

**ZOOM WEBINAR**

**JUNE 23, 2021**

The meeting convened at 9:00 A.M.

**ATTENDANCE**

Mr. L. Pompilii, Director, Planning & Building Services  
Mr. N. Bokma, Manager of Development and Compliance  
Mr. C. Peck, Chief Building Official  
Ms. C. Penney, Secretary, Site Plan Control Committee

**REGRETS**

Mr. W. Graves, City Manager

Mr. Bokma called the sixth meeting of the 2021 Site Plan Control Committee to order.

**DISCLOSURES OF INTEREST**

Nil.

**MINUTES**

Motion by Mr. Peck – Mr. Pompilii

THAT: The minutes of the meeting held on May 5, 2021, as amended, be confirmed.

Carried.

**UNFINISHED BUSINESS**

**SPC 06-18 – 92-94 Erie Street** – Proposal to construct a 6-unit residential apartment building

Appearances

Rick Collier, Owner

Bob Barclay, Thomas P. Rylett Limited

Representation

Mr. Barclay advised the committee that since the last site plan meeting, the owner has consulted with the Parks department and changes have made to the drawings. He added that a rendering was submitted in the revised package and changes such as a curtain wall glass at the front, additional landscaping and soldier coursing were added to enhance the look of the building.

Mr. Pompilii noted that the changes requested by staff at the previous meeting were made and that the proposal fits within the zoning by-law.

One person was in attendance from the public with concerns around drainage, parking, garbage and the development not fitting with the neighborhood. These concerns were raised and addressed at previous site plan meetings.

There being no further questions or comments, Mr. Bokma asked that a resolution be brought forward.

THAT: SPC 06-18 submitted with respect to the proposed 6-unit residential apartment building, on lands known municipally as 92-94 Erie Street, City of St. Thomas, is approved subject to the following requirements:

1. Compliance with all other applicable regulations and municipal by-laws,
2. Enter into an agreement with the City, pursuant to the Planning Act, R.S.O. 1990, c. P. 13, as amended. The final approved plans shall be attached to the agreement as schedules and the agreement shall be registered on the title of the property.

Carried.

**NEW BUSINESS**

**SPC 08-21 – 45 Highbury Avenue** – Proposal for a steel fabrication facility

Appearances

Davide Circelli, Circelli Steel Ltd.

Richard Pellerin, Sco-Terra Consulting Group Limited

Representation

Mr. Pellerin advised the committee that Circelli Steel has purchased this property to relocate the steel facility from London to St. Thomas. He added that a minor variance application has been approved to reduce the parking requirement.

Mr. Bokma noted that engineering comments were previously forwarded to the applicant.

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There being no further questions or comments, Mr. Bokma asked that a resolution be brought forward.

THAT: SPC 08-21 submitted with respect to the proposal for a steel fabrication facility, on lands known municipality as 45 Highbury Avenue, City of St. Thomas, is approved subject to the following requirements:

1. Compliance with all other applicable regulations and municipal by-laws,
2. The Owner to provide a drainage easement along the frontage of the property in favour of the City for the municipal ditch and storm sewers in that area,
3. Confirmation of the successful completion of the conditions relating to minor variance application no. A08/21,
4. Enter into an agreement with the City, pursuant to the Planning Act, R.S.O. 1990, c. P. 13, as amended. The final approved plans shall be attached to the agreement as schedules and the agreement shall be registered on the title of the property,
5. The plans be amended, as directed by the Committee, and the revised plans submitted to the Secretary of the Committee for circulation for final review prior to being appended to the agreement.

Carried.

### NEW BUSINESS

**SPC 09-21 – 84 Park Avenue** – Proposal for addition of two portable classrooms

#### Appearances

Ben Hyland, SBM Engineering

#### Representation

Mr. Hyland advised the committee that this is a similar proposal as one last year, and the proposal is to add 2 portable classrooms to the site to accommodate students in September. He added that the building permit has been applied for.

There were no questions or comments from the committee. Mr. Bokma asked that a resolution be brought forward.

THAT: SPC 09-21 submitted with respect to the proposed portables, on lands known municipally as 84 Park Avenue, City of St. Thomas, is approved, and the revised plan be placed in the site plan file.

Carried.

### NEW BUSINESS

**SPC 10-21 – 150 Burwell Road** – Proposal for a farm-gate retail store

#### Appearances

David Nicol, Project Manager  
Tony Giorgi, Sensi Brands Ltd.  
Frank Skerlj, Sensi Brands Ltd.

#### Representation

Mr. Nicol advised the committee that the proposal is for a farm-gate retail store added to the existing facility.

There was a discussion around outstanding items and the applicant's timeline to meet a grand opening date. Outstanding items were an updated grading plan and reference plan for the road widening. Committee members advised the owner that these items will be conditions of the approval and conditions will need to be met prior to a by-law for the site plan agreement being placed on Council's agenda.

There being no further questions or comments, Mr. Bokma asked that a resolution be brought forward.

THAT: SPC 10-21 submitted with respect to the proposed farm-gate retail store, on lands known municipally as 150 Burwell Road, City of St. Thomas, is approved subject to the following requirements:

1. Compliance with all other applicable regulations and municipal by-laws,
2. The applicant convey, at no cost to the City, and free of all charge and encumbrances, the necessary road widening along Burwell Road, to be determined by a legal survey, and to be shown on the reference plan will all legal surveying, land registration and administrative costs related to the road widening to be borne by the applicant,
3. A Grading Plan be submitted for review and approval by the committee,

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4. Enter into an agreement with the City, pursuant to the Planning Act, R.S.O. 1990, c. P. 13, as amended. The final approved plans shall be attached to the agreement as schedules and the agreement shall be registered on the title of the property,
5. The plans be amended, as directed by the Committee, and the revised plans submitted to the Secretary of the Committee for circulation for final review prior to being appended to the agreement.

Carried.

**ADJOURNMENT**

Motion by Mr. Pompili – Mr. Peck

THAT: The meeting be adjourned (10:30 a.m.)

Carried.