



Planning Review and Adjustment Committee

Date of Meeting: June 8, 2016

Location: Board Room, 650 Main Street, Woodstock

Attendance: Brent Pearson, Vice Chair
Alan McLaughlin
Elaine English
Kenneth Clark
Mark Atwater

Regrets: Andy Leech, Chair
Trevor Welch

Staff: Katelyn Hayden, Executive Director/Planning Director
Bev Gullison, Office Administrator

Meeting was called to order by Committee Vice-Chair, Brent Pearson at 7:02 pm.

Approval of Minutes

Motion: To approve the minutes of the April 27, 2016 meeting.
Moved: Elaine English
Seconded: Ken Clark
Carried

Conflict of Interest

None

Zoning Applications

None

Subdivision Applications

1. Mitchell & Annie MacMillan – Route 109, Linton Corner – S-4-2016

Katelyn Hayden presented Planning Staff Report # 10/16 to the members advising that Mitchell & Annie MacMillan have made an application for approval of a tentative plan of subdivision to create lot 2016-2 serviced by a 10 meter wide private right-of-way on property identified as PID #65023491 located on Route 109 in Linton Corner.



Katelyn Hayden reviewed the tentative plan of subdivision with the members and advised PRAC approval is required, as the owners wish to sell the agricultural field and maintain ownership of the forested area to the rear. However, this rear forested area must be accessed via a right-of-way. Katelyn Hayden distributed a map of the area and discussed the bordering properties.

Katelyn Hayden stated that since this application meets Provincial lot area requirements, staff are prepared to support this application subject to the following terms and conditions:

- a) The site be developed substantially in accordance with Map II attached to PR 10/16 to the satisfaction of the Development Officer;
- b) Legal right-of-way be granted to the owners of the remnant of PID 65023491 and to subsequent owners, assigns, heirs and successors by deed.

Alan McLaughlin asked for further clarification regarding the property that was being sold. Katelyn Hayden reviewed the map of the property with the members and advised Mr. MacMillan was selling the farm field located in front of the property (Lot 16-2) and is maintaining the remnant shown on the rear of the property.

Brent Pearson asked if he was maintaining only the woodland and Katelyn Hayden confirmed this was correct.

Motion: To approve the tentative plan of subdivision as recommended by staff to create a lot serviced by a 10 meter wide private right-of-way subject to the documented terms and conditions.

Moved: Elaine English

Seconded: Ken Clark

Carried

Variance Applications

1. Edward & Sharon White – 67 Hillcrest Ave., Hartland – V-6-2016

Katelyn Hayden read Planning Staffing Report # 11/16 notifying the members that Edward White has made an application for a 5.54 metre setback variance located at 67 Hillcrest Avenue, Hartland to permit the construction of a 6' high privacy fence 1.96 metres from the flankage yard property line shared with McLean Ave. Katelyn Hayden stated Mr. White is concerned with the existing traffic noise including an ATV issue and he currently does not feel comfortable sitting in his backyard.



Katelyn Hayden noted staff would be more comfortable with a 3.75 metre setback, as this would provide privacy for the home owner, while maintaining a greater setback from the street, more in line with the requirements of the by-law, which is 7.5 metres.

Katelyn Hayden stated there are no issues with the traffic sight line, as this fence would be outside of the traffic triangle as regulated by the zoning by-law. Katelyn Hayden advised she visited the site and the Building Inspectors also met with the Town of Hartland Public Works to ensure there would be no traffic visibility or snow removal concerns. Katelyn Hayden advised Public Works has notified the owners if the fence is ever damaged that the Town of Hartland would not be responsible for any damage or repairs.

Katelyn Hayden presented pictures of the property showing the location where the owners wished to erect the fence and the location where staff are recommending the fence be located.

Katelyn Hayden advised staff recommends that a 3.75 metre flankage yard setback variance be permitted to construct a 6' high fence subject to the following terms and conditions:

- a) The fence be located a minimum of 3.75 metre from the flankage yard property line shared with McLean Avenue;
- b) The fence not to exceed a total height above grade of 1.8288 metres (6');
- c) A building permit be obtained prior to the erection of the fence.

Motion: To approve a 3.75 metre flankage yard setback variance to permit the construction of a 6' high fence on property located at 67 Hillcrest Ave., Hartland be approved subject to the documented terms and conditions.

Moved: Elaine English

Seconded: Alan McLaughlin

Carried

2. HSF Foods Ltd. – 741 Central Street, Centreville

Katelyn Hayden reviewed Planning Staff Report # 12/16 advising HSF Foods has made a variance application for a one-year temporary use variance to permit the construction of a 33' x 134' turbine building at the HSF potato processing plant located on property located at 741 Central Street, Centreville.

Katelyn Hayden noted this application would typically be a straight forward building permit; however, the subject property was not assigned the proper industrial zone designation when the current zoning map was prepared in 2000. This temporary use variance will allow the construction of the building and allow for a one-year period in which the Village Council and Staff can continue to work towards the completion and adoption of the Village of Centreville



Rural Plan, which is expected to be completed prior to the expiration of the one-year temporary use variance.

Katelyn Hayden advised staff recommends this application be approved subject to the following term and condition:

- a) All construction to comply with the National Building Code of Canada 2010.

Motion: To approve HSF Foods Ltd application for a one-year temporary use variance to permit the construction of 33' x 134' turbine building subject to the recorded terms and conditions.

Moved: Mark Atwater

Seconded: Ken Clark

Carried

Old Business

None

New Business

Brent Pearson suggested future planning reports used a standard unit of measure.

Adjournment:

Motion: To adjourn meeting

Moved: Ken Clark

Meeting adjourned at 7:27 pm.

A handwritten signature in black ink, appearing to read "Andy Leech".

X _____

Andy Leech, Chair