



**City Of Kingston
Planning Committee
Meeting Number 06-2016
Minutes
Thursday March 3, 2016 at 6:30 p.m.
Council Chamber, City Hall**

Committee Members Present

Councillor Schell, Chair
Councillor Neill, Vice Chair
Councillor Allen
Councillor M^cLaren
Councillor Osanic
Councillor Turner

Members Absent

There were none.

Staff Members Present

Mr. Adams, Senior Planner
Ms. Agnew, Director, Planning Building and Licensing Services
Ms. Blumenberg, Committee Clerk
Ms. Eusebio, Intermediate Planner
Ms. Forfar, Manager, Development Approvals
Ms. Gareau, Director, Strategic Communications
Ms. Miller, Communications Officer
Mr. Newman, Manager, Policy Planning
Ms. Venditti, Senior Manager, Client Relations & Development Services

Others Present

Approximately seven members of the public.

**Public Meeting
Held Pursuant to the Planning Act
6:30 p.m.
Application for Zoning By-Law Amendment**

The following is a Public Meeting report to the Planning Committee regarding an application for zoning by-law amendment for a property at 14 Garrett Street. This report describes the purpose and effect of the requested application and includes an overview of the relevant policies and regulations that apply to the subject property.

The subject property is designated 'Main Street Commercial' in the Official Plan, and is zoned Commercial Uses Zone 'C.482' in Zoning By-Law Number 8499.

The applicant, FoTenn Consultants, is proposing to amend the zoning by-law to permit a two storey parking structure to be located on the property. The parking structure is proposed to accommodate a total of 55 vehicles with an additional six surface spaces to the west of the proposed structure, for a total of 61 parking spaces on the site. A car elevator is proposed to be located at the rear of the structure, which will lift vehicles to the upper levels of the parking structure.

**Application for Zoning By-Law Amendment
14 Garrett Street
File Number: D14-002-2016**

Councillor Schell, Chair, called the public meeting regarding the application for a Zoning By-Law Amendment for 14 Garrett Street to order at 6:35 p.m.

Mr. Keene, FoTenn Consultants spoke to the details of the application and conducted a PowerPoint presentation. A copy of the presentation can be found by contacting the City Clerk's Department.

Pursuant to the requirements of the *Planning Act*, a notice of the statutory Public Meeting was provided by advertisement in the form of a sign posted on the subject site 20 days in advance of the Public Meeting. A "Notice of Public Meeting" regarding these applications was also sent by pre-paid first class mail to all property owners within 120 metres of the subject property. There were approximately 59 property owners notified by mail. In addition, a courtesy notice was published in *The Kingston Whig-Standard*.

Mr. Adams, Senior Planner informed the Committee that two pieces of correspondence regarding this application were received.

Councillor Neill commented that many 20th century garage parking structures look like concrete bunkers. He noted that a more pleasing façade that is keeping with the streetscape is appreciated. Councillor Neill inquired about the long term monthly parking arrangement and if there will be an arrangement with the University Suites development. He advised that the setback on the frontage could limit the opportunity to do landscaping

and tree planting. He asked if there is a possibility to shift the footprint so there is a setback and trees and shrubs could be planted.

Mr. Keene responded that the intent is that parking will be used for the University Suites and should the application be successful, it would provide all of the off-site parking because it is in close distance to both buildings. He stated that setbacks and landscaping suggestions will be communicated to the owners for consideration.

Councillor Neill stated that noise is the only issue left to mitigate.

Councillor Allen asked about security, and how much access non-users of the two parking structures will have. Mr. Keene replied that safety and security is a concern and access depends on who the ultimate users are. He assured the committee that all security measures will be considered for the final product.

Councillor M^cLaren spoke about his personal history of living in Seoul Korea. He advised that some parking structures are noisy, and others are quiet, and inquired about the use of elevators for the vehicles. Mr. Keene responded that the noise consultant went to two sites in Toronto to look at elevators for the site, took sound measurements, and examined various noise factors as comparators for the application.

Councillor M^cLaren asked if the elevator becomes defective, can residents complain and get it fixed. Ms. Agnew replied that as part of overall site plan agreement there will be clauses in the site plan agreement that will speak to the operation and noise mitigation required. She explained that residents can call if it is not being monitored properly, and by-law enforcement would inspect the property.

In response to a question from Councillor Osanic regarding structure heights, Mr. Keene responded that it is a 2 storey structure with 3 levels of parking due to parking capabilities on the roof. He stated that the height of the structure should be approximately 9 metres.

Councillor Osanic inquired about access to the parking structures. Mr. Keene replied that tenants could access their vehicles with a swipe card and it will likely be 24/7 access.

Councillor Schell opened the floor for members of the public to provide comments.

Mr. Dixon commended the presentation and asked about the capacity of the vehicle elevator. He discussed the additional traffic the parking structures could create, and if there is short term parking available for public use.

Mr. Keene stated that with respect to capacity, he cannot provide an exact figure but the developers will ensure it is safe. He explained that the intent of the building is for long term parking use.

The public meeting regarding the application for a Zoning By-Law Amendment for 14 Garrett Street adjourned at 7:08 p.m.

Regular Planning Committee Meeting Number 06-2016

Meeting to Order

Councillor Schell called the meeting to order at 7:09 p.m.

Approval of the Agenda

Moved by Councillor Neill
Seconded by Councillor Osanic

That the agenda be amended, and as amended be approved.

Carried

Confirmation of Minutes

There were none.

Disclosure of Pecuniary Interest

Councillor M^cLaren declared a pecuniary interest regarding the Revisions to the Civic Addressing and Road Naming By-Law as his business is affected by the revisions.

Delegations

There were none.

Briefings

- a) Ms. Agnew, Director, Planning Building and Licensing Services, Ms. Gareau, Director of Strategic Communications and Ms. Miller, Communications Officer spoke to the committee on Update to Communication to Members of the public regarding Public Notices.

Councillor Allen spoke in favour of the planning notice and communication changes. He asked if there is a mechanism for people to subscribe to email updates regarding planning notices. Ms. Gareau replied that the possibility is not presently available; however people have the option of subscribing to E-City news. She stated that the website will be re-vamped and adding that option could be a possibility.

Councillor Allen asked if all Planning public meetings are advertised through print ads. Ms. Gareau replied that people living within the 120 metres are notified through mail, and a notice is put on the Whig that pertains to all the committee meetings. She advised that when it is a large scale policy project then it would be a bigger larger fulsome ad, as well as links through City's website.

Councillor Osanic asked where public notices are located on the City's website. Ms. Gareau showed the committee how to locate them on the website.

Councillor Neill spoke about a subscription service for City agenda's. Ms. Gareau responded that a subscription service is a great idea to examine.

- b)** Ms. Eusebio, Intermediate Planner Policy Planning spoke to the committee on the Revisions to the Civic Addressing and Road Naming By-law (PC-16-005) report and conducted a PowerPoint presentation. A copy of the PowerPoint can be found by contacting the City Clerk's department.

Councillor M^cLaren asked if the revisions applied to all existing buildings or just new structures. Ms. Eusebio replied that all buildings should have a civic number, however new buildings will be assigned civic numbers that reflect the civic number updates.

In response to a question from Councillor M^cLaren regarding if this affects existing contracts, Ms. Eusebio replied that staff have to ensure they are sequential, especially for emergency services. She stated that it will come into effect once the changes are implemented to the GIS system, and there will be a notification period.

Councillor Neill asked about the road re-naming process. Ms. Eusebio responded that the re-naming of roads has been complete under a road re-naming process that is undertaken with public notification and consultation with impacted owners. She stated the goal of the By-Law is to protect public safety through enforcement procedures and signage requirements.

In response to Councillor Turner regarding the infraction fee, Ms. Eusebio replied that there is a warning via a notice (verbal and/or written) informing the property owner of the infraction before a monetary penalty is issued.

Councillor Allen inquired about who is responsible for posting the civic number in buildings as that is not clear in the rural area. Ms. Eusebio stated that the civic addressing blades in the rural area are the City's responsibility and Public Works staff is in charge of the civic address blades process.

Councillor Allen spoke about residential design guidelines of putting garages behind houses and if this could cause confusion. Ms. Eusebio advised that in those cases, the civic number could be posted at the façade of the building when the garage is located elsewhere and City staff could work with the property owner to determine where the signage would be installed.

Business

a) Revisions to the Civic Addressing and Road Naming By-Law

Councillor M^cLaren withdrew from the meeting due to a pecuniary interest.

Moved by Councillor Neill
Seconded by Councillor Turner

That By-Law Number 2005-98 “A By-Law to Direct the Orderly Addressing of Buildings and Properties and Appropriate Naming of Roads Within the City of Kingston” be amended to update definitions and introduce new definitions, to revise enforcement procedures, to update the existing provisions regarding civic address conventions for multiple frontages, to implement new provisions for the addressing of multi-unit buildings, and to establish new signage requirements; and

That the draft by-law to amend By-Law Number 2005-98, attached as Exhibit A to Report Number PC-16-005, to implement the proposed changes, be recommended to City Council for first and second readings.

Carried

Councillor M^cLaren returned to the meeting.

Motions

There were none.

Notices of Motion

There were none.

Other Business

There was none.

Correspondence

There was none.

Date of Next Meeting

The next meeting of the Planning Committee is scheduled for Thursday March 31, 2016 at 6:30 p.m.

Adjournment

Moved by Councillor Turner

Planning Committee Minutes
Meeting Number 06-2016 Thursday March 3, 2016

Page 7 of 7

Seconded by Councillor Neill

That the meeting of the Planning Committee adjourn at 7:45 p.m.

Carried