



COMMUNITY IMPROVEMENT PLAN EVALUATION COMMITTEE MINUTES

Wednesday, February 10th, 2020 – 4:00 p.m.

YouTube - <https://www.youtube.com/channel/UCIFXU6Sq9neiC5VU9QbmLtQ>

ATTENDANCE:

Members Present:

Chair, I. Mazurkiewicz
Councillor C. McGuire
B. Allen
D. Hudson
J. Koziel
C. Saumure

Members Absent:

K. Burns

Staff Present:

M. Remmig, Planning Coordinator, Alternate Staff
Resource/Recording Secretary

Guests:

None.

1. CALL TO ORDER

I. Mazurkiewicz called the meeting to order at 4:05 p.m.
A quorum was present.

2. APPROVAL OF AGENDA

i) Addition above item i) Priority Items – 2021 CIP Budget

The agenda was adopted as amended.

3. APPROVAL OF MINUTES

The minutes of the Community Improvement Plan Evaluation Committee meeting held on December 9th, 2020 were approved as presented.

Moved: B. Allen

Seconded: C. Saumure

CARRIED: (6-0)

4. DISCLOSURE OF MONETARY INTERESTS

None at this time.

5. PROJECT UPDATES

- i) None.

6. PRIORITY ISSUES

- i) 2021 CIP Budget

I. Mazurkiewicz asked M. Remmig the available amount in the CIP expenditure account for the 2021 year.

M. Remmig advised at the end of 2020 an amount of \$15,018.31 was available in the CIP expenditure account. This amount considers applications which have been reviewed by the Committee and are awaiting Council approval. An additional \$30,000 was allotted to the CIP by Council for a total 2021 budget of \$45,018.31.

- ii) CIP-17-02

I. Mazurkiewicz acknowledged the draft motion developed by the appointed CIP sub-committee in consultation with staff.

M. Remmig read the draft motion aloud for the Committee.

No questions or concerns were raised by Committee Members.

Motion #CIP-21-01

THAT, the Community Improvement Plan Evaluation Committee, having reviewed the specifics of the project and the function and intent of Program 4, hereby supports funding the rehabilitation project of Hotel Rideau at 20 Beckwith Street North under Program 4 in-principle under the following conditions:

1. Execution of a funding agreement does not occur until the property is reassessed by MPAC post-development;
2. The executed funding agreement prescribes a duration for funding of 10 years;
3. The abatement agreement will be phased with the value of the assistance decreasing over the funding duration;
4. Construction of the historical portico along the Beckwith Street North facade is completed before December 31, 2021;
5. An accessible ramp be provided to directly access the ground-floor commercial unit; and,
6. Completion of landscaping and all other work pursuant to amended site plan approval.

Moved: B. Allen

Seconded: C. Saumure

CARRIED: (6-0)

C. Saumure advised the that sub-committee spent quite a bit of time looking for the proper phrasing of the motion.

iii) CIP-21-01 – 36 Maple Avenue – Program 3

M. Remmig gave an overview of Report No. CIP-21-01 and details of application CIP-21-01 for 36 Maple Avenue.

J. Koziel asked M. Remmig to clarify her understanding that the proponent is hoping to begin construction in March 2021.

M. Remmig advised that the proponent is hopeful for a March 2021 start; however, the required site plan control application was only recently submitted and scheduled for Planning Advisory Committee review on February 11th. Site plan approval is applicable law under the Ontario Building Code and is required before the issuance of a permit. M. Remmig acknowledged that the anticipated March start could be subject to change depending on approvals.

J. Koziel asked if staff would be aware of the final cost of building permit by the time any recommendation for this application was presented to Council.

M. Remmig advised that it is possible for staff to have an accurate calculation of the building permit cost at the time the funding application is presented to Council. However, given that the site plan application is eligible to receive any approved funding early in the application process, she would not advise to allow the construction approvals process to get too far without addressing the funding for site plan. If funding is approved after a site plan agreement is executed, it could be viewed as a retroactive approval within policy provisions.

I. Mazurkiewicz acknowledged the substantial amount of funding that could be potentially approved for the application and advised the Committee to consider the budget when making decisions. The CIP budget for 2021 is less than amounts allotted in previous years.

C. Saumure suggested the \$11,000 figure contained in the staff report was incorrect.

M. Remmig clarified that the \$11,125 stated in the staff recommendation is correct. The site plan control application is eligible for an amount up to \$1,125 under the Planning Fees stream of the Program 3 incentive. The remaining amount is consistent with the policy provisions for applications under the Building Permit Fees stream of the Program 3 incentive. Staff are essentially recommending the Committee rely on policy phrasing given the number of variables subject to change in the building permit fees calculation at this time. However, staff are anticipating a building permit cost within the \$6,500 to \$8,000 range. M. Remmig further advised amounts specified in an approved funding agreement can be adjusted lower but cannot be increased without Council approval.

C. Saumure asked if the Committee had any discretion on the amount the Committee recommends.

M. Remmig advised that the Committee did not have to approve the maximum eligible amount of funding and that the amount could be adjusted by the Committee

during their review.

I. Mazurkiewicz noted that he liked the design proposed and the form of development. The property is currently vacant and would generate additional taxes. He suggested the development may not be consistent with the design of the existing built neighbourhood. I. Mazurkiewicz asked if another Committee of Council has reviewed the design of the proposed development to ensure consistency with the neighbourhood design.

J. Koziel asked if there was any public feedback on the design through the public consultation process.

M. Remmig advised that the development concept was subject to an application for minor variance. At the public meeting in December 2020, the department of Public Works and Utilities had advised of potential drainage concerns with the presented concept. The Planning Advisory Committee deferred a decision on the application at that time to allow for the proponent to work with staff to address these concerns. Staff scheduled a second public meeting once a revision was filed because a new set of variances were needed to accommodate the revised concept. The public was circulated for these public meetings in accordance with the *Planning Act* which stipulates that an application for minor variance must be circulated to neighbouring property owners located within 60 metres of the subject lands a minimum of 10 days before the public meeting. Through both circulations only a single comment was received from the public. The Planning Advisory Committee will be reviewing the subject site plan application at their regular meeting on February 11th, 2021. Review of the site plan application includes assessment within the context of the Official Plan which speaks to the character of the existing built neighbourhood.

B. Allen referenced the previously approved development for a single detached dwelling on this property which was proposed much larger than the concept presented. She acknowledged that the property is located between two buildings constructed within two different architectural periods. She also acknowledged that a black and white elevation concept may not be accurate in depicting the outcome of the construction. B. Allen supported the form of residential development within the Downtown Core and she is hopeful it will be a good project for the neighbourhood.

C. Saumure suggested updating the Building By-law for an easier way to calculate building permit costs. Neighbouring municipalities typically calculate this by square footage.

I. Mazurkiewicz made two suggestions:

1. Town should look at the method to calculate building permits; and,
2. That new development undergo design review by another Committee regarding design before presented to CIP.

C. McGuire expressed support to approve funding for the site plan control application and acknowledged the complexity in calculating the building permit cost. C. McGuire asked if site plan control must come before a building permit.

C. Saumure confirmed site plan control must be obtained before building permit approval.

C. McGuire suggested a fully approved design should not be required to approve funding for the site plan control application. C. McGuire recommended that funding for the site plan control application move forward and a decision to fund the building permit be deferred until the site plan control application is reviewed by the Planning Advisory Committee and approved by Council.

M. Remmig confirmed this approach can be accommodated within policy.

C. McGuire advised that the development history of the property should be acknowledged. He referenced the previously approved development and how the proposal gained interest from neighbouring property owners and a petition was filed with the Town. C. McGuire stated that the fact that no public comments were received regarding the design during the public meeting process held “a lot of weight” in his review.

I. Mazurkiewicz recommended taking C. McGuire’s suggestion to approve the site plan control funding now and to defer a decision for funding the building permit application once site plan control is reviewed by the Planning Advisory Committee and approved by Council.

C. Saumure suggested that the Committee may want to be more stringent with their approvals given that only \$45,000 is available within the CIP this year. He advised that a second discussion would be helpful for this application.

Motion #CIP-21-02

THAT, the Community Improvement Plan Evaluation Committee hereby supports funding the 36 Maple Avenue Community Improvement Plan Application through Program 3, Planning Grant to a maximum of \$1,125 for the site plan control application required for the development of a triplex on the subject land;

AND THAT, the Community Improvement Plan Evaluation Committee hereby defers a decision regarding funding the 36 Maple Avenue Community Improvement Plan Application through Program 3, Building Permit Grant until the site plan control application has been reviewed by the Planning Advisory Committee and approved by Council.

Moved: C. McGuire
Seconded: J. Koziel
CARRIED: (6-0)

7. CORRESPONDENCE ITEMS

i) None.

8. ROUNDTABLE

B. Allen advised that staff are working on the RED Grant initiative to help develop renders for some of the Downtown Buildings. The hope is that these renders will inform future CIP applications. B. Allen advised that the final product should be completed in March 2021.

C. Saumure expressed that the Committee should be careful with their approvals this fiscal year to ensure available funds are wisely spent.

C. McGuire agreed with C. Saumure and asked if the Building reserve could be accessed to assist with the CIP.

J. Koziel advised that the reserve can only be used for specific items however, use for the CIP could be looked into.

9. NEXT MEETING

i) Wednesday, March 10th, 2021 at 4:00 p.m.

8. ADJOURNMENT

THAT, the Community Improvement Plan Evaluation Committee adjourn its proceedings at 4:48 p.m. and stand so adjourned until the next duly called Committee meeting.

Chairperson

Recording Secretary