

PLANNING ADVISORY COMMITTEE MINUTES

Tuesday, February 13, 2024 | 4:00 pm
Virtual via Zoom

MEMBERS PRESENT	Harold Fleet Keith Hopkins Chair Peter Hambly Terry Leis
OTHERS PRESENT	Andrew Wilken, Secretary Treasurer Sandeep Kaur, Deputy Secretary-Treasurer Sherri Walden, CAO Alan Ricciuto Paul Ricciuto Brian Sewell Sue Paterson, Mayor
REGRETS	Chair Tim Norwood Mark Ebert

The Deputy Secretary-Treasurer conducted roll call. Harold Fleet proposed a motion to appoint Peter Hambly as the chair for this committee meeting.

**DISCLOSURE OF
PECUNIARY INTEREST** None

DELEGATIONS

1. Adoption of December 12th, 2023 Regular Meeting Minutes

Moved by Terry Leis / Seconded by Keith Hopkins

THAT the minutes of the December 12th, 2023 regular meeting be approved as printed and circulated.

CARRIED

2. Business arising from Minutes

The Secretary-Treasurer stated that the Minor Variance Application No. (A7-23), (A8-23), and Zoning Bylaw Amendment Application No. (Z5-23) have been granted approval, and the appeal period has concluded. Regarding the Site Plan Agreement, the Town is currently collaborating with the owner on its development.

3. Local Official Plan No. 4 (LOPA#4) -----Town of Hanover (Housekeeping)

The Secretary-Treasurer provided an update to the committee, indicating that the Town has enlisted Dana Kieffer from Cobide Engineering to update the Town of Hanover Official Plan. This process will entail a significant amount of time, including the necessity for public meetings and engagement, reviews by the committee, and feedback from Grey County among others. It was agreeable by the committee that staff would present Planning Advisory Committee with a draft update of the Official Plan when ready for a roundtable discussion similar to previous Official Plan updates.

4. Zoning Bylaw Amendment No. Z1-24----- The Geofocus Group, 579 9th Ave

The Secretary Treasurer presented comprehensive details about the proposed zoning amendment. The owner aims to rezone the property from Residential Type 3 (R3) to Residential Type 5 site-specific (R5-xx) to accommodate nine apartment units. The proposed property faces challenges with lot frontage, lot area front yard, side yard (right), and parking, prompting the need for a site-specific zoning bylaw amendment (R5-xx). The owner is proposing 9 parking spaces, while the bylaw requires 12 parking spaces. The owner stated that the property is currently a duplex and proposes to add seven more residential units for rental purposes. Discussion surrounding the location of closest municipal parking lot and Committee members indicated that no planning report is necessary.

Subsequent to a good discussion with regards to this application, it was then;

MOVED BY KEITH HOPKINS / SECONDED BY HAROLD FLEET

THAT the Planning Advisory Committee recommend to Council that they have no objections to the approval of Zoning Bylaw Amendment Application No. **Z1-24**.

CARRIED

5. Consent Application, B1-24 ----- Brad Davis, 620 24th Ave

The Secretary Treasurer outlined the consent application wherein the owner plans to sever the existing lot to establish a new lot. The subject property is zoned as Large Format Commercial (C3). The lot intended for severance has a frontage of 45.5 meters on 14th Street and includes a sewer and sanitary easement. The remaining lot frontage would be approximately 44.5 metres. The proposed consent complies with the lot frontage and area requirements outlined in the zoning bylaw.

Town of Hanover Public Works staff has provided comments and stated that the property is not serviced with an easement for sanitary in favour of 580 24th Ave. The development of the property would require the south side of 14th Street to be urbanized with curb & gutter with the owner participating in cost sharing of the time of development. Any required servicing would be at the cost of the proponent.

Subsequent to a good discussion with regards to this application, it was then;

MOVED BY TERRY LEIS / SECONDED BY KEITH HOPKINS

THAT the Planning Advisory Committee recommend to Council and Committee of Adjustment that they have no objections to the approval of Consent Application No. **B1-24**.
CARRIED

6. Minor Variance Application, A1-24 ----- Mark Darling, 627 12th Ave

The Secretary Treasurer explained the proposed minor variance application, in which the owner intends to build a detached garage at the rear of the property (20' X 40'). The applicant is seeking a minor variance for the maximum square footage, as the zoning bylaw permits a 600-square-ft. detached accessory structure, while the proposed garage is 800 square feet. It adheres to all setback requirements and complies with the zoning bylaw.

Grey County planning staff has provided comments and have no concerns regarding the application. We have received a comment from the neighbour whom indicated support of the application and has no objection.

Subsequent to a good discussion with regards to this application, it was then;

MOVED BY TERRY LEIS / SECONDED BY HAROLD FLEET

THAT the Planning Advisory Committee recommend to Council and Committee of Adjustment that they have no objections to the approval of Minor Variance Application No. **A1-24**.
CARRIED

7. Correspondence

NIL

8. New Business

The Secretary Treasurer briefed the committee on the Town's strategic plan initiative for background study and potential implementation of Development Charges for the Town of Hanover. As part of this initiative, a Request for Proposal (RFP) will be issued. This process is expected to take some time, potentially spanning 6 months. Secretary Treasurer mentioned that during the process staff will present some draft points of discussion with the Planning Advisory Committee similar to that of an Official Plan Amendment update process.

9. Adjournment

Moved by KEITH HOPKINS

THAT the meeting now be adjourned at 4:26 pm.

Chair, Peter Hambly

Secretary-Treasurer, Andrew Wilken