





**PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/  
PROPERTY STANDARDS COMMITTEE MINUTES**

Tuesday, May 29<sup>th</sup>, 2018 @ 6:00 PM  
At EMS Board Room – 340 Herbert Street, Gananoque

Item	Title/Description	
1	<p><b>CALL TO ORDER</b> Chair Chris MacDonald called the meeting to order at 6:00 pm</p> <p>Chair: Chris MacDonald Members: Councillor Anne Warren Councillor Brian Brooks Kevin Wood Ken Wilson Sheila Burtch Chuck Marquardt</p> <p>Staff: Brenda Guy, Manager of Community Development</p>	
2	<p><b>ADOPTION OF THE AGENDA</b> <b>Motion No. 2018-12</b> Moved by: Kevin Wood Seconded by: Chuck Marquardt</p> <p>BE IT RESOLVED THAT PAC/COA/PSC adopt the agenda dated May 29, 2018 as posted.</p>	Carried.
3	<p><b>HEALTH SAFETY &amp; WELLNESS</b> 1. Committee member noted that pigeon feces continue be a health hazard to the public. 2. Committee member noted the prevalence of ticks in the area. It was suggested the public should check for ticks after being outside, including outside in one’s own yard (i.e. after working in the garden).</p>	
4	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; THE GENERAL NATURE THEREOF</b>	None.
5	<b>PUBLIC QUESTION/COMMENT</b>	None.
6	<b>MINUTES OF COMMITTEE (ADOPTION)</b>	
	<p><b>MOTION No. 2018-13</b> MOVED BY: Anne Warren Seconded By: Kevin Wood</p> <p>BE IT RESOLVED THAT PAC/COA/PSC adopt the Minutes dated April 25, 2018.</p>	Carried.
7	<b>DEPUTATIONS</b>	None.

8	<b>REPORTS/NEW BUSINESS</b>	
	<p><b>Community Planning Permit</b>                  ↓ CPPS2018-05      59 Church Street                  Lafrance</p> <p>Megan Lafrance (applicant) and Debra Lafrance (owner) were in attendance. The application proposed to allow the operation of a bed and breakfast establishment within the existing dwelling on the subject property.                  Frank O’Hearn of 11 Church Street was in attendance and noted he had no objections to the application.</p> <p><b>Motion No.    2018-14</b>  <b>Moved by:</b>    Brian Brooks  <b>Seconded by:</b> Sheila Burtch</p> <p>THAT PLANNING ADVISORY COMMITTEE recommends to Council approval of CPPS2018-05 – Lafrance at 59 Church Street be approved provided the following conditions are met:</p> <ul style="list-style-type: none"> <li>• Enter into an agreement with the Town within one year of approval</li> </ul>	Carried.
9	<b>CORRESPONDENCE/OTHER</b>	None.
10	<b>MEMBERS OF THE PRESS QUESTIONS OR COMMENTS</b>	None.
11	<b>ADJOURNMENT</b>	
	<p><b>MOTION No.    2018-15</b>  <b>Moved by:</b>    Brian Brooks</p> <p>THAT PAC/COA/PSC adjourn this regular meeting.</p>	Carried.

Chair, Chris MacDonald

Committee Secretary, Brenda Guy

## PLANNING REPORT

TO: PAC

From: Brenda Guy  
Manager of Community Development

Date: Wednesday, June-20-18

SUBJECT: CPPS2018-06 – Leeds Condominium Corporation #8

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### **Background:**

Property: WATERLOT ADJACENT 235 SOUTH STREET

Legal Desc: PART OF PART 1 PLAN 28R11399 BEING PART 5 PLAN 28R-4150

Acreage: N/A

Lot Coverage: N/A

Official Plan: Adjacent RESIDENTIAL

Community Planning  
Permit System: Adjacent RESIDENTIAL

### **Purpose and Effect:**

The applicant, on behalf of Leeds Condominium Corporation #8 (LCC #8), is proposing to alter and repair an existing dock and to install additional docks within the St. Lawrence River adjacent 235 South Street.

Staff note that MPAC mapping appears to identify a ROW or public sidewalk along the shoreline of the condominium property; however, there does not appear to be a separate PIN number with the Land Registry Office nor the MPAC website. A title search has been requested, to determine if a ROW has been registered on title in favour of the Town or if there is ownership by the Town (refer to plan on Page 4). Staff will confirm at the meeting and should any further information or conditions arise it will be identified at that time.

### Provincial Policy Statement

The Provincial Policy Statement, 2014 (PPS) provides direction on matters of provincial interest pertaining to land use matters and all development proposals must be consistent with the policies therein.

*“Ontario’s long term prosperity, environmental health, and social well-being depend on conserving biodiversity, protecting the health of the Great Lakes, and protecting natural heritage, water, agricultural miner and cultural heritage and archeological resources for their economic, environmental and social benefits.”*

#### Official Plan

The Official Plan identifies that a portion of the proposal is adjacent the Residential designation. It is also located within the within the Floodplain as per Schedule G Development Constraints.

Section 3.2.2.2 Waterfront Residential specifically waterlots that extend beyond the shoreline may include docking facilities provided approvals must be obtained from the Cataraqui Region Conservation Authority and the Ministry of Natural Resources.

Comment: The waterlot is owned by the Town and the LCC #8 will require approval from the Town for expansion to a waterlot lease. Currently, the LCC #8 has a lease in place for the existing dock, which is to be repaired and slightly reconfigured.

#### Community Planning Permit System

Shoreline accessory structures are permitted within the 30 metre setback under Section 3.41 Setbacks from a Watercourse.

#### **Proposal Overview:**

##### Waterlot 1

Existing Size: 58' x 2', 44' x 6'  
Proposed Size: 53' x 4.5', 44' x 6'

The existing dock was damaged by high waters and flooding in 2017. In addition to the repairs, the applicant is proposing to alter the existing dock by widening the top spar portion of the dock from 2 ft. to 4.5 ft. and by reducing the length of the dock from 58 ft. to 53 ft. This alteration requires a change to the waterlot lease to accommodate the change.

The rationale provided by the applicant is to provide additional safety for those walking along the dock and additional maneuverability for boats operating between the existing and proposed docks. These alterations would not increase the overall number of boat slips on this dock (6).

It has been determined by the CRCA as per attached, that they do not require a permit for alterations and repairs to the existing docks.

##### Waterlot 2

Additionally, LCC #8 is proposing to construct a new dock to accommodate between 6 and 8 boat slips. The proposed dock would not exceed 375 sq.m. Final determination of slips will be a LCC #8, however, for the purposes of this area square meters as presented.

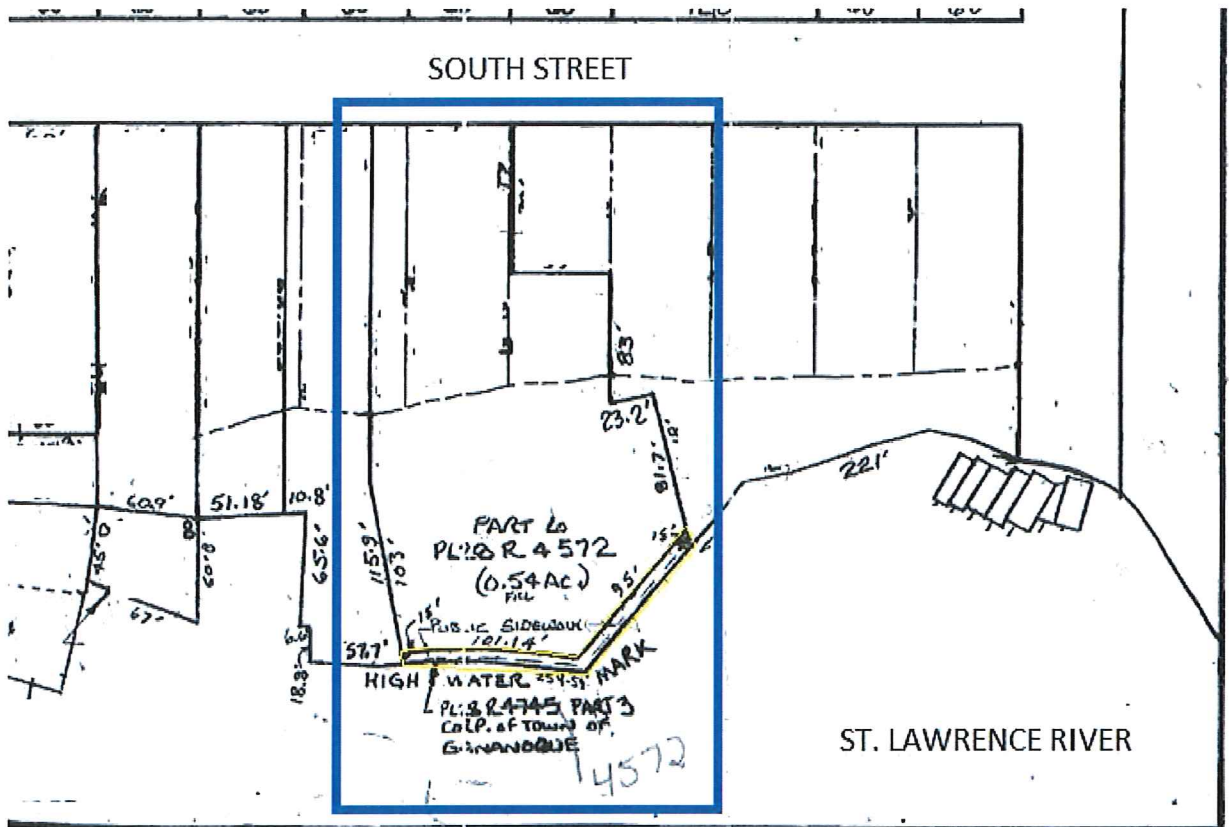
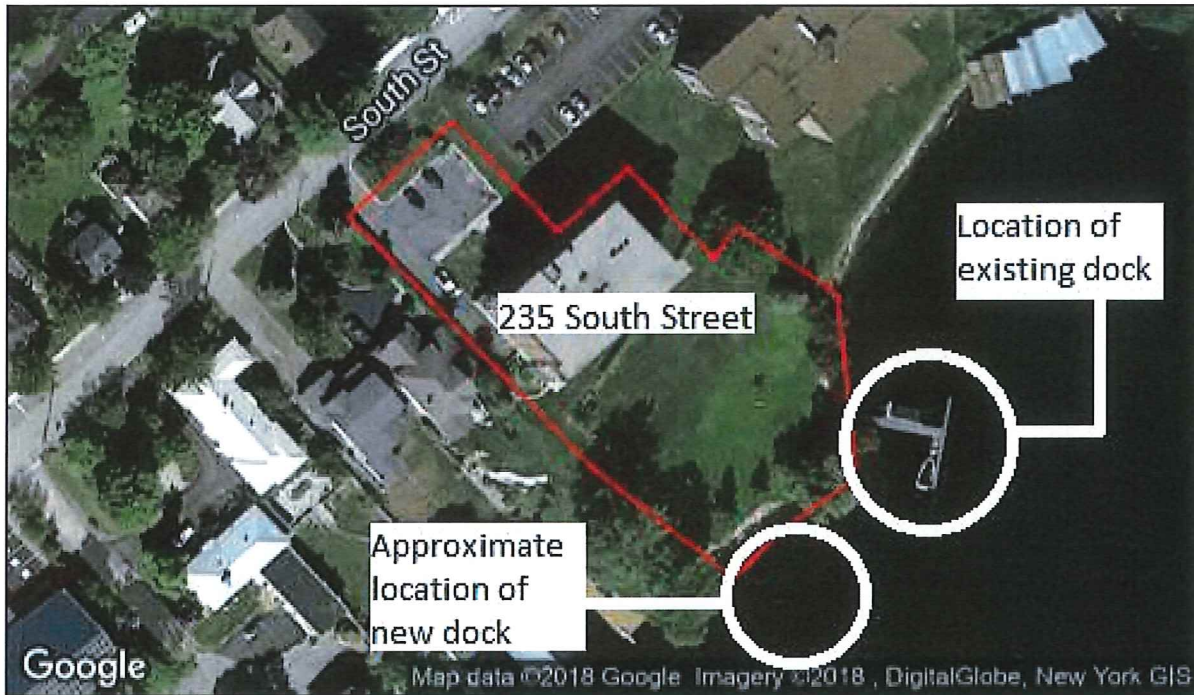
If approved, the LCC #8 would require approval from Council to enter into a new Lease Agreement for the existing and new docks.

Circulation to agencies:

Canada Post	No Comment	
CAO		
CRCA		Letter dated June 18, 2018, attached.
CBO	No Comment	
Eastern Ontario Power	No Comment	
Economic Development		
Leeds Grenville EMS		
Fire Department		
LG Health Unit	No Comment	
Police Department		Harbour Master: Email dated June 20, 2018
Water/Sewer		
Public Works		
Other: Public		Letter dated May 30, 2018 and June 5, 2018, attached

Overall, staff have no objection to the application before the committee provided the following conditions are applied:

- Preparation of a survey plan for both the existing and proposed docks
- Obtain all necessary approvals from the CRCA and all other applicable agencies, if required
- Obtain approval from Council for a new waterlot lease to include the existing and proposed docks
- Enter into a Development Permit agreement for the existing and proposed docks within one year of approval.



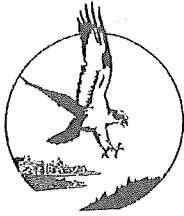












**CATARAQUI REGION CONSERVATION AUTHORITY**  
1641 Perth Road, P.O. Box 160 Glenburnie, Ontario K0H 1S0  
Phone: (613) 546-4228 Toll Free (613 area code): 1-877-956-CRCA  
Fax: (613) 547-6474 E-mail: info@crca.ca  
Websites: www.crca.ca & www.cleanwatercataraqui.ca



June 18, 2018

File: DPS/GAN/122/2018

**Sent by e-mail**

Brenda Guy  
Manager of Community Development  
Town of Gananoque  
30 King Street East, Box 100  
Gananoque, ON K7G 2T6

Dear Ms. Guy:

**Re: Community Planning Permit Application CPPS2018-06  
Leeds Condominium Corporation #8  
Water Lot Adjacent to 235 South Street, Town of Gananoque / St. Lawrence River**

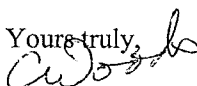
Staff of Cataraqui Region Conservation Authority (CRCA) have reviewed the above-noted application for the alteration of an existing dock on a water lot that is leased from the Town, and for the acquisition of a lease of an additional water lot for the construction of a new dock for the residents of 235 South Street. We have no objection to the approval of this application based on the following discussion.

Section 3.6.2 of the Official Plan for the Town of Gananoque indicates that the St. Lawrence River is considered to have the potential for fish habitat. Fisheries and Oceans Canada mapping identifies this area as one within which critical habitat is found for one or more aquatic species at risk. The proposed dock is not expected to have a negative impact on fish habitat since it would be a floating structure that extends to a sufficient water depth for the boats that would be moored at it. Therefore, it would meet the Town's policy on development in fish habitat. The applicant is encouraged to re-establish a naturally vegetated buffer strip along the shoreline.

Section 3.42 of the Town's Development Permit By-law specifies that docks with a maximum length of 8 metres are permitted within the 30 metre water setback. The proposed dock, at 31.4 metres in length, would exceed this provision. It is our understanding that this would be necessary to provide communal docking facilities with sufficient water depth thereby minimizing shoreline occupancy and not negatively impacting fish habitat.

The proposed dock is in an area that is subject to Ontario Regulation 148/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses. Staff note that CRCA is in receipt of a permit application for the proposed dock.

If you have any questions please contact the undersigned at (613) 546-4228 ext. 235, or by e-mail at cwoods@crca.ca. Please inform this office of any decision made by the Town regarding this application.

Yours truly,  
  
Christine Woods MCIP, RPP  
Resource Planner

cc: applicant, by e-mail

## **Brenda Guy**

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**From:** Garry Hull <GHull@gananoquepolice.com>  
**Sent:** June-20-18 6:48 PM  
**To:** Brenda Guy  
**Subject:** Re: CPPS2018-06 - Waterlot Docks and Lease

Brenda, I have reviewed the drawings of the proposed docks at the condo development at 235 South St. Because there is no encroachment from adjacent shorelines as in the Brennan docks, there does not appear to be any issue that would cause me any concern with the proposed construction.

Regards,

Garry

Garry Hull  
Chief of Police  
Gananoque Police Service

May 30, 2018

Town of Gananoque  
Planning Advisory Committee  
Att: Brenda Guy  
Manager of Community Development  
30 King Street East, Box 100  
Gananoque, Ontario  
K7G 2T6

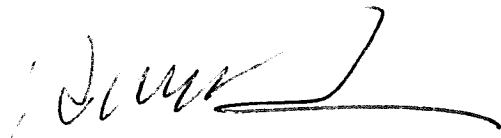
RE: Proposed Class III Development Permit File CPPS2018-06  
235 South Street, Gananoque  
Alteration to existing docks and acquisition of additional water lot

I have received notice of the meeting on June 26, 2018 regarding the above matter.

I am a neighbour of the Park Lane at 235 South Street. I support the request to add to their present water lot so that additional docks can be constructed.

The additional docks will provide convenience for the present and future owners of the condominium. This should add significant value to their properties and the tax base of the municipality.

Park Lane is a very well maintained high end property in Gananoque. I fully support their request.



Andre Massicotte  
236 South Street,  
Gananoque, Ontario  
K7G 1A3  
613-463-8876

CC: Donna Beasley

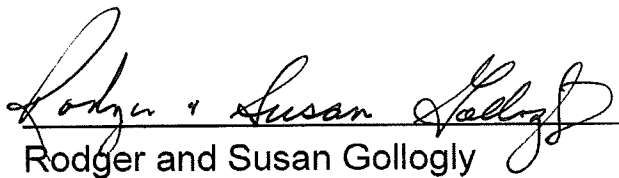
June 5<sup>th</sup>, 2018

Planning Advisory Committee/Committee of Adjustment  
Town of Gananoque

Re: File No. CPPS2018-06

We, the undersigned, living at 233 South Street, wish to express our support for the plan for 2 docks at Leeds Condominium Corporation #8 located at 235 South Street. We encourage the Community Development staff and the Town Council to approve the Leeds Condominium Corporation #8 application for a development permit for their existing dock and construction plan of new dock.

Regards,

  
Rodger and Susan Gollogly

## NOTICE OF MEETING Proposed Class III Development Permit

**TAKE NOTICE** the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, JUNE 26, 2018 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET**, Gananoque to make a recommendation to Council on the application below.

**AND FURTHER TAKE NOTICE** that the Council for the Corporation of the Town of Gananoque will hold a Meeting on **TUESDAY, JULY 3, 2018 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET**, Gananoque to hear the following application to consider a Class III Development Permit:

**File No.** CPPS2018-06

**Applicant:** DONNA LOGAN

**Owner:** LEEDS CONDOMINIUM CORPORATION #8

**The lands affected are described as:**

PART OF PART 1 PLAN 28R11399 BEING PART 5 PLAN 28R-4150

**Municipally known as:**

WATERLOT ADJACENT 235 SOUTH STREET

**The proposal of the lands is:**

TO ALTER THE EXISTING DOCK AND ACQUIRE AN ADDITIONAL WATERLOT  
TO CONSTRUCT A NEW DOCK

Additional information in relation to the proposed development permit is available for inspection between 8:30 am and 4:30 pm in the Administration Offices at 30 King Street East, Gananoque, ON, or by calling 613 382-2149 ext.126.

If you wish to provide comment or input you may do so at the public meeting or in writing prior to the meeting.

**Note:** Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the OMB where the application meets the requirements established through the official plan and development permit bylaw.

**DATED** this 23<sup>RD</sup> day May, 2018



\_\_\_\_\_  
Brenda Guy  
Manager of Community Development  
bguy@gananoque.ca  
613 382-2149 Ext.126



LCC#2 - 2 Docks

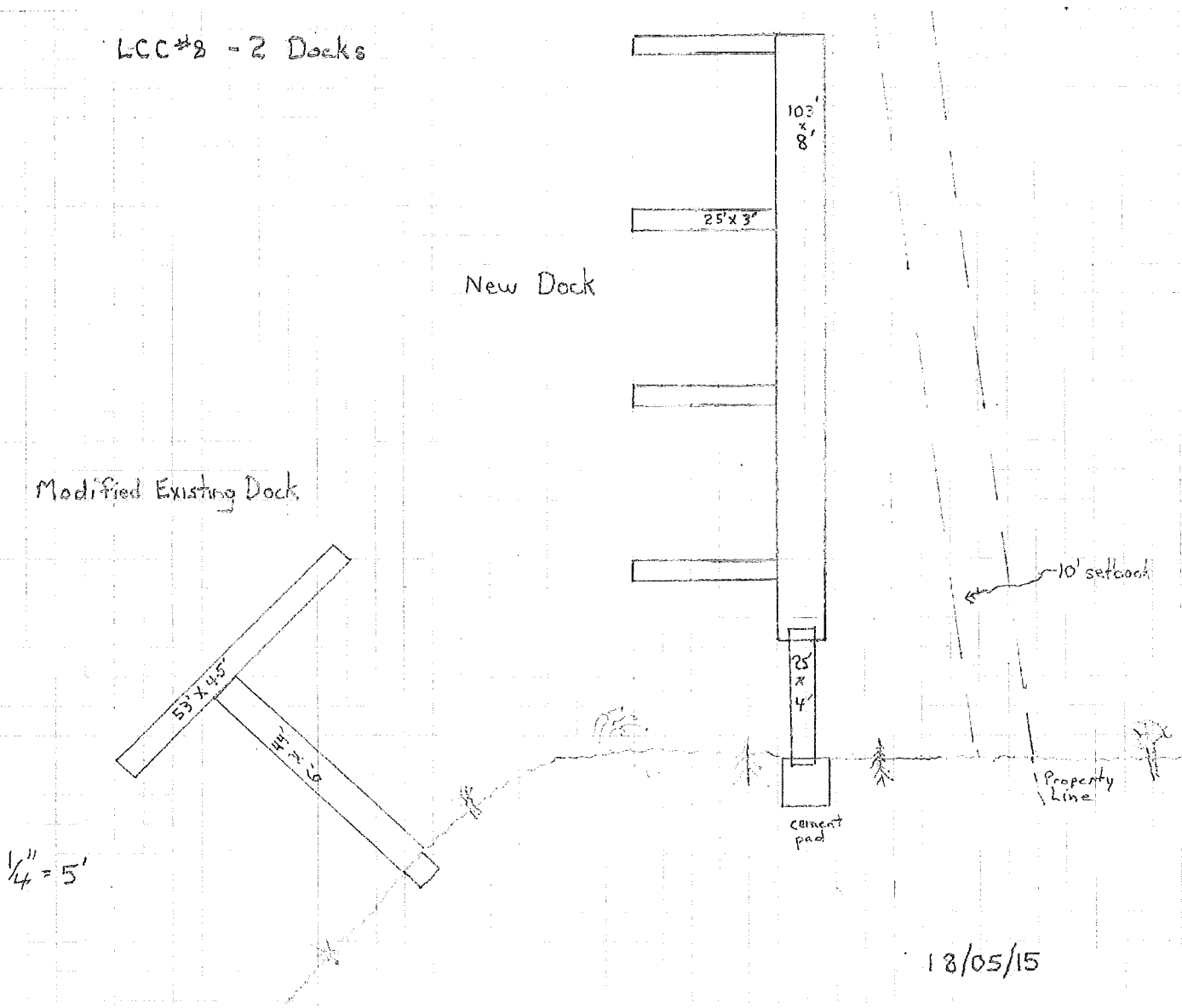


Figure 1: Preliminary proposed dock design



CPPS 20 18 / 06

**APPLICATION FOR DEVELOPMENT PERMIT APPROVAL  
Section 70.2 of the Planning Act, RSO 1990, as amended**

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

A meeting with Community Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

- ✓ Complete application form signed including declaration of applicant.
- ✓ Copy of the deed of property or offer to purchase and sale
- ✓ Two (2) large scale copies of all plans being submitted, two reduced 8.5" x 11" of each plan and one electronic copy in pdf format. Plans are to be in a standard scale format (1:250 1:500)
- ✓ Application fee payable to the Town of Gananoque:
  - Class I \$500
  - Class II \$1,500
  - Class III \$1,700
  - Amendment to Class I, Class II or Class III \$700
- ✓ Deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of studies for a Class II/Class III
- ✓ Copy of the most recent survey of the subject property
- ✓ **Cataraqui Region Conservation Authority**. Subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority in the amount of \$305.00. Clearance letter will be required by the Town.

**CONTACT INFORMATION**

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: <i>LEEDS CONDOMINIUM CORPORATION # 8</i>	Complete Address including Postal Code: <i>235 SOUTH ST. GANANOQUE, ONTARIO K7G 1A4</i>	Phone: <i>613-463-9108</i> <del>MOBILE</del> <i>613-840-5352</i> E-mail: <i>donna.logan@ubc.ca</i>
Name of Property Owner (if different than applicant):	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Architect/Designer/Planner:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Engineer:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Ontario Land Surveyor:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____

*ubc.ca*

Street or Property Address (if applicable):

**LEGAL DESCRIPTION**

Lot/Con/Plan: *Part of Part 1 Plan 28R/130 LEEDS CONDO PLAN 8*

Frontage:	Depth:	Area (sq.m):	Area (acres):

**SUBMISSION REQUIREMENTS**

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

- Site Plan(s)** including scaled accurate measurements of:
  - o Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
  - o Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
  - o Dimensions and gross floor area of all building and structures to be erected;
  - o Existing structures to be retained, removed or relocated;
  - o Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
  - o Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
  - o Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
  - o Access driveways including curbing and sidewalks
  - o Proposed fire routes and fire route sign locations
  - o Dimensions and locations of loading zones, waste receptacles and other storage spaces;
  - o Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
  - o Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
  - o Location, type and size of any other significant features such as fencing, gates and walkways.
  
- Drainage Plan(s)** including scaled accurate measurements of:
  - o Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;
  
- Landscape Plan(s)** including scaled accurate measurements of:
  - o Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;
  
- Site Servicing Plan(s)** including scaled accurate measurements of:
  - o Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.
  
- Grade Control and Drainage Plan(s)** including scale accurate measurements of:
  - o Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
  - o Location of any creeks, ravines or watercourses with elevations and contours;
  - o Arrows indicating the proposed direction of flow of all surface water;
  - o Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
  - o Existing and/or proposed right-of-ways or easements
  
- Elevation and Cross-Section Plan(s)** including scale accurate measurements of:
  - o Drawings that show plan, elevations and cross section views for each building or structure to be erected;
  - o Conceptual design of building;
  - o Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
  - o Exterior design including character, scale, appearance and design features of the proposed building;
  - o Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
  - o Photographs of the subject land and abutting streetscape on both side of the street
  
- Supporting Studies and Reports.** Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

<input type="checkbox"/> Servicing options report	<input type="checkbox"/> Phase I Environmental Study and if investigation as required
<input type="checkbox"/> Hydrogeological Study	<input type="checkbox"/> Noise and/or vibration study
<input type="checkbox"/> Drainage and/or stormwater management report	<input type="checkbox"/> Source Water protection study
<input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area	<input type="checkbox"/> MDS I or II calculation
<input type="checkbox"/> Archaeological Assessment	<input type="checkbox"/> Minimum Separation distance calculation for an industrial use or a waste management facility
<input type="checkbox"/> Influence area study for development in proximity to a waste management facility or industrial use	<input type="checkbox"/> Confirmation of sufficient reserve sewage system capacity and reserve water system capacity
<input type="checkbox"/> Traffic Study	<input type="checkbox"/> Vegetation Inventory and/or Tree Preservation Plan
<input type="checkbox"/> Heritage Resource Assessment	<input type="checkbox"/> Supporting Land Use Planning Report
<input type="checkbox"/> Mine hazard rehabilitation assessment	

<b>Existing Use(s):</b>	
Length of time the existing use of the subject lands have continued:	
Has the property been designated as a Heritage Site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the property presently under a Site Plan Agreement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, provide the file number and the status of the application?	
<b>Proposed Use(s):</b>	
Is the <b>Use</b> permitted or permitted subject to criteria as set out in the development permit by-law and how have the applicable criteria have been addressed? <i>Dock slips</i>	
Is a variation requested? Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law.	
<b>Abutting Land Use(s):</b>	
Is the Development to be phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
What is the anticipated date of construction?	<i>Summer 2018</i>
Is the land to be divided in the future?	<i>No</i>
Are there any easements, right-of-ways or restrictive covenants affecting the subject land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Plan Details:</b>			
<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional
	Lot Area: _____ (sq.m)	Building Coverage: _____ (%) _____ (sq.m)	Landscape Coverage: _____ (%) _____ (sq.m)
Building Height: _____	No. of Storeys: <i>Boat</i> _____	No. of Units: _____	Method of Garbage Storage: _____
Parking Surface: Existing: _____ Proposed: _____	Number of Parking Spaces: Existing: <u>6</u> Proposed: <u>8</u> Total: <u>14</u>	Dimensions of Parking Spaces: _____	Number of Accessible Spaces: _____
Loading Spaces: _____	Number of Loading Spaces: _____	Dimensions of Loading Spaces: _____	Other: _____

<b>Heritage Tourist Inn/Bed and Breakfast:</b>			
Is this an application for a Heritage Tourist Inn? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other _____	Is this an application for a Bed and Breakfast? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> Other _____
<b>A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.</b>			

EXISTING BUILDINGS:		Building 1	Building 2
	Type of Structure		
	Date Constructed:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		

See Attached

PROPOSED BUILDINGS:		Building 1	Building 2
	Type of Structure:		
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		

Attached Additional Page, if necessary

**Access:**

Municipal Street       Unopen Road Allowance       Existing Right-of-way       Other \_\_\_\_\_

Name of Street/Road: 235 SOUTH ST

Entrance Approvals and Permit Number(s):

If the application will result in the creation of a new private road, a request for street naming will have to be submitted in conjunction with this application, to be approved by Council.

**Water Access (where access to the subject land is by water only)**

Docking Facilities (specify)	Parking Facilities (specify)
distance from subject land _____	distance from subject land _____
distance from nearest public road <u>7</u>	distance from nearest public road _____

**Services:**

Municipal Water and Sewer       Municipal Water & Private Sewage       Private Well and Municipal Sewage       Private Well and Private Sewage

Water and Sewer Hook-up Approvals and Permit Number(s):

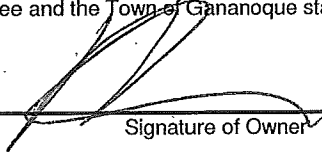
**AUTHORIZATION BY OWNER**

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize

ROBERT CIOTTI (print name)

to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purposes of conducting a site inspection with respect to the attached application.



Signature of Owner

May 15, 2018

Signature of Owner

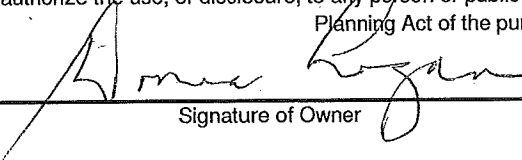
Signature of Witness (not applicant)

Date

**CONSENT BY OWNER**

Complete the consent of the owner concerning personal information set out below.

I/We, DONNA LOGAN, am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.



Signature of Owner

Signature of Owner

May 15, 2018

Date

Signature of Witness (not applicant)

**DECLARATION OF APPLICANT**

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ solemnly declare that:

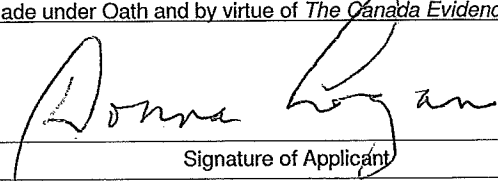
I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of a Commissioner, etc



Signature of Applicant

<b>Office Use Only:</b>		Roll No: <u>0814000026 009 48</u>
Official Plan Designation: <u>Abutting Residential</u>	Development Permit Designation: <u>Abutting Residential</u>	Other: <u>Water lot x2</u>
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc): <u>N/A</u>	Other:
Other Concurrent Applications: <input type="checkbox"/> Cash-in-Lieu of Parking <input type="checkbox"/> Condominium Approval <input type="checkbox"/> Consent/Severance	<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Subdivision Approval
Date Application Received: <u>May 18 / 2018</u>	Date Application Deemed Complete:	Fees Received: <u>\$1700 Rec'd</u>

**Peer Review/Consultant Services**

In order to streamline the Town of Gananoque's planning process, peer review services may be contracted out by the Town under the current General Fees and Rates Bylaw. These may include but are not limited to the following:

- |  |                           |
|--|---------------------------|
| Official Plan Amendment                | Sanitary System Design    |
| Condominium Applications               | Site Plan Applications    |
| Consent Applications                   | Subdivision Applications  |
| Environmental Assessment               | Storm Water Management    |
| Minor Variance Applications            | Traffic Studies           |
| Noise Studies                          | Water Distribution System |
| Ontario Municipal Board Representation | Zoning By-law Amendment   |
| Part Lot Control                       | Other Miscellaneous       |

The use of and choice of peer review contract consultants for either planning or engineering on any specific project are subject to the approval of either the Clerk/Manager of Community Development or the Director of Public Works, Culture and Recreation within their respective areas of jurisdiction.

All costs for the peer review consultants shall be fully paid by the applicant/developer.

Upon approval of the use of a peer review consultant, the applicant/developer shall execute the agreement below with the Town and post a security deposit of \$2,000 (two thousand dollars).

All submissions, correspondence etc. shall be directed to the Manager of Community Development, who shall be responsible for distribution.

All invoices from the peer review consultant shall be paid by the Town and subsequently invoiced to the applicant/developer. If payment is not received by the Town within 30 (thirty) days of receipt, then the Town will recover its costs for the security deposit or any other securities which have been posted for the project by the applicant/developer. In that event, the work shall cease on the project and will not commence again until the outstanding invoice has been paid in full, and the securities topped up to their original balance.

The securities will be held by the Town until the component of the project for which they were posted is complete. Authorization for the release of the securities shall be provided to the Treasury Department by either the Clerk or the Manager of Community Development, within their respective areas of jurisdiction.

I, DOMINA LOGAN of the CANADIAN of GANANOQUE in the PROVINCE of ONTARIO solemnly declare that:

I am aware of the current Town of Gananoque General Fees and Rates for various services provided by the Town.

Furthermore, I accept the Town's peer review process whereby I agree to provide the Town of Gananoque with a deposit in the amount of \$2,000 (two thousand dollars) in order to conduct the necessary peer review(s) in the completion of my planning application. In the event that payment is not received for such peer reviews, the Town may use the deposit to do so or any other securities being held.

DOMINA LOGAN  
Print Name – Owner/Applicant

Domina Logan  
Signature – Owner/Applicant

May 15, 2018  
Date

\_\_\_\_\_  
Clerk or Manager of Community Development

## **Development Permit Approval Application Supporting Documents**

In support of its application for a Development Permit Approval, LCC8 has provided the following additional documents:

- LCC #8 Dock Project provides an overview of the background behind the application and what LCC #8 wishes to achieve should it receive approval for its development application
  - Dock Layout LCC #8 - 2 docks is a scaled drawing of the waterfront at LCC #8 once the 2 docks are in place. It shows the size and positions of the 2 docks relative to each other. It also shows the position of the new dock relative to LCC #8's western property line and 10 foot setback.
  - SCHEDULE 'A' is a scaled drawing that shows the slightly amended size and shape of water lot 1 for the modified existing dock
  - SCHEDULE 'B' , a suggested new schedule, is a scaled drawing depicting the maximum size and shape of the proposed new water lot 2 for the new dock
- the approval of 2 water lots



## **LCC #8 Dock Project - 2 Water Lots**

### **Overview**

LCC #8 is known as the Tenant in the water lot lease contract with the Town of Gananoque, known as the Landlord in the same contract. The Tenant, locally known as Park Lane, is a condominium with 15 units at 235 South Street. The Tenant has had, for some time now, a single dock with 6 slips and a water lot size of 201 sq. meters. Since 2016, the Landlord and Tenant have had a water lot lease agreement. With the turn over in residents in the past few years, there are now 6 to 8 additional unit owners who wish to have a dock slip at this time.

The existing dock is not expandable for a number of reasons. However, the slip owners have invested in this dock and wish to continue to enjoy the benefits of their investment by continuing to use this existing dock. Therefore, a new dock with 6 to 8 slips is required.

The existing dock has a 2 foot wide spar across the top of the "T" shape. The Tenant wishes to widen that spar to 4.5 feet and shorten its length by five feet (from 58 feet to 53 feet). These modifications will provide additional stability to the dock as well as additional safety for those walking on this dock. It will also provide additional manoeuvring space between the two docks.

### **Proposed Project**

The Tenant proposes to widen one spar of the existing dock by 2.5 feet and shorten the length of that same spar from 58 feet to 53 feet. The tenant proposes to modify slightly the size (from 201 sq. meters to 203 sq. meters) and shape of the current water lot (water lot 1) to accommodate these changes only.

The Tenant also proposes to build a new dock on a separate water lot (water lot 2) that will accommodate 6 to 8 slips, the final number being determined by the number of owners willing to invest in the new dock once slip prices have been confirmed.

In order to move forward, the Tenant is requesting a modification to the existing water lot lease contract for water lot 1 to accommodate the minor changes to the existing dock. At the same time, the Tenant is requesting a modification to the existing water lot lease contract to create the framework within the water lot lease contract for a second water lot (water lot 2) for this new dock. This water lot 2 would be within the space on the St. Lawrence River in front of the Tenant and would not exceed a size of 375 sq. meters.

Together these modifications to the existing water lot lease contract would provide the Tenant with authorization to move forward with the project in 2 parallel paths. Path 1 relates to the modifications of the existing dock while Path 2 relates to the design, costing, building and installation of a new dock.

One of the drawings the Tenant has provided with the application is a drawing of the expected maximum size and the shape of the new water lot 2. Following the new dock design and costing activities, the Tenant will confirm the number of slips on the new dock and the final size and shape of water lot 2 and will provide such to the Landlord. Prior to delivery of this new dock, the Tenant will provide notice to the Landlord of the delivery date. The Tenant proposes that the lease payment for water lot 2 commence on the day the new dock is delivered.

From our perspective, the major steps in the proposed project are:

#### Project Path 1

- 1- Tenant - design and costing for the modifications to the existing dock (completed)
- 2- Landlord and Tenant - process and approve the water lot lease amendments contained in the attached application and supporting documents
- 3- Tenant - proceed with construction and installation of a slightly modified existing dock

#### Project Path 2

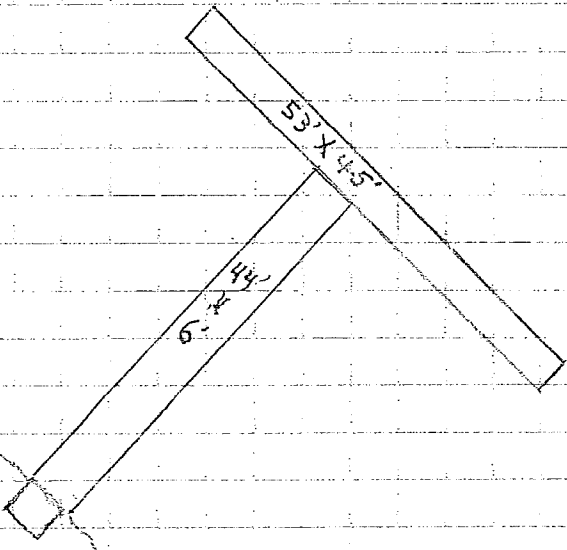
- 1- Tenant - obtain, from unit owners, an expression of interest in having a slip on the new dock (completed)
- 2- Tenant - establish preliminary design and cost targets for the new dock (completed)
- 3- Landlord and Tenant - process and approve the amendments in the attached application and supporting documents (at the same time as for Project Path 1, step 2)
- 4- Tenant - obtain design, schedule and cost proposals from reputable marine construction firm(s) for the new dock
- 5- Tenant - Confirm the number of new dock slips with deposits from unit owners
- 6- Tenant - contract new dock application to CRCA, construction and delivery with the selected marine construction company
- 7- Tenant - notify Landlord of confirmed new water lot size and shape
- 8- Tenant - notify Landlord of new dock delivery date
- 9- Tenant - pay Landlord for new water lot lease for the remainder of the year of the installation
- 10- Contractor - deliver and install dock

With all the damage to docks and marinas following the extremely high water levels on the St. Lawrence River in 2017, marine construction companies are very busy. Therefore, the Tenant cannot give the Landlord a firm installation date for the new dock at this time. However, consistent with the terms of the existing water lot lease contract, the Tenant needs the Landlord's approval before proceeding further with the project. Thus we seek, at the earliest possible time, the Landlord's formal approval to move forward with the project.

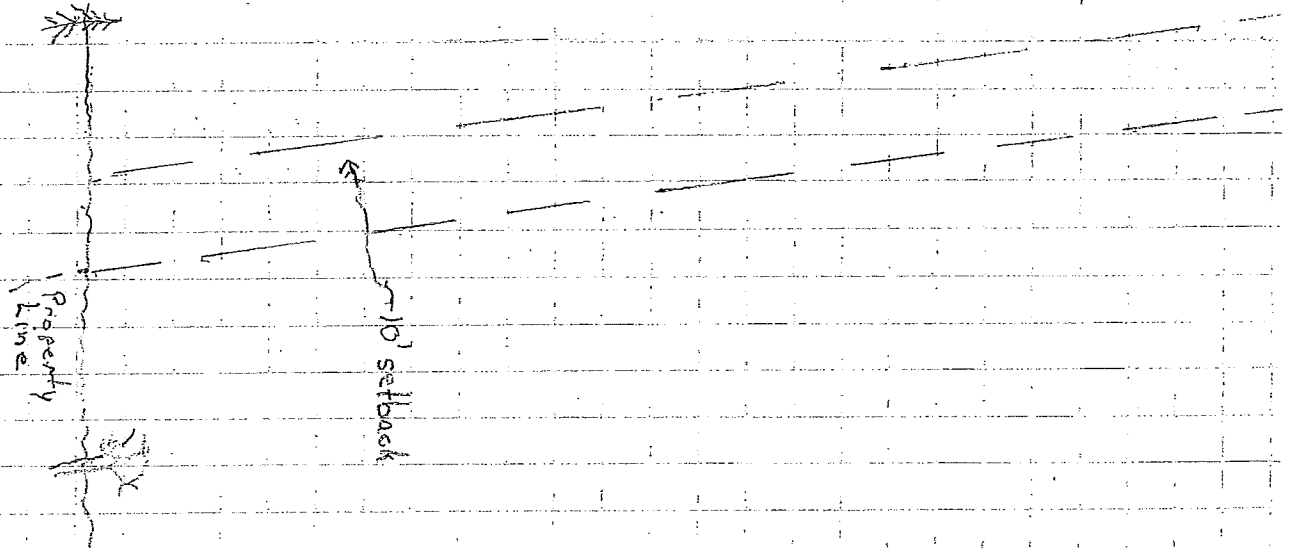
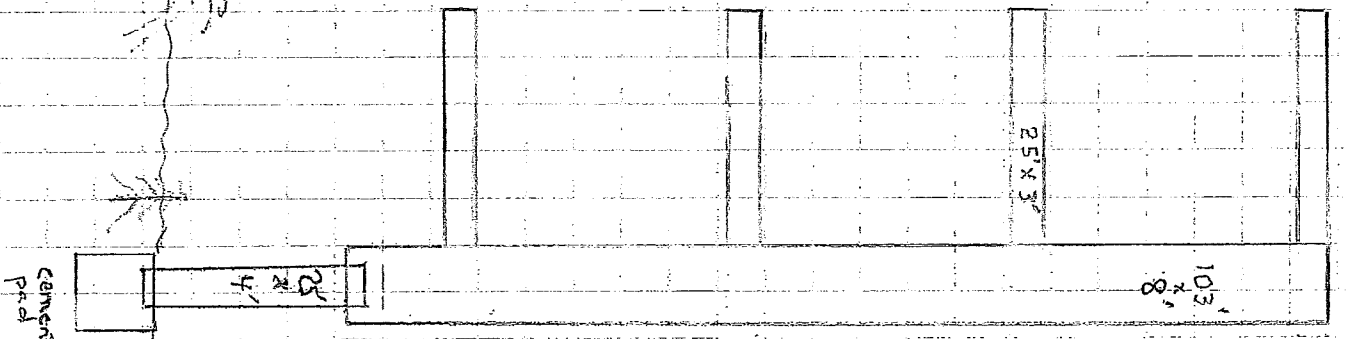
LCC #8 - 2 Docks

Modified Existing Dock

1/4" = 5'



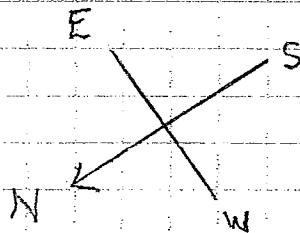
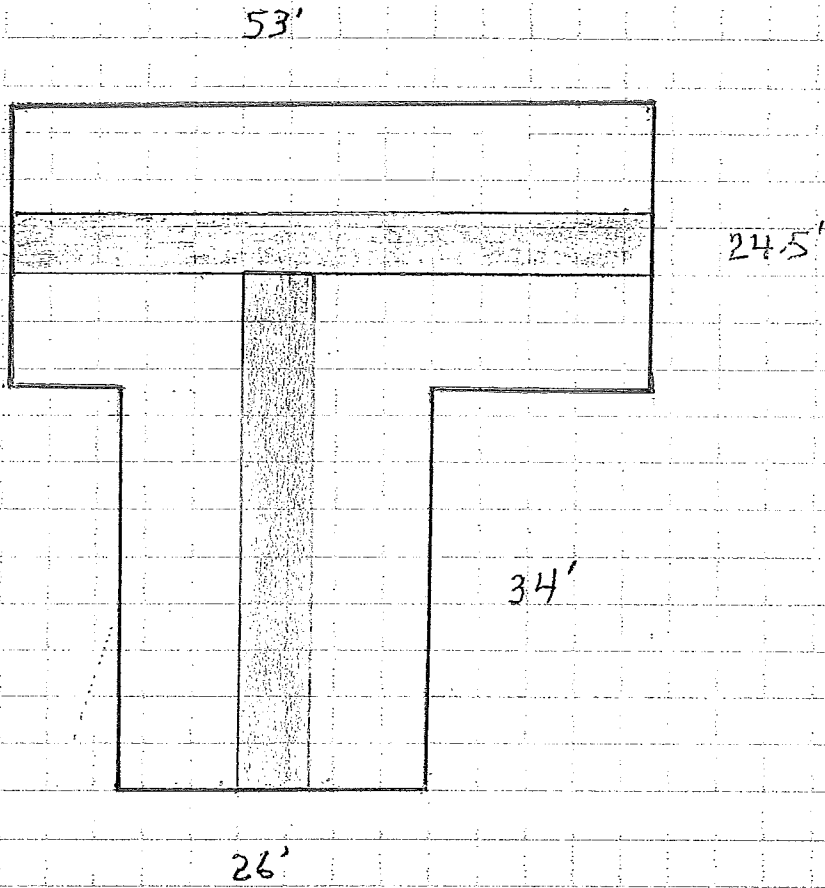
New Dock



18/05/15

SCHEDULE 'A'

(water lot 1)



SCHEDULE 'B'  
(water lot 2)

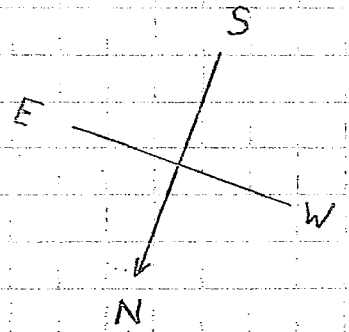
33'

113'

135'

22'

8'



## PLANNING REPORT

TO: PAC

From: Brenda Guy  
Manager of Community Development

Date: Thursday, June 14, 2018

SUBJECT: CPPS2018-07 – KEILTY CO. INC.  
Class III

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### **Background:**

Property: 588 STONE STREET SOUTH

Legal Desc: PLAN 86 PT LOT 657 ES GAN R RP 28R7350 PARTS 1 AND 3  
Town of Gananoque

Acreage: 6,534 SQ. FT.

Lot Coverage: 75% MAXIMUM COVERAGE (NON-RESIDENTIAL USE)

Official Plan: LOWERTOWN

DP Designation: LOWERTOWN MIXED-USE

### **Purpose and Effect:**

The applicant is proposing to repurpose the existing building, which previously operated as part of the Gananoque Inn providing additional overnight accommodations to the public. The proposed use is to operate a dental office. There are no residential units proposed.

### **Provincial Policy Statement**

Section 1.1.1 of the Provincial Policy Statement addresses “Healthy, liveable and safe communities” and that they are sustained by:

- b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

### **Official Plan:**

The lands are located within the Lowertown designation of the Official Plan which sets out the goal to “create a vibrant, year-round, mixed-use Lowertown neighbourhood on an active waterfront where people live, work and play”.

The Official Plan identifies that there are physical and biological features along the waterfront and development not occur between the top of bank and shorelines, shoreline protection be maintained.

Additionally, it speaks of acquiring lands for public walkways, park and related facilities, parking areas be landscaped. The Lowertown Study identifies pedestrian walkways along the street of Stone Street South. It is noted that this would be a difficult lot to provide for a pedestrian walkway given a right of way, which is located in the middle of the property under ownership of an adjacent property owner.

Comment: Office commercial uses are permitted as per Section 3.1.2.3.

**Development Permit:**

The subject property falls within the Lowertown Mixed Use designation and Waterfront Sector Overlay.

The permitted uses allow for an animal clinic, an office, a personal service establishment but not specifically a clinic for dentists as this specific clinic is defined in Commercial Traditional, Progressive Commercial areas only, which is defined as:

*Clinic*

*Means a building used solely for the purpose of consultations, diagnosis and treatment of patients, by one (1) or more legally qualified physicians, dentists, optometrists, chiroprodists, chiropractors or drugless practitioners, together with their qualified assistants and without limiting the generality of the foregoing, the building may include administrative offices, waiting rooms, laboratories, pharmacies or dispensaries directly associated with the clinic, but shall not include accommodation for inpatient care or operating rooms for major surgery.*

The identification of an office being a permitted use but not dentist “office” are similar or commonly referenced. Additionally, consideration that an animal clinic is permissive indicates that the use of a dental office is within keeping of the bylaw.

Waterfront Overlay:

The Waterfront Overlay encourages preservation of existing landscaping within 30 meters of the water.

To preserve existing vegetation and grade, there is no additional parking being created on the south side of the legal right of way (see “parking plan, preserved slope to water”, below).

Setbacks

This application does not propose any changes to the existing footprint of the main building and garage.

Parking

The proposed use as a clinic, the Development Permit By-law requires 6 parking spaces per doctor. This number of spaces is meant to accommodate the doctor(s), patient(s) and other staff that may be on site (such as administrative and janitorial staff). While the clinic intends to

employ more than one dentist, only one dentist will work at any one time. For this reason, the parking requirements for this application are being set using the provisions for a one-doctor clinic. It is noted that should any future Doctor practice at the same time, six additional spaces will be required.

The applicant is proposing 5 spaces which is 1 less space than required. Three spaces are provided within the existing parking area on the south side of the right of way which include a garage and two spaces. It is noted that these spaces will now be located entirely on the property and not partially on public lands being Stone Street S. Two spaces, in tandem, will be located behind the existing building. A third could be provided on these lands, however, it is the desire to maintain the existing landscape. In order to accommodate the six space the applicant may be subject to cash-in-lieu of parking. Correspondence has also been obtained from the adjacent property owner at 104 South Street permitting two additional spaces and within 100 meters of the subject location (location and agreement attached, below).

Each parking space will be a minimum of 10' by 20'. Spaces will be accessed via the right-of-way that divides the subject property but will not block the right-of-way as it is used to access the neighbouring property.

Circulation to agencies:

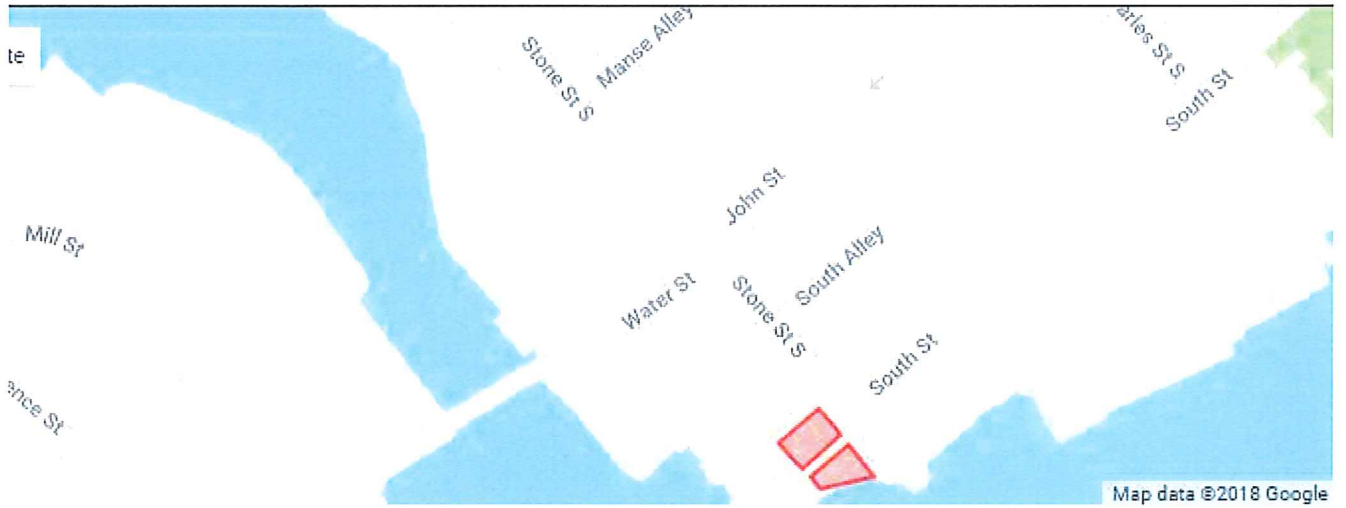
Canada Post		
CAO		
CRCA		Letter dated June 20, 2018
CBO	No Comment	
Eastern Ontario Power		
Economic Development		
Leeds Grenville EMS		
Fire Department		
LG Health Unit		
Police Department		
Water/Sewer		
Public Works		
Other: MTO	No Comment	

Overall, staff have no objection to the application before the committee provided the following conditions are met:

- cash-in-lieu of parking for one space be incorporated
- the owner enter into an agreement, registered on title, with the Town within one year of approval



Subject Property Location – 588 Stone Street South



Location of entrance, hydro pole (second) to be moved



Location of parking space #1, within existing garage



Location of parking spaces #2 and #3

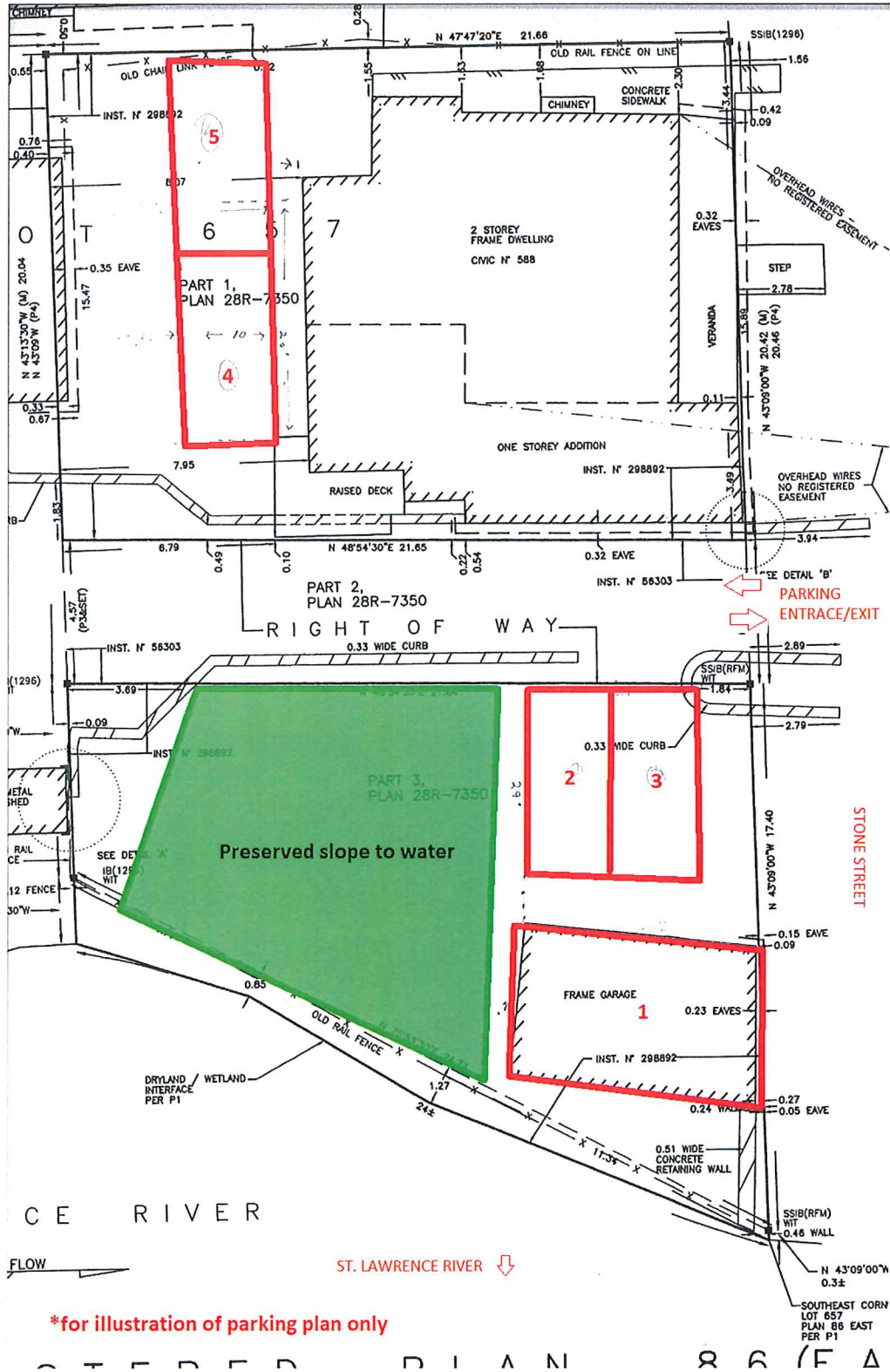




Location of tandem parking spaces #4 and #5, to be resurfaced

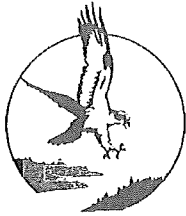


Parking Plan, not to scale



Location of off-site parking (104 South Street), as per letter dated June 8, 2018





**CATARAQUI REGION CONSERVATION AUTHORITY**

1641 Perth Road, P.O. Box 160 Glenburnie, Ontario K0H 1S0  
Phone: (613) 546-4228 Toll Free (613 area code): 1-877-956-CRCA  
Fax: (613) 547-6474 E-mail: info@crca.ca  
Websites: www.crca.ca & www.cleanwatercataraqui.ca



June 20, 2018

File: DPS/GAN/126/2018

**Sent by e-mail**

Chanti Birdi  
Junior Planner/Department Assistant  
Town of Gananoque  
30 King Street East, Box 100  
Gananoque, ON K7G 2T6

Dear Ms. Birdi:

**Re: Community Planning Permit Application CPPS2018-07  
Keilty Co. Inc.  
588 Stone Street South, Town of Gananoque / St. Lawrence River**

Staff of Cataraqui Region Conservation Authority (CRCA) have reviewed the above-noted application to repurpose the existing main building to a dental office and to add two parking spaces, for a total of five, on the property.

The main interests of CRCA in this proposal are the maintenance and/or enhancement of existing vegetated buffer areas, and the avoidance of flooding and erosion hazards associated with the St. Lawrence River.

Staff provide the following comments regarding the proposal with reference to CRCA roles as a technical advisor to the Town on *Planning Act* applications, and as administrator of Ontario Regulation 148/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses. Staff take into consideration the Regulation and the guidelines for implementing the Regulation when commenting on *Planning Act* applications to determine whether CRCA could grant approval under the Regulation for a proposed development, to ensure that any drawings incorporate regulatory requirements to the extent possible, and to ensure coordination of the municipal and CRCA review processes.

*Buffers*

The proposal would appear to involve mostly interior renovations of the existing main building to accommodate a dental office, the removal of sod to accommodate two parking spaces west of the building, and minimal changes to existing parking and driveway surfaces to accommodate a reorientation of two other parking spaces. There are no changes proposed to the existing gardens and lawn between the driveway and the shoreline wall.

*Flooding Hazards*

The regulatory floodplain of the St. Lawrence River has an elevation of 76.4 metres GSC in this location (Anthony, 1993). The existing buildings and the parking spaces would all be located outside the floodplain based on Lidar data and site observation.

Ms. Birdi (CPP2018/07)  
June 20, 2018

*Erosion Hazards*

The shoreline adjacent to the property appears to consist of an approximately 2.5 metre high rock wall with boulder toe protection. The wall is overgrown with vegetation.

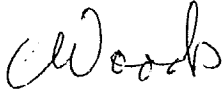
Using the method in a regional study by J.D. Paine Engineering Inc. (1995) for the Lake Ontario and St. Lawrence River shoreline in the Cataraqui Region, the erosion standard applied to the subject site would be 22.5 metres measured from the toe of slope (based on 3(h):1(v) stability allowance plus 15 metre erosion allowance, and assuming 2.5 metre high wall and till substrate).

The existing main building and garage, located 16 metres and 3 metres from the high water mark respectively, as well as the parking spaces, would be located within the erosion hazard. This would not preclude the proposed change of use of the existing main building since the proposal involves interior renovations and minimal changes to the existing parking and driveway surfaces. There would be implications if more substantial changes were proposed such as building additions, reconstructions, additional parking spaces, filling and grading.

Staff have no objection to the approval of application CPPS2018-07 based on our consideration for natural hazard, natural heritage, and water quality and quantity protection policies. We note that permission under Ontario Regulation 148/06 may be required depending on the final proposed changes to the property.

If you have any questions please contact the undersigned at (613) 546-4228 ext. 235, or by e-mail at [cwoods@crca.ca](mailto:cwoods@crca.ca). Please inform this office of any decision made by the Town regarding this application.

Yours truly,



Christine Woods MCIP, RPP  
Resource Planner

cc: applicant, by e-mail



Canadian Gateway to the 1000 Islands

## NOTICE OF MEETING Proposed Class III Development Permit

**TAKE NOTICE** the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, JUNE 26, 2018 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET**, Gananoque to make a recommendation to Council on the application below.

**AND FURTHER TAKE NOTICE** that the Council for the Corporation of the Town of Gananoque will hold a Meeting on **TUESDAY, JULY 3, 2018 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET**, Gananoque to hear the following application to consider a Class III Development Permit:

**File No.** CPPS2018-07

**Applicant:** JOHN KEILTY  
**Owner:** KEILTY CO. INC.

**The lands affected are described as:**  
PLAN 86 PT LOT 657 ES GAN R RP 28R7350 PARTS 1 AND 3

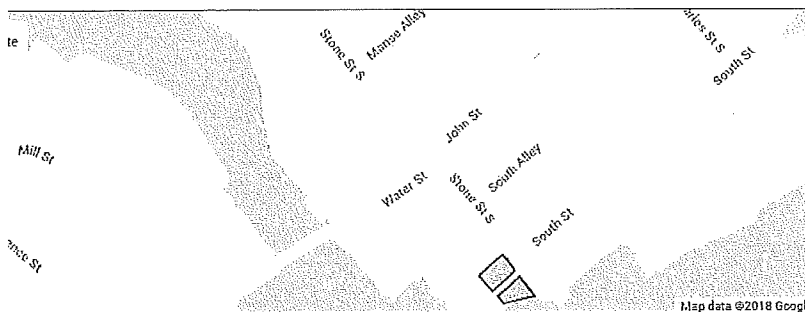
**Municipally known as:**  
588 STONE STREET SOUTH

**The proposal of the lands is:**  
TO REPURPOSE EXISTING BUILDING TO DENTAL OFFICE

Additional information in relation to the proposed development permit is available for inspection between 8:30 am and 4:30 pm in the Administration Offices at 30 King Street East, Gananoque, ON, or by calling 613 382-2149 ext.126.

If you wish to provide comment or input you may do so at the public meeting or in writing prior to the meeting.

**Note:** Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the OMB where the application meets the requirements established through the official plan and development permit bylaw.



DATED this 12<sup>th</sup> day June, 2018

Brenda Guy  
Manager of Community Development  
bguy@gananoque.ca  
613 382-2149 Ext.126





CPPS 20 18/07

**APPLICATION FOR DEVELOPMENT PERMIT APPROVAL  
Section 70.2 of the Planning Act, RSO 1990, as amended**

This application form **MUST** be accompanied with all the submission requirements in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

A meeting with Community Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

- ✓ Complete application form signed including declaration of applicant.
- ✓ Copy of the deed of property or offer to purchase and sale
- ✓ Two (2) large scale copies of all plans being submitted, two reduced 8.5" x 11" of each plan and one electronic copy in pdf format. Plans are to be in a standard scale format (1:250 1:500)
- ✓ Application fee payable to the Town of Gananoque:
  - Class I \$500
  - Class II ~~\$4,500~~
  - Class III \$1,700
  - Amendment to Class I, Class II or Class III \$700
- ✓ Deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of studies for a Class II/Class III
- ✓ Copy of the most recent survey of the subject property
- ✓ **Cataraqui Region Conservation Authority.** Subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority. See fee schedule. Clearance letter will be required by the Town.

**CONTACT INFORMATION**

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: <b>John Keilty</b>	Complete Address including Postal Code: <b>149 Willingdon Ave Kingston Ont K7L-4H9</b>	Phone: <b>613-453-1500</b> Fax: _____ E-mail: <b>john@ajk.ca</b>
Name of Property Owner (if different than applicant): <b>Keiltyco. INC. John Keilty</b>	Complete Address including Postal Code: <b>149 Willingdon Ave Kingston Ont. K7L-4H9</b>	Phone: <b>613-453-1500.</b> Fax: _____ E-mail: <b>john@ajk.ca</b>
Architect/Designer/Planner:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Engineer:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Ontario Land Surveyor:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____

Street or Property Address (if applicable): **588 Stone St. South**

**LEGAL DESCRIPTION**

Lot/Con/Plan: **Pt. Lot 657 E GAN RIV. PL 86 PT 1+3 28R 7350.**

Roll 4

PART 1

Frontage: <b>79.99 FT</b>	Depth: <b>98 FT</b>	Area (sq.m): <b>3,379 sq ft</b>	Area (acres): <b>.078</b>	0814000020 45400
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PART 2

<b>58.13 FT</b>	<b>70 FT</b>	<b>2,755 sq ft</b>	<b>.063</b>	0814000020 45400
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**SUBMISSION REQUIREMENTS**

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

- Site Plan(s)** including scaled accurate measurements of:
  - o Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
  - o Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
  - o Dimensions and gross floor area of all building and structures to be erected;
  - o Existing structures to be retained, removed or relocated;
  - o Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
  - o Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
  - o Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
  - o Access driveways including curbing and sidewalks
  - o Proposed fire routes and fire route sign locations
  - o Dimensions and locations of loading zones, waste receptacles and other storage spaces;
  - o Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
  - o Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
  - o Location, type and size of any other significant features such as fencing, gates and walkways.
- Drainage Plan(s)** including scaled accurate measurements of:
  - o Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;
- Landscape Plan(s)** including scaled accurate measurements of:
  - o Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;
- Site Servicing Plan(s)** including scaled accurate measurements of:
  - o Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.
- Grade Control and Drainage Plan(s)** including scale accurate measurements of:
  - o Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
  - o Location of any creeks, ravines or watercourses with elevations and contours;
  - o Arrows indicating the proposed direction of flow of all surface water;
  - o Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
  - o Existing and/or proposed right-of-ways or easements
- Elevation and Cross-Section Plan(s)** including scale accurate measurements of:
  - o Drawings that show plan, elevations and cross section views for each building or structure to be erected;
  - o Conceptual design of building;
  - o Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
  - o Exterior design including character, scale, appearance and design features of the proposed building;
  - o Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
  - o Photographs of the subject land and abutting streetscape on both side of the street
- Supporting Studies and Reports.** Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

<ul style="list-style-type: none"> <li><input type="checkbox"/> Servicing options report</li> <li><input type="checkbox"/> Hydrogeological Study</li> <li><input type="checkbox"/> Drainage and/or stormwater management report</li> <li><input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area</li> <li><input type="checkbox"/> Archaeological Assessment</li> <li><input type="checkbox"/> Influence area study for development in proximity to a waste management facility or industrial use</li> <li><input type="checkbox"/> Traffic Study</li> <li><input type="checkbox"/> Heritage Resource Assessment</li> <li><input type="checkbox"/> Mine hazard rehabilitation assessment</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Phase I Environmental Study and if investigation as required</li> <li><input type="checkbox"/> Noise and/or vibration study</li> <li><input type="checkbox"/> Source Water protection study</li> <li><input type="checkbox"/> MDS I or II calculation</li> <li><input type="checkbox"/> Minimum Separation distance calculation for an industrial use or a waste management facility</li> <li><input type="checkbox"/> Confirmation of sufficient reserve sewage system capacity and reserve water system capacity</li> <li><input type="checkbox"/> Vegetation Inventory and/or Tree Preservation Plan</li> <li><input type="checkbox"/> Supporting Land Use Planning Report</li> </ul>
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<b>Existing Use(s):</b>	
Length of time the existing use of the subject lands have continued:	
Has the property been designated as a Heritage Site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the property presently under a Site Plan Agreement?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act? If yes, provide the file number and the status of the application?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Use(s):</b> <u>Dental Office</u>	
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law and how have the applicable criteria have been addressed? <u>Office is permitted, Clinic is not (def. defines dentist)</u>	
Is a variation requested? Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law. <u>Relief of 1 parking space Use as clinic</u>	
Abutting Land Use(s): <u>Residential and Commercial (Hotel)</u>	
Is the Development to be phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
What is the anticipated date of construction?	<u>- FALL OF 2018</u>
Is the land to be divided in the future?	<u>No.</u>
Are there any easements, right-of-ways or restrictive covenants affecting the subject land?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <u>See Survey'r</u>

<b>Plan Details:</b>			
<input type="checkbox"/> Residential	<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional
	Lot Area: <u>6134 sqft</u> _____ (sq.m)	Building Coverage: _____ (%) _____ (sq.m)	Landscape Coverage: _____ (%) _____ (sq.m)
Building Height: _____	No. of Storeys: <u>2</u>	No. of Units: _____	Method of Garbage Storage: _____
Parking Surface: Existing: <u>gravel</u> Proposed: <u>gravel/pave</u>	Number of Parking Spaces: Existing: <u>3</u> Proposed: <u>2</u> Total: <u>5</u>	Dimensions of Parking Spaces: _____	Number of Accessible Spaces: _____
Loading Spaces:	Number of Loading Spaces: <u>0</u>	Dimensions of Loading Spaces: _____	Other: _____

<b>Heritage Tourist Inn/Bed and Breakfast:</b>			
Is this an application for a Heritage Tourist Inn? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other _____	Is this an application for a Bed and Breakfast? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> Other _____
A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.			

EXISTING BUILDINGS:		Building 1	Building 2
	Type of Structure	2 Storey	Single Car Garage
	Date Constructed:	Unknown	Unknown
	Front Line Setback:	0	<del>0</del> .05
	Rear Lot Line Setback:	7.95	14.76
	Side Lot Line Setback:	1.55	24.6
	Side Lot Line Setback:	0.1	5.25 (to water side)
	Height:	—	—
	Dimensions:	Approx. 39 x 38 ft	Approx. 25 x 16 ft
	Floor Area:	~ 1,485.38 sq ft	~ 403.4 sq ft
PROPOSED BUILDINGS:		Building 1	Building 2
N/A	Type of Structure:		
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

**Access:**

Municipal Street     Unopen Road Allowance     Existing Right-of-way     Other \_\_\_\_\_

Name of Street/Road: Stone St. South

Entrance Approvals and Permit Number(s): existing

If the application will result in the creation of a new private road, a request for street naming will have to be submitted in conjunction with this application, to be approved by Council.

**Water Access (where access to the subject land is by water only)**

Docking Facilities (specify) _____ distance from subject land _____ distance from nearest public road _____	Parking Facilities (specify) _____ distance from subject land _____ distance from nearest public road _____
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**Services:**

Municipal Water and Sewer     Municipal Water & Private Sewage     Private Well and Municipal Sewage     Private Well and Private Sewage

Water and Sewer Hook-up Approvals and Permit Number(s): \_\_\_\_\_

**AUTHORIZATION BY OWNER**

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize \_\_\_\_\_ (print name) to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purposes of conducting a site inspection with respect to the attached application.

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Signature of Owner
Signature of Owner

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Signature of Witness (not applicant)
Date

**CONSENT BY OWNER**

Complete the consent of the owner concerning personal information set out below.

I/We, Keiltyco, Inc, am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.

\_\_\_\_\_ Signature of Owner

\_\_\_\_\_ Signature of Owner

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Signature of Witness (not applicant)
Date

**DECLARATION OF APPLICANT**

I, John Keilty of the Province of Ontario, in the Province City of Kingston solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of The Canada Evidence Act.

Declared/Sworn before me at Town of Gananoque this 7<sup>th</sup> day of June, 2018.

\_\_\_\_\_ Signature of a Commissioner, etc

\_\_\_\_\_ Signature of Applicant

<b>Office Use Only:</b>		Roll No: <u>08 14 000 020 454 00</u>
Official Plan Designation: <u>Lowertown</u>	Development Permit Designation: <u>Lowertown Mixed Use</u>	Other:
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications: <input type="checkbox"/> Cash-In-Lieu of Parking	<input type="checkbox"/> Condominium Approval	<input type="checkbox"/> Consent/Severance
	<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Subdivision Approval
Date Application Received:	Date Application Deemed Complete: <u>June 12/18</u>	Fees Received: <u>\$1,700 ✓</u>

Ashvina & Mukesh Patel  
104 South St.  
Gananoque ON

June 8, 2018

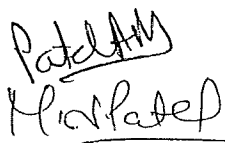
To the Town of Gananoque

Re: 588 Stone St. Parking

As the owners of 104 South St. Gananoque, ON we agree to let the owners of 588 Stone St. S, Gananoque, ON use two of the parking spaces in our parking lot.

104 South Street is located across the street from 588 Stone St. S.

Sincerely

  
Ashvina & Mukesh Patel