

SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, November 14, 2024 at 5:30 p.m.
Virtual Meeting/ Municipal Office of French River

MEMEBERS PRESENT

VIRTUALLY: Dave Froats

MEMBERS PRESENT: Carol Lemmon, Paul Branconnier, Bob Prevost, Steve Olsen, Rachelle Poirier, Mary Bradbury, Dave Viau

MEMBERS ABSENT: Josh Lachance, Renee Germain

OFFICIALS PRESENT: Matthew Dumont, Director of Planning/Secretary-Treasurer
Nancy Roy, Administrative Assistant, Kim Morris (CAO-Markstay-Warren),

PUBLIC PRESENT

VIRTUALLY: Dave Nieuwenhuis, Andrian Bortolussi

1. MEETING CALLED TO ORDER

Chairperson Prevost called the meeting to order at 5:30 p.m.

2. ADOPTION OF THE AGENDA

Resolution: 24-057

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of November 14, 2024 be adopted as distributed.

MOVED BY: Dave Viau

SECONDED BY: Carol Lemmon

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosures of Pecuniary Interest.

4. ADOPTION OF MINUTES

- a) Sudbury East Planning Board – Regular meeting October 10th, 2024 be adopted as distributed.

Resolution: 24-058

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of October 10, 2024 be adopted as distributed.

MOVED BY: Paul Branconnier

SECONDED BY: Rachelle Poirier

Carried

5. PRESENTATIONS/DELEGATIONS

6. CONSENT APPLICATIONS

The chair advised that a Public Hearing will be held before the Planning Board makes a decision on a Consent Application. Also that the analysis and discussion serves two purposes: first, to present to the Planning Board and the public the details and background to a proposed Consent Application; and second, to receive comments from the public and agencies before a Planning Board decision is made.

The Director of Planning Advised that Notice of the Public Hearing was posted in the Planning Board office and sent by First Class Mail to assessed owners within 60.0 metres of the property subject to the Consent Applications and to those persons and agencies likely to have an interest in the applications. The Notice was sent on October 31st, 2024, being over fourteen (14) days prior to this evenings meeting (B/24/24/FR- Nadon Lumber 2016 Limited and B/25-26-27/24/FR – Artour Aslanian). Included with the Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulation was provided in accordance with the provisions of the Planning Act, R.S.O., Chapter P.13.

a) B/24/24/FR – Nadon Lumber 2016 Limited

The Director of Planning summarized the application.

The lands are abutting the Village of Noelville, west of St. David Street South and south of Notre Dame Street West. The subject property has road frontage on St. David Street South and Notre

Dame Street West which changes to Mayer Road (further west). The large parcel of land is surrounded by a mix of uses including commercial, residential, and rural. Further north of the subject property is Highway 535 and further east, and south is Highway 64.

The Sudbury East Planning Board has received applications for a lot addition and zoning by-law amendment. The lot addition proposes to sever approximately 0.36 hectares from the subject land (69 Notre Dame Street West) and add such lands to the immediate east (131 St. David Street South). The purpose and intent of the lot addition is to benefit Nadon Lumber by providing additional acreage at the rear of the property to store materials. A zoning by-law amendment application is required for the proposed severed lot to ensure that the enlarged lot is under one zone classification – Commercial Community (CC) Zone. The proposed retained lot is to have approximately 40.98 hectares in lot area with a lot frontage of 260 metres on Notre Dame Street West while having road frontage on St. David Street South and Lahaie Street, and is presently vacant.

With respect to the OP

Section 4.5 of the Plan contains policies pertaining to Consents. Subsection 1, outlines criteria where consents are generally limited to:

- a) New lots that represent minor infilling;
- b) The mortgaging of land beyond 21 years;
- c) Lot boundary adjustments;**
- d) Facilitating the disposal of a second legal dwelling;
- e) Separating existing legal uses;
- f) Providing a retirement residence on non-prime agricultural lands for a farmer who worked on the subject farm much of their adult life;
- g) Separating lots that have merged on title; and,
- h) Easements or rights-of-way.

The above noted proposals will not have a negative impact on the adjacent land uses and is deemed Appropriate development. The proposals conform to Section 4.5 (c) of the OP which supports lot boundary adjustments.

With respect to zoning

Current Zoning: **Rural (RU)**

Proposed Zoning: Retained Lot - Rural
 Severed Lot – Commercial Community (CC)
 Enlarged Lot – Commercial Community (CC)

The proposed lot to be retained is zoned Rural (RU) which requires a minimum lot area of 5.0 hectares and a minimum lot frontage of 100 metres. The proposed lot to be retained has an approximate lot area of 40.98 hectares and an approximate road frontage of 260 metres on Notre Dame Street and Mayer Road. The proposed retained lot will continue to meet the requirements of the RU Zone.

The proposed lot to be severed, currently zoned Rural (RU), is 0.36 hectares in area with no lot frontage and is to be added to the parcel to the immediate west (131 St. David Street South). The enlarged parcel of land will have an approximate lot area of 0.88 hectares and a road frontage of 82.65 metres and have split zoning (Rural and Commercial Community Zone). To prohibit split zoning, a zoning by-law amendment application is to ensure that the consolidated parcels of land remain under one zone which is Commercial Community (CC). The CC zone requires a minimum lot frontage of 15.0 metres and does not require a minimum lot area, therefore the enlarged lot will continue to meet the minimum requirements of the CC Zone.

Agency Comments:

Municipal Clerk: no comments or concerns in relation to this application and that the application is not subject to any municipal related conditions.

Enbridge Gas: does not object to the proposed application, however, we reserve the right to amend or remove development conditions.

Ministry of Transportation (MTO): MTO supports the proposed lot addition and zoning by-law amendment applications, in principle. Comments were provided as part of the planning process.

No other comments were received as of the date this report was written.

The application for consent is consistent with the 2024 Provincial Policy Statement, conforms with the intent of the Official Plan for the Sudbury East Planning Area and the Zoning By-law for the Municipality of French River, therefore can be supported from planning perspective.

There were no questions from the board members.

Resolution: 24-059

BE IT RESOLVED THAT Consent Application B/24/24/FR submitted by Nadon Lumber 2016 Limited be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Steve Olsen

SECONDED BY: Carol Lemmon

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have two years to fulfill the conditions of this provisional consent or the approval will lapse

b) **B/24/24/FR – Nadon Lumber 2016 Limited**

The Director of Planning summarized the application.

The Sudbury East Planning Board has received applications for consent which proposes to create three rural lots from the subject lands on Forest Hill Road and Monetville Road in the Municipality of French River. Each of the proposed three lots will have lot areas ranging from 5.01 hectares to 5.06 hectares and lot frontages (Forest Hill Road) ranging from 232 metres to 286 metres and the lands are presently vacant; the proposed retained lot will have a lot area of 49.5 hectares and a lot frontage (Monetville Road) of approximately 608 metres and contains a single-family home, detached garage and woodshed.

With respect to the OP

Creation of rural residential lots will be evaluated using a number of criteria including:

- Size and dimensions of the **severed and retained parcels are adequate** to accommodate the proposed use;
- **Adequate access** can be provided from a year-round publicly maintained road;
- **Access will not create a traffic hazard;**
- The severed and retained parcels comply with MDS;
- **Adequate sewage and water servicing** can or will be provided;
- It is feasible with regard to the other provisions of the Plan, provincial legislation, policies and appropriate
- guidelines and **support studies for uses within or adjacent to any development constraint;** and
- The request, if granted, would **not pose an undue financial burden on the applicable municipality.**

In this case, the proposed lots to be severed (Lot 1 through to Lot 3) and the proposed lot to be retained conform to the requirements of the Rural Zone Standards. Adequate access for the proposed lots to be severed and retained parcel of land are to be accessed from Forest Hill Road and Monetville Road, which is a public road, maintained year-round by the Municipality of French River. Minimum Distance Separation (MDS) is not applicable in this instance, as there are no farming-related activities in the area. With respect to servicing, the agent obtained approvals from the Sudbury District Health Unit regarding the installation of a septic system and leaching bed system. Appropriate documentation with respect to availability of sewage hauling services and probability of potable water was obtained and supported for the proposed severances.

With respect to zoning

Current Zoning: **Rural (RU) Zone**

Proposed Zoning: Proposed Severed Lot 1 - Same as above.
 Proposed Severed Lot 2 - Same as above.
 Proposed Severed Lot 3 - Same as above.
 Proposed Retained Lot - Same as above.

The Rural (RU) Zone requires a minimum lot area of 5.0 hectares and a minimum lot frontage of

100.0 metres. The proposed Lot 1, Lot 2, and Lot 3 exceed the minimum standard requirements for lot frontage and lot area under the RU Zone and are intended to be used for residential uses. Also, the proposed retained lands will conform to the minimum standard requirements of the RU Zone.

The proposal involves no new land use or change in land use.

Agency Comments:

The Municipality of French River has no objection to the severance. Please be advised that through the circulation, there were no comments or concerns in relation to this application. However, the Consent Application will be subject to Conditions relating to Parkland contribution of \$1,500 per new lot created.

The Manager of Public Works said the location of the proposed entrances are deemed to be approved. Please note that while the road is approved for entrances, the property owner must still adhere to all applicable guidelines and obtain any required permits for the construction of the entrance

The Ministry of Transportation had no objection to the proposed severance (May 25, 2021).

Sudbury District Health Unit: supportive comments. Both the severed lots and the retained lot are capable of development of installation of a septic tank and leaching bed system.

No other comments were received as of the date this report was written.

The application for consent is consistent with the 2024 Provincial Policy Statement, conforms with the intent of the Official Plan for the Sudbury East Planning Area and the Zoning By-law for the Municipality of French River, therefore can be supported from planning perspective.

No questions were asked from the board members.

Resolution: 24-060

BE IT RESOLVED THAT Consent Application B/25-27/24/FR submitted by Artour Aslanian be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Dave Froats

SECONDED BY: Carol Lemmon

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have two years to fulfill the conditions of this provisional consent or the approval will lapse

7. BUSINESS ARISING FROM PREVIOUS MINUTES

8. NEW BUSINESS

a) Office Move

Ms. Morris gave the below presentation regarding SEPB move:

A lease agreement was made **December 13th, 2021** between the Municipality of Markstay Warren and the Sudbury East Planning Board. This five year lease was for office space Unit 6 (935 sq ft), at 39 Lafontaine Street in Warren, our Multiplex building. The termination date for this lease is December 31, 2026.

The Municipality has recently been approached by Centre Univi to expand their services and programs at the Multiplex in Warren. This is a great opportunity for our residents. Centre Univi would like to take over the present SEPB office space. This is Phase 1 of Centre Univi's expansion strategy.

If the Board is in agreement, we would move the SEPB office space where the Library is presently, Unit 101, at the front of the building. The space is larger, and it is more visible to the street traffic. Our Municipality proposes to keep the same agreement and not increase the rent, except as provided in the initial agreement. We would like to extend the agreement for another 5 years as well (for a total of 7 years total). There is still plenty of parking and it is fully accessible. Time is of the essence for this move and the Municipality would assist with the moving, as well as leasehold improvements.

Thank you for considering this request.

Member Viau stated he would like to hear what staff has to say regarding the move.

Administrative assistant stated that she felt it would be a great move as the space would be much larger and has many windows which will allow for extra natural lighting. She also stated that she is from Warren and her children attend the Warren Catholic school and that she would love that her office stay close to her children for many reasons.

The Director of Planning added that he agrees with everything that the Administrative has noted and that he also commutes from Coniston and would like keep the location of the office in Warren for that reason. He also stated that he agrees the new location would only benefit The Sudbury East Planning Board.

Member Lemmon questioned what the last 5 years on the new 7 year lease would be at? Ms. Morris stated that the rate if any would be a minimal increase of approximately 1-2 %.

Member Branconnier states that he would like to see to rate forecast and that at the next meeting Municipality of Markstay-Warren should present the details for all members to review.

Member Viau agrees with Member Branconnier and states that the board should agree to the changes to the current agreement for the next 2 years and that at the next SEPB meeting members should review the additional agreement for the 5 years added onto the original agreement making a total of 7 years for the new agreement.

All members were in agreement.

Resolution: 24-061

BE IT RESOLVED THAT the current lease agreement effective of December 13th, 2021 be amended to reflect unit #106(where current unit #4 existing)be changed to unit # 101(library) and the remaining lease agreement be intact until termination date of December 31, 2026. And modifications agreed upon for lease agreement.

MOVED BY: Dave Viau

SECONDED BY: Dave Froats

Carried

10. NOTICES OF MOTION RECEIVED BY THE SECRETARY-TREASURER PRIOR TO THE CLOSING OF THE MEETING

11. PAYMENT OF VOUCHERS

a) OCTOBER 2024

Resolution 24-062

BE IT RESOLVED THAT the statement of disbursements for the month of October 2024 in the amount of \$19,134.88 to be distributed and is hereby approved for payment.

MOVED BY: Dave Viau

SECONDED BY: Mary Bradbury

Carried

12. ADJOURNMENT**Resolution: 24-063****BE IT RESOLVED THAT** the Meeting be adjourned at 6:31 P.M.**AND THAT** the next regular meeting be held on December 12th, 2024 at 5:30 p.m. at the Municipality of French River Municipal Office Virtually and in person.**MOVED BY:** Dave Froats**SECONDED BY:** Steve Olsen**Carried.**

CHAIR_____
SECRETARY-TREASURER