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**PLANNING ADVISORY COMMITTEE MINUTES**

Tuesday, December 12, 2023 | 4:00 pm  
Virtual via Zoom

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**MEMBERS PRESENT** Harold Fleet | Keith Hopkins | Mark Ebert | Peter Hambly | Terry Leis  
| Chair Tim Norwood

**MEMBERS ABSENT**

**OTHERS PRESENT** Andrew Wilken, Secretary Treasurer | Sandeep Kaur, Deputy  
Secretary-Treasurer | Sherri Walden, CAO | April Marshall,  
Economic Development Manager | Kevin Graham, owner of 600  
11<sup>th</sup> Ave | Motamed-Khorasani Negar owner of 587 10<sup>th</sup> Ave

**REGRETS**

The Deputy Secretary-Treasurer conducted roll call.

**DISCLOSURE OF  
PECUNIARY INTEREST** Yes

**DELEGATIONS**

**1. Adoption of November 14<sup>th</sup>, 2023 Regular Meeting Minutes**

**Moved by PETER HAMBLY / Seconded by HAROLD FLEET**

**THAT** the minutes of the November 14<sup>th</sup>, 2023 regular meeting be approved as printed  
and circulated.

**CARRIED**

**2. Business arising from Minutes**

The Secretary-Treasurer noted an error in the minutes dated November 14<sup>th</sup>, 2023, in  
item 5.2. Item should have read 'Consent Application Nos B1-21 to B6-21 and not 'Zoning  
Bylaw Amendment'. The November 14, 2023 minutes have been amended accordingly.

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

The Secretary-Treasurer updated the committee, stating that the town is awaiting a quote  
from another party. The town has enlisted a third party to carry out an official plan  
amendment, ensuring alignment with provincial plans and the Planning Act. The proposed  
amendment is scheduled to be presented to the committee in the coming year.

**4. Zoning Bylaw Amendment No. Z5-23----- Graham, Kevin & Jennifer**

The Secretary Treasurer, Andrew Wilken, presented comprehensive details about the  
zoning amendment. The owner aims to rezone the property from Residential Type 1 (R1)  
to Residential Type 5 (R5-xx) to accommodate five apartment units. The proposed  
property faces challenges with lot frontage, side yards, and rear yard, prompting the need  
for a site-specific zoning bylaw amendment (R5-xx). The owner stated that the property is  
currently a duplex and wishes to add three more residential units for rental purposes.  
Committee members indicated that no planning report is necessary.

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

**MOVED BY MARK EBERT / SECONDED BY KEITH HOPKINS**

**THAT** the Planning Advisory Committee recommend to Council that they have no  
objections to the approval of Zoning Bylaw Amendment Application No. **Z5-23**.

**CARRIED**

**5. Minor Variance Application, A7-23 ----- Mullen Joseph David**

The Secretary Treasurer, Andrew Wilken, provided details about the minor variance  
application in which the owner intends to convert the existing workshop into an Additional  
 Dwelling Unit (ADU). The current two-story workshop, previously used for storage, will  
undergo a small extension (8'X17'), accommodating a bathroom and closet on the main  
floor and a mechanical room on the second floor. The applicant is seeking a minor  
variance for the square footage, as the zoning bylaw permits a 743-square-ft. detached  
ADU, while the proposed ADU is 1296 square ft. It adheres to all setback requirements  
and complies with the zoning bylaw. The Secretary Treasurer provided additional

clarification, noting that the lot is fully serviced, and Public Works has no concerns regarding the need for additional services.

Grey County planning staff has provided comments and have no concerns regarding the application.

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

**MOVED BY PETER HAMBLY / 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. **A7-23**.

**CARRIED**

**6. Minor Variance Application, A8-23 ----- Motamed-Khorasani, Negar**

The Secretary Treasurer, Andrew Wilken, outlined information about the minor variance application, wherein the owner seeks to decrease the front yard setback from 13.5 ft to 6.83 ft and the side yard setback (L) from 12.07 ft to 5.07 ft. This adjustment is intended to accommodate the installation of stairs in both the front (for access to main floor) and side yards (for access to second floor existing dwelling unit). The property, currently zoned R3, is making updates to the existing triplex. The Secretary-Treasurer emphasized that the property had remained vacant for an extended period, and the proposed reduction in the front yard setback would not cause any disruption to the neighborhood or hinder the snow removal process.

Grey County planning staff has provided comments and have no concerns regarding the application.

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

**MOVED BY KEITH HOPKINS / SECONDED BY TERRY LEIS**

**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. **A8-23**.

**CARRIED**

**7. Site Plan Agreement -----2832983 Ontario Ltd**

The Secretary-Treasurer provided an update to the committee regarding the Town of Hanover's sale of lands to 2832983 Ontario Ltd. The specified location, identified as Part of Lot 7 Conc. 2 SDR, Part 2, Reference Plan 16R-10599, will be known as 640 1st St. The owner intends to construct an industrial mall, consisting of a 7-unit multi-use building spanning 1,347.23 sq. m. and a separate 12-unit ancillary detached self-storage building covering 279.90 sq. m. located at the rear of the main building. The proposed construction aligns with zoning regulations and features entrances on both 18th Ave and 1st Street. There were no additional comments from the committee.

**8. Correspondence**

NIL

**9. New Business**

Committee members inquired about past and future developments, and the Secretary-Treasurer responded cordially, addressing their questions.

**10. Adjournment**

**Moved by PETER HAMBLY**

Peter Hambly extended warm wishes for a Merry Christmas and a Happy New Year to all attendees.

**THAT** the meeting now be adjourned at 4:20 pm.

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Chair, Mark Ebert

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Secretary-Treasurer, Andrew Wilken