



**Planning and Protection Committee Agenda  
May 15<sup>th</sup>, 2018, following Corporate Services Committee  
Carleton Place Town Hall, Council Chambers**

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**Please silence all electronic devices.**

- 1) CALL TO ORDER
- 2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST
- 3) REGISTRATION OF PUBLIC WISHING TO SPEAK
- 4) DELEGATIONS / PRESENTATIONS

**i. Rod Scribner**

Re: Boulton House Development, 33-35 Mill Street

**ii. Ruth and Brooke McNabb**

33-35 Mill Street Development

**5) COMMUNICATIONS (REPORTS)**

**iii. Extension of Thruway Agreement DP1A-08-2016 (Communication 129209)**

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Joanna Bowes, Manager of Development Services

**Suggested Motion:**

**THAT** a 2-year extension be granted for Phase 1b of the Thruway project from September 2018 until September 2020; and

**THAT** all other dates in the agreement relating to phasing be extended by two (2) years.

**iv. 17 Albert Street DP3-06-2017 (Communication 129210)**

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Joanna Bowes, Manager of Development Services

**Suggested Motion:**

**THAT** the Committee hereby authorizes application DP3-06-2017 and directs staff to move forward with the drafting of the Development Permit Agreement and, when conditions have been met, issue a Development Permit Agreement with conditions attached;

**AND FURTHER THAT** the Committee authorizes Staff to issue a Development Permit upon receipt of all required information fees and security. The Development Permit will include standard clauses as well as the following site specific conditions:

1. That the Owner agrees to a total of six (6) new residential units and one (1) commercial/office space.
2. An encroachment agreement is required between the Owner and the Town of Carleton Place for the existing steps that encroach onto the Beckwith Street right-of-way and for parking space #1.
3. Garbage is to be accommodated within the interior of the building.
4. Snow removal will be undertaken by the owner of the property.

## **6) ADJOURNMENT**

## **COMMUNICATION 129209**

Received From: Joanna Bowes  
Addressed To: Planning and Protection Committee  
Date: May 15, 2018  
Topic: Extension of Thruway Agreement DP1A-08-2016

### **SUMMARY**

In 2012, the developer of the Thruway Restaurant property applied for a Development Permit Class 3 application (DP3-05-2012). This agreement was finally executed and registered in 2015. Since then, several amendments were made to the Development Permit agreement by McDonald's Restaurant, which leases lands from Thruway. The last amendment to the original DP3-05-2012 was through application DP1A-08-2016. In that Development Permit agreement, time periods were outlined whereby the Developer was required to have started each of the phases of his project.

Due to extenuating circumstances, the developer is requesting an extension of the deadline set for Phase 1b of his project as well as a 2-year extension to the deadlines for the remaining phases outlined within the Development Permit Agreement.

### **COMMENT**

The clause in the development permit agreement reads:

#### **"Phase 1b**

If all building permits have not been issued by September 2018, the approval inherent herein shall be null and void, at the Town's discretion, unless an extension is granted in writing by the Town."

ZanderPlan, on behalf of the owner of the lands has noted that the developer has been attempting to work through the various processes required to obtain the necessary permits from the Ministry of Transportation, specifically with regards to access onto Highway 7. These permits are required prior to being able to apply for or receive a building permit. It is believed that the approvals will be coming shortly, however, due to the amount of time it has taken thus far, the developer is requesting a 2-year extension to the agreement from September 2018 to September 2020 for Phase 1b. Similarly, he is requesting an extension to all other phasing related deadlines by two (2) years.

### **STAFF RECOMMENDATION**

**THAT** a 2-year extension be granted for Phase 1b of the Thruway project from September 2018 until September 2020; and

**THAT** all other dates in the agreement relating to phasing be extended by two (2) years.

## **COMMUNICATION 129210**

Received from Joanna Bowes, Manager of Development Services  
Addressed to Planning and Protection Committee  
Date April 17, 2018  
Topic DP3-06-2017, 17 Albert Street- REVISED

### **SUMMARY**

A Class 3 application was submitted for the property legally described as LT 16 Sec D PL 276 Lanark N Beckwith; PT LT 15 Sec D PL 276 Lanark N Beckwith as in R172426, Town of Carleton Place. It is locally known as 17 Albert Street and is designated as Downtown District.

The application was circulated for comments from staff, Council, agencies and the public and was brought forward to the March 6, 2018 Planning and Protection meeting.

The application was to convert the upper floors of the former church into three residential storeys comprising 9 new dwelling units along with the existing 4 residential units. A total of 9 new parking spaces were proposed along with the existing 4 parking spaces currently available.

A number of variances were requested pertaining to parking space sizes and to recognize the existing non-conformity. See the full Communication 129109 for further information.

The staff recommendation was:

“THAT the Committee hereby authorizes application DP3-06-2017 and directs staff to move forward with the drafting of the Development Permit Agreement and,

- a) require that conditions be met before issuing a development permit and,
- b) When the conditions have been met, issue a development permit with conditions attached;

AND FURTHER THAT the Committee authorizes staff to issue a development permit upon receipt of all required information fees and security. The development permit will include standard clauses to address servicing, grading, landscaping and utility requirements as well as the following site specific conditions:

1. That the Owner agrees to a total of six new residential units.
2. An encroachment agreement is required between the owner and the Town of Carleton Place for the existing steps that encroach onto the Beckwith Street right-of-way and for parking space #1.
3. Garbage is to be accommodated within the interior of the building



The most recent site plan indicates a total of 10 units and 10 parking spaces. The units are comprised of the four (4) existing units and a proposed additional six (6) units. After site movements were reviewed, it was determined that parking spaces would only require a variance in width of 0.15m. In other words, the parking width is proposed to change from 2.75m to 2.6m. The other variance requested is to recognize a minimum drive aisle width of 3.26m instead of 3.5m which is required for a one-way drive aisle.

As requested by the Committee, the developer added a commercial use to the building instead of the original proposal to add an additional unit for a total of 11 units. The developer has provided a commercial/office space of 168 square metres (1800 square feet). No parking is required for commercial uses in the Downtown District.

As was further requested by the Committee, the developer has spoken with the Urban Forest Committee and is proposing to add two (2) additional Japanese Lilacs within the exterior side yard along Beckwith Street.

Section 4.1 of the Development Permit By-law permits both office and commercial uses as well as residential uses.

This proposal is in conformity with the Provincial Policy Statement, the Sustainable Communities Official Plan, the Town of Carleton Place Official Plan and further, meets the general intent of the Development Permit By-law. The project represents good planning.

Although not a planning related matter, it should be noted that if this proposal is approved there will be no formal access to the rear yards of the properties facing Bridge Street,. The owners of the properties impacted as well as the developer are aware of this and understand that this could become a civil issue. The Planning Department has received no further responses from either tenants or owners of those properties in the revised planning circulation.

## **STAFF RECOMMENDATION**

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AND FURTHER THAT the Committee authorizes Staff to issue a Development Permit upon receipt of all required information fees and security. The Development Permit will include standard clauses as well as the following site specific conditions:

1. That the Owner agrees to a total of six (6) new residential units and one (1) commercial/office space.

2. An encroachment agreement is required between the Owner and the Town of Carleton Place for the existing steps that encroach onto the Beckwith Street right-of-way and for parking space #1.
3. Garbage is to be accommodated within the interior of the building.
4. Snow removal will be undertaken by the owner of the property.

## **COMMITTEE DECISION**