

**NOTICE OF MEETING**  
**Proposed Class II Development Permit**

TAKE NOTICE THAT the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, DECEMBER 22, 2020 at 6:00 P.M.** via **TELECONFERENCE** using the toll-free number and access code provided on the meeting agenda to hear and consider the following Class II Development Permit Amendment application:

File No. **DP2020-19**

APPLICANT/OWNER: **DAN HICKS**

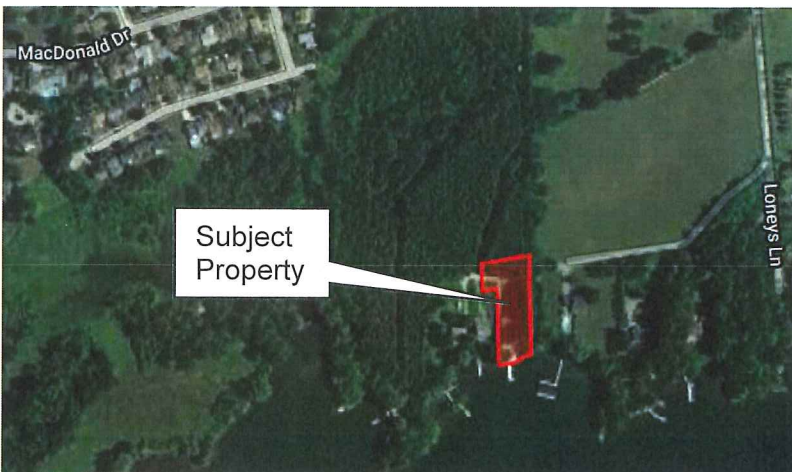
The property municipally and legally described as  
**799 KING STREET EAST**  
CON 1 PT LOT 17 RP 28R6806 PART 1 PART 2  
TOWN OF GANANOQUE

has applied to the Town of Gananoque for a Development Permit to  
**CONSTRUCT A GARAGE WITH A FLOOR AREA OF 1520 SQ. FT. IN THE FRONT YARD  
SETBACK OF THE SUBJECT PROPERTY**

Additional information in relation to the proposed development permit application is available for inspection during business hours in the Administration Offices at 30 King Street East, Gananoque, ON, or by calling Chanti Birdi at 613-382-2149 ext. 1129, or emailing [assistantplanner@gananoque.ca](mailto:assistantplanner@gananoque.ca).

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 LPAT where the application meets the requirements established through the official plan and development permit by-law.



DATED this 30<sup>TH</sup> day **NOVEMBER, 2020**

\_\_\_\_\_  
Brenda Guy  
Manager of Planning and Development



DP 20 20119

**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 Planning and 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. 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: <u>Don Hicks</u>	Complete Address including Postal Code: <u>799 KING ST E GANANORUR ON K7G 1L4</u>	Phone: <u>613-561-8739</u> Fax: _____ E-mail: <u>easternmarine@coyeco.net</u>
Name of Property Owner (if different than applicant):	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Architect/Designer/Planner: <u>WRIGHT ENGINEERING</u>	Complete Address including Postal Code: <u>100 VICTORIA AVE GANANORUR ON K7G 2S1</u>	Phone: <u>613-382-2399</u> Fax: _____ E-mail: _____
Engineer:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Ontario Land Surveyor: <u>JORDON-BENNETT BOB JORDON</u>	Complete Address including Postal Code: <u>P.O BOX 485 33 PERTH ST. BROCKVILLE. K6V 5E7</u>	Phone: <u>613-342-7525</u> Fax: _____ E-mail: <u>jbgematics.com</u>

Street or Property Address (if applicable):

**LEGAL DESCRIPTION**

Lot/Con/Plan: Con. 1 Pt. Lot 17 28R 6806 Pt. 1/Pt. 2

Frontage: <u>110 FT</u>	Depth: <u>312 FT</u>	Area (sq.m): <u>3152</u>	Area (acres): <u>.81</u>
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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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**Existing Use(s):**

Length of time the existing use of the subject lands have continued:

Has the property been designated as a Heritage Site?  Yes  No

Is the property presently under a Site Plan Agreement?  Yes  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?  Yes  No

If yes, provide the file number and the status of the application?

**Proposed Use(s):**

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?

Is a variation requested? Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law.

Abutting Land Use(s):  
RESIDENTIAL

Is the Development to be phase?  Yes  No

What is the anticipated date of construction? ASAP

Is the land to be divided in the future? No

Are there any easements, right-of-ways or restrictive covenants affecting the subject land?  Yes  No

**Plan Details:**

<input checked="" 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: <u>4.48 m</u>	No. of Storeys: _____	No. of Units: _____	Method of Garbage Storage: _____
Parking Surface: Existing: _____ Proposed: _____	Number of Parking Spaces: Existing: _____ Proposed: _____ Total: _____	Dimensions of Parking Spaces: _____	Number of Accessible Spaces: _____
Loading Spaces:	Number of Loading Spaces: _____	Dimensions of Loading Spaces: _____	Other: _____

**Heritage Tourist Inn/Bed and Breakfast:**

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 _____
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**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	HOUSE	
	Date Constructed:	1992	
	Front Line Setback:	85 FT	
	Rear Lot Line Setback:	188 FT	
	Side Lot Line Setback:	E 34 FT	
	Side Lot Line Setback:	W 12.4 FT	
	Height:	12 FT	
	Dimensions:	40 X 27	
	Floor Area:	1080 sq FT	
PROPOSED BUILDINGS:		Building 1	Building 2
	Type of Structure:	GARAGE	
	Proposed Date of Construction:	ASAP	
	Front Line Setback:	242 FT	
	Rear Lot Line Setback:	31.5 FT	
	Side Lot Line Setback:	W - 85 FT	
	Side Lot Line Setback:	E - 33.7 FT	
	Height:	14.6 FT	
	Dimensions:	40 X 38	
	Floor Area:	1520 sq FT	
Attached Additional Page, if necessary			

**Access:**

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

Name of Street/Road: **KING ST EAST**

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 _____	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 \_\_\_\_\_ (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.

Owner Name (Please Print)	Owner Name (Please Print)
Signature of Owner	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, \_\_\_\_\_, 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
Signature of Witness (not applicant)	Date

**DECLARATION OF APPLICANT**

I, Danny Hills of the Town of Gananoque in the County of LPAS 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 Gananoque this 27 day of October, 2020

Signature of a Commissioner, etc	Signature of Applicant
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<b>Office Use Only:</b>		Roll No: <u>020 30202</u>
Official Plan Designation: <u>Residential</u>	Development Permit Designation: <u>Estate Residential</u>	Other: _____
Access (Entrance Permits etc): <u>n/a</u>	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: <u>November 6/2020</u>	Date Application Deemed Complete: _____	Fees Received: _____



**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 Planning and Development or the Director of Public Works, Community Services 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 Planning and 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 Planning and Development, within their respective areas of jurisdiction.

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I, Danny Hicks of the Town of Gananoque in the  
County of LEEDS solemnly declare that:

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

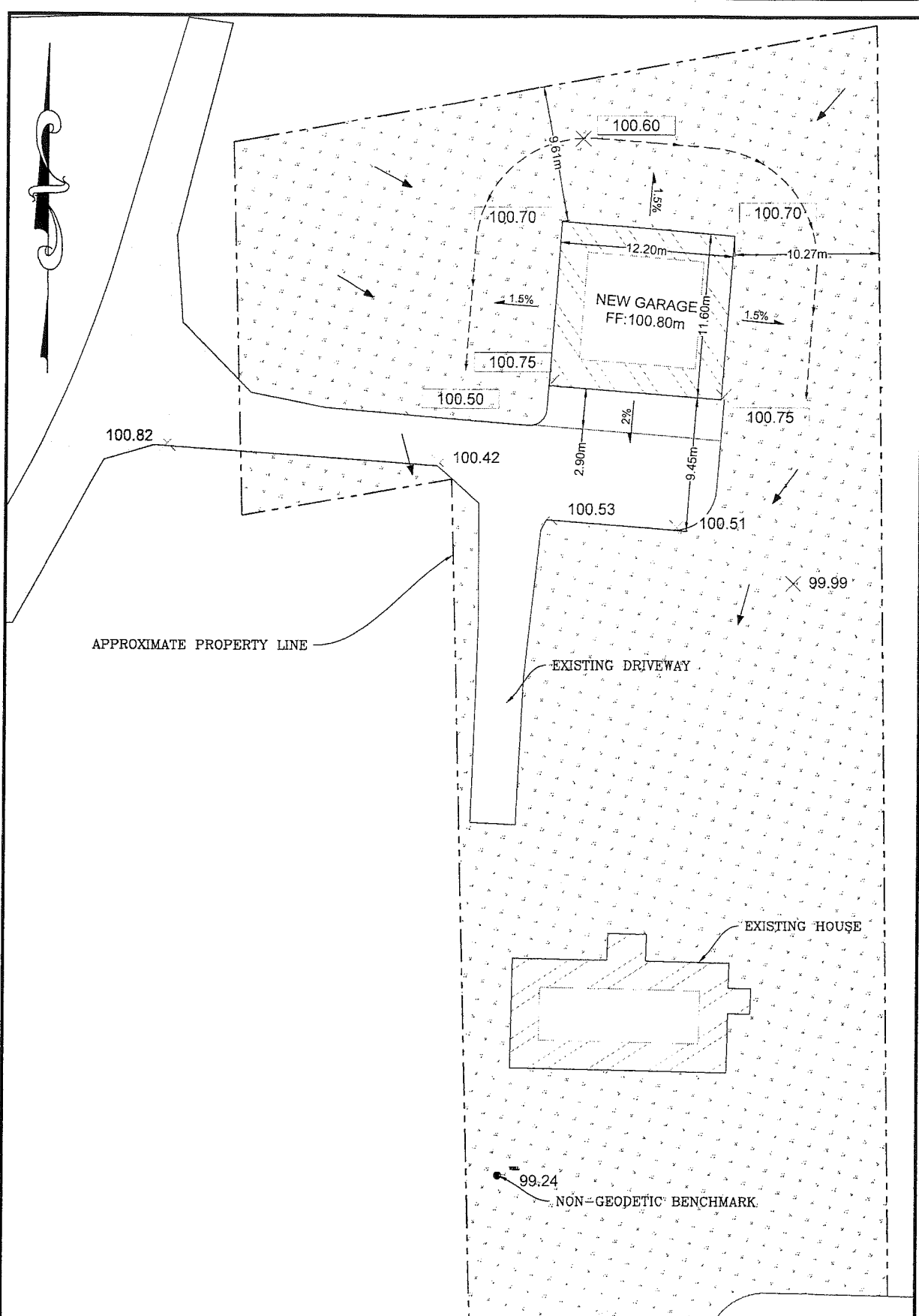
Furthermore, I accept the Town's peer review process whereby I agree to provide the Town of Gananoque with a deposit in the amount of \$2,000 (two thousand dollars) in order to conduct the necessary peer review(s) in the completion of my planning application. In the event that payment is not received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

Danny Hicks  
Print Name – Owner/Applicant

  
Signature – Owner/Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk or Manager of Planning and Development



**Groundwork Engineering Limited**  
 GEO-TECHNICAL • CIVIL • STORMWATER • GROUNDWATER  
 UNIT 640 - 654 NORRIS COURT  
 KINGSTON, ONTARIO  
 OFFICE (613) 634-1789

Client / Land Owner: <b>DAN HICKS</b>	
Project: <b>NEW GARAGE</b>	
Drawing Title: <b>799 KING STREET EAST</b>	
Project Number: <b>GW-20051</b>	
Drawing Number: <b>C-101</b>	

Drawn by: <b>TF</b>
Checked By: <b>MB</b>
Scale: <b>1:250</b>
Date: <b>OCT 2, 2020</b>

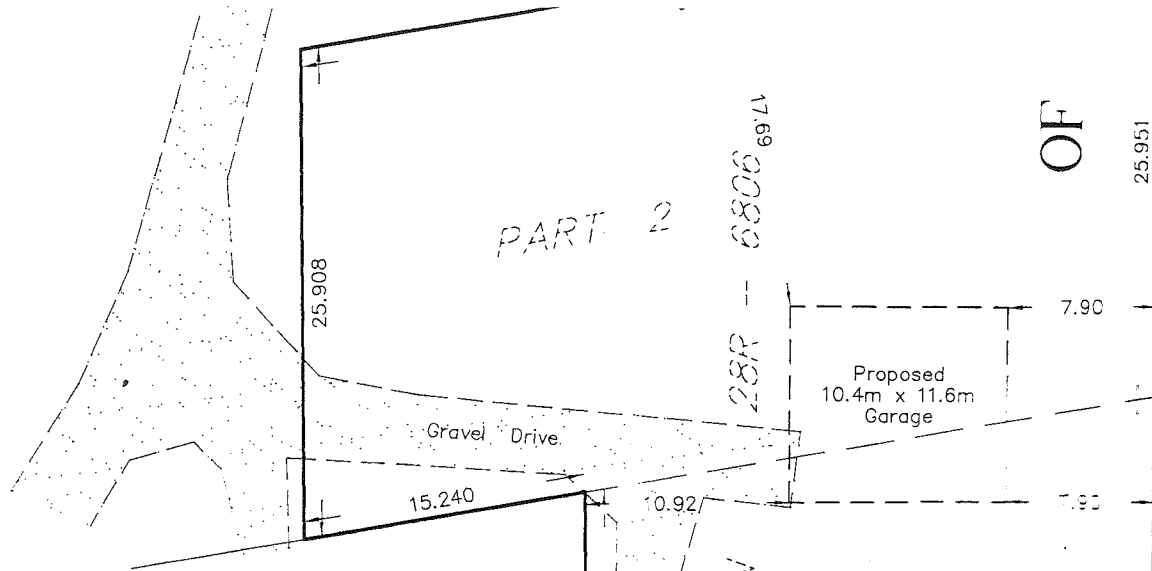
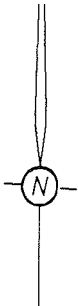
REVISIONS		
No.	Description	Date
1.	ISSUED FOR CONSTRUCTION	2020/10/02

BENCHMARK:		
No.	DESCRIPTION	ELEVATION
BM	TOP OF WELL CAP WITH A LOCAL ELEVATION	99.24m

LICENSED PROFESSIONAL ENGINEER  
**5 Oct 2020**  
**M. H. BURGER**  
 PROVINCE OF ONTARIO





ER-X3 ZONING

ER-X2 ZONING

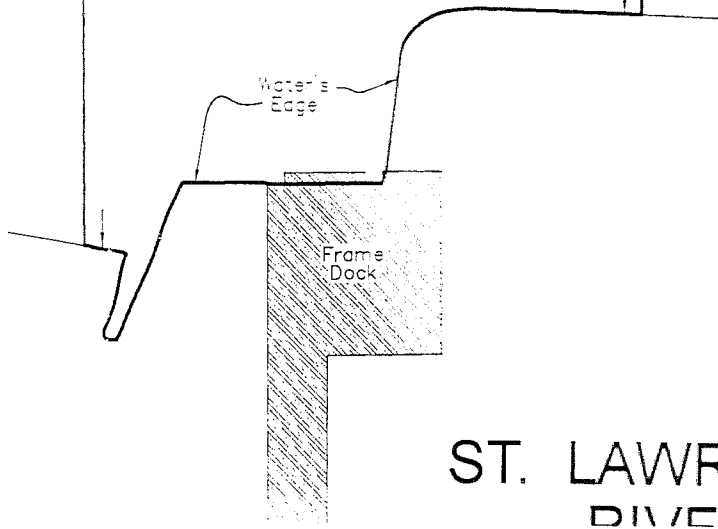
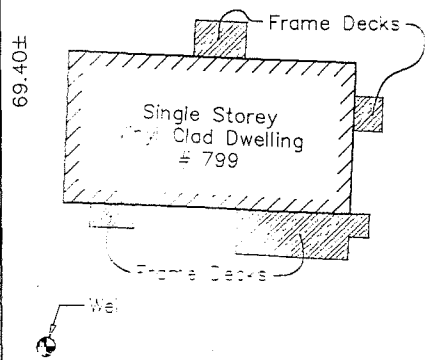
TOWN

PAF  
PAR  
28R

25.951

62.101

LOT 1 RECEIVED DIAN 079



NOTES

ALL DISTANCES ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

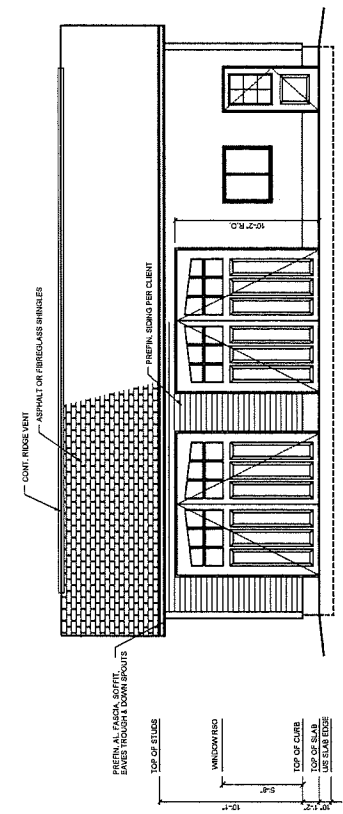
Site Details

Site area - 3152 sq. m.

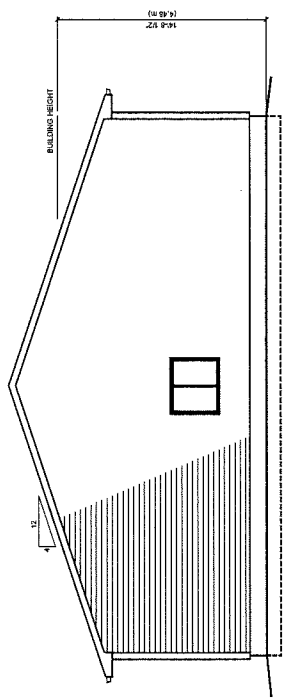
Official Plan Designation - Residential  
Zoning Designation - ER-X2 Estate Residential Special Exception  
Bylaw 1990-22

MINIMUM ZONING REQUIREMENTS (ER-X2)

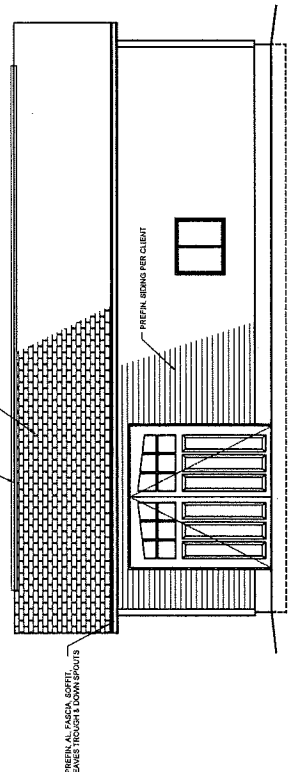
Lot Area .....	1800 sq. m.
Lot Frontage.....	20 m
Front Yard.....	7.5 m
Side Yard.....	3 m
Rear Yard waterfrontage.....	15 m
Lot Coverage (Maximum).....	10 %



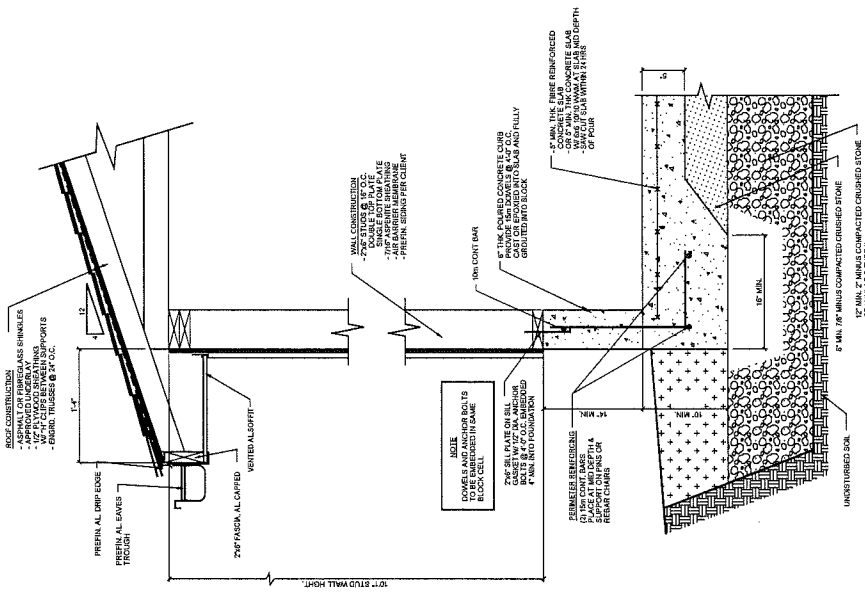
FRONT ELEVATION  
SCALE 1/4"=1'-0"



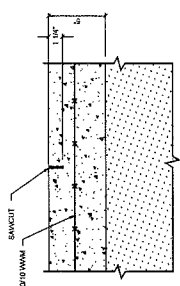
LEFT/RIGHT ELEVATION  
SCALE 1/4"=1'-0"



REAR ELEVATION  
SCALE 1/4"=1'-0"



1 TYPICAL WALL SECTION  
SCALE 1/2\"/>



2 TYPICAL SAWCUT  
SCALE 3\"/>



REV	DATE	DESCRIPTION OF CHANGE
N/C	24/02/2024	FOR CONSTRUCTION

SECTION, NOTE OR DETAIL NO. SHEET NO. LEGEND

THIS DRAWING IS THE PROPERTY OF WRIGHT ENGINEERING & DESIGN. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN CONSENT OF S.V. WRIGHT DESIGN.

HICKS GARAGE  
789 KING ST E  
GAINANCOQUE, ON

PREPARED BY  
**WRIGHT ENGINEERING & DESIGN**  
1000 WILSON AVENUE  
GAINANCOQUE, ONT. L7G-2B1  
(913) 382-2389

DWG. TITLE  
**GARAGE PLANS**

DRAWN: RWW	REV. N/C
CHECKED: RWW	DWG. NO.
PROJECT NO.	<b>S2</b>
DATE: 21 FEB 2024	SCALE: AS NOTED
	OF 2

