



Planning and Protection Committee Action Report  
for the October 4<sup>th</sup>, 2011 meeting held in the  
Council Chambers following Physical Environment Committee

**PRESENT:** Mayor LeBlanc, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Probert, Councillor Strike, Duncan Rogers, Clerk, Paul Knowles, Chief Administrative Officer, Les Reynolds, Director of Protective Services, Lisa Young, Director of Planning and Development

- 1) **DECLARATION OF PECUNIARY INTEREST** - now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK** - with the secretary
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM?**

**The following items are for information only and will not be discussed unless the Committee chooses to do so. The Chair will entertain a motion to receive and file for those items not pulled out for discussion.**

122410      Received from    Les Reynolds, Director of Protective Services  
                 Addressed to      Planning and Protection Committee  
                 Date                September 27<sup>th</sup>, 2011  
                 Topic                OWFC Activity Report

**SUMMARY**

The August activity report is attached.

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and File

**COMMITTEE DECISION**

Receive and File

**TO BE DISCUSSED**

122075            Received from    Councillor Doug Black  
 Addressed to    Planning and Protection Committee  
 Date                January 26<sup>th</sup>, 2011  
 Topic                Revisions to Section 3.35 Parking Restrictions in Residential Designations

**SUMMARY**

Councillor has requested that Section 3.35 Parking Restrictions in Residential Designation be amended to eliminate of storage of motor homes in required front yard setbacks.

**UPDATE 1**

Staff have undertaken a review of the provisions related to recreational vehicles from the following municipalities: Arnprior, Beckwith, Brockville, Gananoque, Mississippi Mills, Perth, Renfrew, and Smiths Falls.

The following table summarizes the provisions of the above noted municipalities.

<b>Municipality</b>	<b>Definitions</b>	<b>Summary of Provisions</b>
Arnprior	-Recreational vehicle -Trailer -Trailer, tent or travel	-restrict to 10% of lot area -permitted to be located in garage or carport or within side lot within a 1.2 m setback
Beckwith	-Recreational vehicle -Trailer	No provisions
Brockville	-Recreational vehicle -Trailer	-one commercial vehicle permitted within private garage -not permitted to store on vacant lot -permit only 1 boat or trailer or other recreational vehicle not more than 10 m in length -permitted within rear and interior side yard on a properly surfaced parking area -allowed in front yard from May to October provided 5 m from curb or edge of paved street
Gananoque	-Recreational vehicle	No provisions
Mississippi Mills	-Motor home -Recreational vehicle	-Permit one boat, one tourist vehicle, one tourist trailer not greater than 8.5 m in length and two snowmobiles --parking and storage of recreational vehicle may be permitted for a period of not more than 72 hours in any one calendar month in front or exterior side yard
Renfrew	-Recreational vehicle -Trailer -Trailer, Park Model -Trailer, Tent or Travel	-limit of storing one recreational vehicle of any type except allow 2 snowmobiles and must be the owner -to be stored in private garage or carport or within rear yard or interior side yard but not closer than 1.0 m -no restriction on number of recreational vehicles provided stored within enclosed garage.
Smiths Falls	-Motor Home -Recreational vehicles	-Permit one boat, one tourist vehicle, one tourist trailer not greater than 8.5 m in length and two snowmobiles --parking and storage of recreational vehicle may be permitted for a period of not more than 72 hours in any one calendar month in front or exterior side yard

**122075 Continued**

Municipality	Definitions	Summary of Provisions
Carleton Place	-Recreation Vehicle -Trailer	-permitted in front yard provided minimum of 2.0m from curb or sidewalk. --parking and storage of recreational vehicle may be permitted for a period of not more than 72 hours in any one calendar month in front or exterior side yard within 2m setback. - Recreational vehicle can only be used for sleeping for a maximum of 30 days.

The definition of “Recreational Vehicle” is wide ranging and includes a variety of the following: travel trailer, tent trailer, park model trailers, vans, campers, motor home, boat and all vessels, boat trailer, snowmobile, all terrain vehicles, trail bikes, and trailers designed to accommodate them.

In order to better understand the impact associated with changing the existing provisions of the by-law, it would be advisable to undertake an inventory of the number of existing residential properties that comply with the existing provisions. This will allow Council the understanding of the number of properties that will be impacted by a potential change.

**UPDATE 2**

Staff have collected the attached data with respect to the number and location of recreational vehicles within the community. Data was collected on utility trailers, boats, snowmobile and all terrain vehicles (ATVs), recreational vehicles, and recreational trailers. Approximately twenty percent (20%) of property owners store some form of recreational vehicle on their property.

**UPDATE 3**

Any change to the existing provisions of the Development Permit Bylaw regarding parking and storage of vehicles would impact a significant number of property owners that use their yards for storage of recreational vehicles. The collection of this data may result in no change to the existing by-law. Alternatively, provisions for the storage of recreational vehicles could be taken out of the Development Permit by-law and included in a new by-law or included in the Property Standards By-law. This alternative would allow the enforcement officers the ability to respond to complaints and proceed with standard enforcement policies.

Prior to amending the by-law, the public (particularly those property owners that will be affected) should be notified and consulted of any proposed changes.

**COMMENT**

This item will be included with the information presented to the public as part of Communication 122364.

**STAFF RECOMMENDATION**

Receive and file.

**COMMITTEE DECISION**

Receive and File

122364

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Community Issues Committee  
Date August 8<sup>th</sup>, 2011  
Topic Pride in Community

**SUMMARY**

Council has discussed embarking on a program to improve the appearance of properties within the town. Some of the tools that could be utilized for this program include;

- pro-active enforcement of the Yard Maintenance components of Property Standards By-law:
- pro-active enforcement of the Grass Cutting By-law; and
- pro-active enforcement of the provision prohibiting temporary garage structures.

**COMMENT**

If Council is to proceed with this direction, a complete program should be organized and phased in next spring beginning with publicity and incentives (for example a tax funded spring clean up) followed by compliance notices and enforcement of by-laws. The 2012 budget would need to include funds for publicity and incentives and staff priorities would need to be realigned to allocate time to implement and enforce the by-laws related to the program.

Embarking on a program to improve the appearance of properties has a potential for significant impacts and Council should seek input from the community prior to proceeding.

**UPDATE**

Communication 122075 will be included in the information material that will be presented to the public.

**STAFF RECOMMENDATION**

That staff present the attached outline of the information that will be presented to the public at a future meeting.

**COMMITTEE DECISION**

THAT staff proceed with gathering of information and present to public at a future meeting.

**RECORDED VOTE**

Councillor Antonakos	Yea	Councillor Flynn	Yea
Mayor LeBlanc	Yea	Councillor Probert	Yea
Deputy-Mayor Sonnenburg	Yea	Councillor Strike	Yea

**CARRIED**

122383

Received from Lisa Young, Director of Planning and Development  
Addressed to Town of Carleton Place  
Date September 13<sup>th</sup>, 2011  
Topic DP3-02-2011 – 400 Franktown Road

**SUMMARY**

An application has been submitted for the development of a 3 storey, 27 unit apartment building at 400 Franktown Road. The proposed building will have 3 bachelor units, 6 one bedroom units and 18 two bedroom units. Vehicle access will be from Franktown Road with the majority of the parking area to be located in the rear of the building. The garbage enclosure and additional parking will be located on the east side of the building. The main entrance of the building faces the parking area and the adjacent residential units on Knox Street. There are a total of 41 parking spaces provided. Four of which are handicapped.

The development is proposing to maintain a similar setback, massing and size of building as the neighbouring condominium development. This will allow the existing vegetation along Franktown Road to be preserved.

**COMMENT**

The proposal is consistent the Provincial Policy Statements and development within a settlement area and the use of existing infrastructure services. The application is consistent with Section 4.2.3.7 of the Official Plan (OP) designation being Residential and the majority of the provisions of the Development Permit (DP) designation for Residential. In order to maintain the existing streetscape setback that has been established by the neighbouring condominium project, the front yard setback needs to be altered which also impacts the landscaped open space requirement in the rear yard. The project is only deficient by one percent and the placement of the building on the lot actually allows that landscaped open space to be located in the front yard.

Servicing for the property will be from an easement from Knox Street. There is a bylaw in place that deals with the financial requirements associated with the services that were installed in 1980's. In 1994, development of the property was considered and in Resolution No. 13-105-35 the Town agreed to accept a payment of \$20,000.00 for the Town to recover its cost associated with installing these services. The existing private services will be required to be removed and remediated and signed off by the approval authority. A fire hydrant will be required to be installed as part of this development and will be located at the rear of the property. These requirements will be included in the Development Permit Agreement.

The existing trees along Franktown Road have been incorporated in the landscape plan and will be preserved as part of this development. The Developer is proposing a 1.2 metre wooden privacy fence along the parking area on the east side of the development adjacent to the rear yards of the properties on Alexander Street. The garbage enclosure is also located adjacent to this parking area. It will be required to be enclosed as per the Development Permit provisions and additional landscaping will be required around the perimeter. The building design has patio doors with ground access for the first floor and balconies for the remaining floors. A landscape detail will be required to be provided to include a patio area and some landscape screening for these areas. In addition, the existing trees in the rear of the property will be required to be retained and preserved. Additional plants will be required in order to create a vegetated buffer between the existing residential rear yards and the parking area. This will need to be addressed on the landscape plan as well as on the grading and drainage plan.

**122383 Continued**

The proposed light standards detail will be required to be provided prior to final approval of the site and landscape plan. The exterior finish of the building is brick with architectural details such as quoins and soldier courses. The sections of the building where the balconies are located are projected in order to enhance the design of the building. The finishing products have not yet been provided.

There 41 parking spaces provided on site which allows for visitor parking and the required provisions indicated in the Development Permit Bylaw. A hammerhead will need to be incorporated in the parking lot design and the sidewalk will be required to be extended. There are limited areas for snow storage on the site which will require the snow to be removed and not stored on site. These provisions will be included in the agreement.

The site is not of a sufficient size to be able to provide an adequate park and there is an existing park in the neighbouring subdivision. The applicant will be required to pay 5% cash in lieu of parkland.

**UPDATE**

Committee requested clarification on the following issues:

- location of fire hydrant
- adequate snow storage
- number of handicapped parking spaces
- parkland dedication
- reinstate neighbouring property after installation of services
- fence on rear and west property line (sound barrier?)

These issues have been identified to the applicant however, revisions have not yet been provided.

**STAFF RECOMMENDATION**

Bring forward.

**COMMITTEE DECISION**

Bring Forward

122411

Received from County of Lanark  
Addressed to Town of Carleton Place  
Date September 25th, 2011  
Topic Consent application B124/2011 – Bennett Brothers Holdings Ltd.

**SUMMARY**

A consent application has been received for the property known municipally as 375 McNeely Avenue. The applicant is proposing to sever a vacant lot having a lot area of approximately 0.0992 ha. The retained lot has the existing automobile dealership which has a lot area of approximately 2.015 ha.

**COMMENT**

The Official Plan designation is Industrial- Commercial Special Policy Area (MC). This designation allows for certain limited Highway Commercial uses, such as, animal care, automobile body shop, contractors or tradespersons establishments, farm implement sales, farm supplies dealer, greenhouse, Laundromat and retail stores are also permitted uses in addition to those permitted in the Industrial designation.

**122411 Continued**

The Development Permit designation of the property is Employment. The effect of the application will be to create a vacant lot that will allow future development and retain the existing lot with the automobile dealership. Services to the lot will be provided from Hooper Street. Access to the lot will be from McNeely Avenue through a shared access that has already been established. The applicant will be required to pay fifty percent (50%) of the cost of the existing shared entrance. There is an existing drainage ditch that forms part of the Town's municipal system that requires documentation to be created in order to ensure a proper easement in favour of the Town. This will be required to be completed prior to severance of the land. This easement will become part of the severed lands.

Staff recommend approval of the severance with the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town.
2. That the applicant provides a digital copy of the reference plan (in NAD83 datum);
3. That the applicant provides the Town with a Building Location Survey or Surveyor's Certificate demonstrating that the lands severed and the lands retained are in compliance with all Development Permit provisions. The surveyor's information shall include confirmation of adequate frontage and area for both the severed and retained parcels along the maintained road.
4. That the applicant provides the required drainage easement in favour of the Town.
5. That the applicant provides documentation that the required shared costs for the shared entrance have been paid.

**STAFF RECOMMENDATION**

That staff forward comments and suggested conditions of approval to the County for consideration.

**COMMITTEE DECISION**

That staff forward comments and suggested conditions of approval to the County for consideration.

122412

Received from Les Reynolds, Director of Protective Services  
Addressed to Planning and Protection Committee  
Date September 27<sup>th</sup>, 2011  
Topic Parking on Stonewater Bay

**SUMMARY**

We have received complaints about people parking for extended periods of time in the section of Stonewater Bay between Crampton Drive and McDiarmid Lane. This makes it difficult for neighbourhood residents to stop to pick up their mail at the mailbox located there and increases the congestion on this street.

**STAFF RECOMMENDATION**

That the attached draft by-law amending By-law 46-2003 (Traffic and Parking) be forwarded to Council for approval

**COMMITTEE DECISION**

That the attached draft by-law amending By-law 46-2003 (Traffic and Parking) be forwarded to Council for approval

122413      Received from Lisa Young, Director of Planning and Development  
Addressed to Town of Carleton Place  
Date September 28<sup>th</sup>, 2011  
Topic 140 Antrim Street -Amend Swimming Pool By-law 27-2010

**SUMMARY**

An application has been submitted for the installation of an on ground pool within the exterior side yard and in front of the main wall of the dwelling unit. The house is situated in such a manner that the front yard functions like that of a rear yard. This property is located on the southwest corner of Antrim Street and Queen Street. The applicant is proposing that the pool will be setback 5.4 metres from the front property line and 2.1 metres from the exterior property line. It will be enclosed with a seven foot high fence. The pool is being located in such a manner in order to retain the existing tree along the Queen Street frontage. Additional landscaping will be included along the perimeter of the fence to enhance the streetscape along Antrim Street.

The setback from the front property line is within the required setbacks of the Residential designation of the Development Permit By-law. The swimming pool by-law requires a specific amendment in order to allow this location of the pool.

**STAFF RECOMMENDATION**

That staff forward the amendment for the swimming pool by-law to Council.

**COMMITTEE DECISION**

That staff forward the amendment for the swimming pool by-law to Council.

122414      Received from Lisa Young, Director of Planning and Development  
Addressed to Town of Carleton Place  
Date September 28<sup>th</sup>, 2011  
Topic Official Plan and Development Permit Work Plan

**SUMMARY**

McIntosh Perry has been engaged to proceed with the Official Plan and Development Permit By-law. A work plan will be presented to Committee for input.

**STAFF RECOMMENDATION**

That the Consultant present the work plan to Committee.

**COMMITTEE DECISION**

Receive and File

122415      Received from    Les Reynolds, Director of Protective Services  
Addressed to    Planning and Protection Committee  
Date             September 27<sup>th</sup>, 2011  
Topic             Police Service Board Minutes

**SUMMARY**

Minutes of the Police Service Board September 26<sup>th</sup>, 2011 meeting are attached. Noteworthy items include:

~             The OPP will utilize the municipal website and sideshows to make citizens aware of police activities.

**STAFF RECOMMENDATION**

Receive and file.

**COMMITTEE DECISION**

Receive and File

122416      Received from    Joanne Henderson, Director of Recreation and Culture  
Addressed to    Paul Knowles, Chief Administrative Officer  
Date             September 26<sup>th</sup>, 2011-09-28  
Topic             Moore House – Liquor

**SUMMARY**

A request has been made to serve liquor at the Moore House on Saturday October 22<sup>nd</sup>, 2011 from 7:00 p.m. – 10:00 p.m. for a retirement party.

**STAFF RECOMMENDATION**

THAT permission be given to serve liquor at the Moore House on Saturday October 22<sup>nd</sup>, 2011 from 7:00 p.m. – 10:00 p.m. for a retirement party.

**COMMITTEE DECISION**

THAT permission be given to serve liquor at the Moore House on Saturday October 22<sup>nd</sup>, 2011 from 7:00 p.m. – 10:00 p.m. for a retirement party.