

Council Chambers  
Pembroke, Ontario

February 8, 2005

A meeting of the Planning & Waterfront Committee of Council was held this evening with Chair Councillor O'Neill presiding and all members of the Committee in attendance with the exception of Councillors Henderson, Lafreniere, Levasseur and Lowe. Also in attendance were R. Spadoni, Treasurer, and C. Sauriol, Manager of Planning & Building.

### **1. BUILDING PERMIT FEE PROPOSALS**

The Manager of Planning & Building explained that as of July 1, 2005 new legislation will dictate that all fees charged in the Building Department must be on a 'cost recovery' basis only. It will, therefore, be necessary to have a study done of the costs involved in performing building inspections. To that end, she said, three requests for proposals were sent out and two received back. The Department, she noted, is recommending the acceptance of the Tunnock Consulting Ltd. bid at a cost of \$4,200. plus G.S.T.

**MOTION:** Moved by Councillor White,  
Seconded by Councillor Severin,  
THAT the proposal of Tunnock Consulting Ltd. to review  
building permit fees be approved at a total cost of  
\$4,200. plus G.S.T. CARRIED.

### **2. PLANNING ADVISORY COMMITTEE UPDATE**

Ms. Sauriol advised that Mr. Clark's son was in the audience should any questions or concerns need responding to.

She advised the Planning Advisory Committee had reviewed and approved the application for rezoning of 901 River Road subject to certain conditions being applied to the development of the Insurance Restoration facility. She noted that her report of February 1, 2005 sets out nine conditions to be met. These conditions will be part of the site plan agreement.

Responding to Deputy-Mayor Scott's question, Ms. Sauriol advised that Mr. Clark had been in attendance at the Planning Advisory meeting and had confirmed that he could meet the conditions laid out by the Planning Advisory Committee.

**MOTION:** Moved by Deputy-Mayor Scott,

Seconded by Councillor White,  
THAT approval be given to proceed with two by-laws,  
one setting out the requirements for the Insurance  
Restoration Facility and the other for a service  
/professional facility. AMENDED.

Councillor Severin voiced his concern that the City's  
Zoning By-law sets out a minimum frontage of 100 ft. for a  
Highway Commercial zone and he felt it was important to maintain  
that frontage. He did not agree with the request to have the  
one lot frontage set at 60.3 ft.

Mayor Jacyno noted his concern with drainage in the  
area. Ms. Sauriol advised that a drainage plan will be required  
to be submitted by Mr. Clark and will be considered part of the  
site plan agreement. Mayor Jacyno questioned if the drainage  
will flow easterly towards Townline Rd. as there is already a  
low area behind Mr. Clark's property and additional water flow  
could add to the drainage problems in the area. Ms. Sauriol  
advised the drainage will run towards River Road. Once  
submitted the City's Engineer will approve the drainage plan and  
follow-up on it to be sure the work is completed as laid out in  
the Plan.

Councillor Lafreniere arrived at this point.

Councillor White also noted her concern with the  
proposed frontage of the Insurance Restoration business as there  
will be vehicles going in and out of this property and a wider  
width would be more accommodating.

Councillor O'Neill left the table to speak. Vice  
Chair Severin took the chair.

Councillor O'Neill pointed out that he was concerned  
that dumpsters might be located on the site and he did not want  
garbage to be stored on site.

**MOTION:** Moved by Councillor O'Neill,  
Seconded by Deputy-Mayor Scott,  
THAT the previous motion be amended to include an  
additional condition that "no refuse be stored on  
site". CARRIED.

Councillor O'Neill returned to the chair.

**MOTION:** Moved by Deputy-Mayor Scott,  
Seconded by Councillor White,  
THAT approval be given to proceed with two by-laws,  
one setting out the requirements for the Insurance  
Restoration Facility and the other for a Service  
/Professional Facility and that an additional  
condition be added to the site plan specifying that no  
refuse can be stored on the property where the  
Insurance Restoration Facility will be located.  
CARRIED, AS AMENDED.

Responding to Deputy-Mayor Scott, Ms. Sauriol advised  
that the only use allowed for the first lot adjacent to the  
railway line will be an "Insurance Restoration Facility".  
Should some other type of business wish to locate there, a  
rezoning would be required.

**3. ENCROACHMENT REQUEST-670 PEMBROKE ST. WEST**

Councillor Severin declared a pecuniary interest as he  
lives within 400 ft. of the property and left the meeting.

Ms. Sauriol advised that four parking spaces in front  
of the building encroach upon Trafalgar Road and two upon Front  
Street. She advised that the by-law lays out the requirement  
that should the City need the land the spaces will be removed.

**MOTION:** Moved by Councillor White,  
Seconded by Deputy-Mayor Scott,  
THAT an encroachment by-law for 670 Pembroke Street  
West be prepared and brought forward to the next  
Council Meeting. CARRIED.

**4. HANDICAP PARKING SPACE IN FRONT OF CITY HALL**

Ms. Sauriol advised the Committee that the Parking  
Authority had met and discussed this matter. The Parking  
Authority had agreed that the location of the present handicap  
space at the rear of City Hall is not in a good location and  
are, therefore, recommending that the first parking space in  
front of City Hall (next to the depressed curb) be converted to

a handicap parking space.

The Committee agreed with the Parking Authority and directed that a by-law be prepared for the next Council Meeting.

#### **5. WILLIAM STREET METERED PARKING**

Ms. Sauriol advised that the Parking Authority has been receiving complaints about parking on William Street between Nelson Street and Pembroke Street East. The Parking Authority is recommending that parking be restricted to the east side of William Street from the northerly end of the Police Station parking lot and Nelson Street. It was their feeling that the parking problem would only get worse should the Province proceed with the rehabilitation and expansion of the Courthouse. The Parking Authority has agreed, she advised, to purchase the required parking meters.

Deputy-Mayor Scott pointed out that the United Church, located at the corner of Pembroke St. East and William St., holds many events at their location and removing the parking spaces adjacent to their building would make access to their building difficult, particularly because they cannot park on the front boulevard on Pembroke St. East.

The Committee tabled the matter and directed that the matter be taken back to the Parking Authority for further discussion.

#### **6. DOWNTOWN FAÇADE IMPROVEMENT PROGRAM**

Deputy-Mayor Scott declared a pecuniary interest in this matter as he is a sales representative at the Re/Max office and the owner of the Re/Max office also owns the Peter White building and, therefore, left the meeting.

Ms. Sauriol advised that she has received a request to have the parameters of the Downtown Façade Improvement Program expanded to include the applicant's property at 215-217 Pembroke Street East. She noted that presently the boundaries are the same as the P.D.D.C. Improvement Area boundaries.

Councillor White pointed out that requests of this nature cannot and should not be considered on a piece-meal basis and felt that a thorough review should be undertaken if they are going to do this at all.

Councillor Lafreniere agreed, noting that previous discussions had taken place suggesting perhaps including heritage homes and buildings throughout the City and if a review is going to place this should be considered as well.

Responding to Mayor Jacyno, Ms. Sauriol advised that should the City wish to expand the parameters of the program, an application would have to be approved by the Ministry of Municipal Affairs.

Councillor O'Neill left the chair and Vice Chair Severin sat in.

Councillor O'Neill pointed out that when the program was initially put in place the parameters would set as the P.D.D.C. boundaries. He noted the applicant has made no mention of becoming a member of the Downtown Development group.

Councillor O'Neill returned to the chair.

**MOTION:** Moved by Councillor White,  
Seconded by Mayor Jacyno,  
THAT the matter be tabled. CARRIED.

The meeting then adjourned on motion of Councillor Severin, seconded by Councillor White.