can be supported from a planning perspective, subject to the attached conditions.

Members Sharp, Hunt and Schopmann questioned whether or not the future plans of a new highway being constructed east of Sudbury would effect this application. Member Belanger responded that the construction is planned to stop in Hagar Ontario.

Member Sharp commented that there may be a possibility for a request from MTO to require a turning lane added to Highway 17. Director of Planning reassured him that MTO has submitted their conditions and that was not one of them.

There were no other comments or questions from the Board.

Resolution: 18-07

BE IT RESOLVED THAT Consent Application B/03/18/MW submitted by 1582687 Ontario Incorporated be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Phil Belanger

SECONDED BY: Greg Hunt

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

8. NEW BUSINESS

a) Budget – 2018

The Director of Planning discussed the Draft Budget provided to the Board members in the meeting files. There are slight increases for some of the Municipalities in Household Counts, this contributes to the surplus income compared to the previous year. There has been no increase in the apportionment fees billed to the Municipalities. There has been set in place a reserve portion due to commencing the Official Plan Update. A secondary reserve has also been put in place for New Equipment in the event that the current appliances would fail.

Member Schoppmann reviewed the application counts and questioned the Director Of Planner whether or not he was comfortable with those choices. The Director Of Planning reassured Member Schoppmann that he was very confident with the numbers inputted into the budget pertaining to applications. All Members present were appreciative of the effort included in the Budget process.

There were no further questions or comments from the Board.

Resolution: 18-08

BE IT RESOLVED THAT the draft budget recommended by the Director of Planning, dated February 8, 2018 be adopted as the Sudbury East Planning Board's official budget for the fiscal year 2018.

MOVED BY: Greg Hunt

SECONDED BY: Paul Schoppmann

Carried

9. BUSINESS ARISING FROM PREVIOUS MINUTES

No new business

10. NOTICES OF MOTION RECEIVED BY THE SECRETARY-TREASURER PRIOR TO THE CLOSING OF THE MEETING

No Notices of Motion were received

11. PAYMENT OF VOUCHERS

a) December 2017 and January 2018

Resolution 18-09

BE IT RESOLVED THAT the statement of disbursements for the month of December 2017 in the amount of \$23,940.89 and the month of January 2018 in the amount of \$23,178.53 to be distributed and is hereby approved for payment.

MOVED BY: Jim Rook

SECONDED BY: Greg Hunt

Carried

12. ADJOURNMENT

Resolution: 18-10


BE IT RESOLVED THAT the Meeting be adjourned at 6:17 P.M.

AND THAT the next regular meeting be held on March 8th, at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Carol Lemmon

SECONDED BY: Phil Belanger

Carried.



CHAIR



SECRETARY-TREASURER