



## **The Corporation of the City of Stratford Planning and Heritage Sub-committee MINUTES**

Date: January 25, 2018

Time: 4:30 P.M.

Location: Council Chamber, City Hall

Sub-committee Present: Councillor Ritsma - Chair Presiding, Councillor Ingram - Vice Chair, Councillor Brown, Councillor Henderson, Councillor Vassilakos

Staff Present: Jeff Leunissen - Manager of Development Services, Jodi Akins - Council Clerk Secretary, Mike Beitz - Corporate Communications Lead

### **1. Call to Order**

The Chair called the meeting to Order.

### **2. Disclosure of Pecuniary Interest and the General Nature Thereof**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

#### Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made at the January 25, 2018 Sub-committee meeting.

### 3. Delegations

None scheduled.

### 4. Report of the Director of Infrastructure and Development Services

#### 4.1 Sign By-law Variance for the Royal Canadian Legion Branch 8 (Stratford Legion) (PLA18-001)

**Staff Recommendation:** THAT the Royal Canadian Legion Branch 8 be granted a sign variance for permission to erect two fascia signs on the existing mounting brackets/designated spaces on City Hall for a maximum of fourteen days for Remembrance Day activities provided they obtain a sign permit;

AND THAT the sign variance noted above remain in effect until December 1, 2022.

**Sub-committee Discussion:** In response to why the Legion needs to reapply for this sign variance every few years, it was suggested it is good to re-evaluate the application from time to time as the signs or the brackets on City Hall may change.

Motion by Councillor Vassilakos

**Sub-committee Recommendation:** THAT the Royal Canadian Legion Branch 8 be granted a sign variance for permission to erect two fascia signs on the existing mounting brackets/designated spaces on City Hall for a maximum of fourteen days for Remembrance Day activities provided they obtain a sign permit;

THAT no application fee be charged for the sign permit;

AND THAT the sign variance noted above remain in effect until December 1, 2022.

Carried

### 5. Project Update

**Sub-committee Discussion:** The Manager of Development Services referred to the January 2018 project update and advised of the following:

*"Strengthening our Community: Attracting People and Investment"*

There are three zone change applications in process at the moment; one on Lorne Avenue, one on Downie Street in the Bradshaw building and one at 355 Douro Street, which will be predominantly townhouses.

In response to questions regarding the Bradshaw building, the Manager of Development Services advised they are obtaining a building permit for the upper floors and the zone change application is to allow them to put residential units on the ground floor. He believes they are hoping to have construction completed for September 2019. An encroachment application is necessary as the building sits on the property line and the new front door and roof will encroach onto the road allowance.

In response to a question about parking spaces for tenants, the Manager advised that parking spaces are not required in the core and he believes there are around 25 spaces. It will be the responsibility of the owner/operator of the building to make it clear to potential tenants that there is limited parking. Concerns were raised that this may be a problem in the future.

There is one condominium application and five site plan applications under way at the moment. He noted that potential noise concerns are part of the application review for a new car wash at 1010 Ontario Street.

It was a busy year for consent and minor variance applications, with a significant increase in numbers from the previous year. There were also significantly more site plan applications in 2017.

Discussion took place about the Formal Consultation Submissions. Staff have consulted SABA regarding a formal by-law but they have suggested that attention be focused on site plan securities. They believe there could be a simpler way that still protects the City but is easier for staff and builders.

It was noted that the Infrastructure and Development Services department is very busy. As to whether more staff is required, the Manager replied he wasn't sure it was necessary at this time.

Concern was raised that Council isn't receiving notice of minor variances or consent application decisions. The Manager advised he would look into it.

Discussion took place about an ongoing OMB hearing and the potential replacement of the OMB with local planning tribunal hearings.

The number of new dwelling permits issued was reviewed. The Manager noted that 2017 was an above average year and the last three years have been an anomaly. Previously the average was 115 per year. He expects 2018 to be equally busy.

The comprehensive zoning by-law review is taking longer than expected, with staff not having enough time to dedicate to it. There has been a broad range of public consultation and staff are trying to balance different interests.

Discussion took place regarding ongoing applications at 33 Market Place.

#### **6. Advisory Committee/Outside Board Minutes**

The following Advisory Committee/Outside Board minutes are provided for the information of Sub-committee:

Heritage Stratford Committee minutes of October 4, 2017

#### **7. Next Sub-committee Meeting**

The next Planning and Heritage Sub-committee meeting is March 1, 2018 at 4:30 p.m. in the Council Chamber, City Hall.

#### **8. Adjournment**

Motion by Councillor Ingram

**Sub-committee Decision: THAT the Planning and Heritage Sub-committee meeting adjourn.**

**Carried**

Meeting Start Time: 4:30 p.m.

Meeting End Time: 5:05 p.m.