

ZOOM WEBINAR

The meeting convened at 2:00 P.M.

ATTENDANCE

Ms. S. Datars Bere, City Manager
Mr. J. McCoomb, Manager of Planning Services
Mr. C. Peck, Chief Building Official
Mr. N. Bokma, Manager of Development and Compliance
Mr. J. Bray, Director of Parks, Recreation and Property Management
Ms. C. Penney, Secretary, Site Plan Control Committee

Other Staff Present:

Mr. L. Pompilii, Director, Planning & Building Services
Ms. K. Destun, Chief Fire Prevention Officer

Regrets:

Mr. Bokma called the fifth meeting of the 2022 Site Plan Control Committee to order.

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by Mr. Peck – Ms. Datars Bere

THAT: The minutes of the meeting held on June 22, 2022 be confirmed.

Carried.

NEW BUSINESS

SPC 07-22 – 84 Park Avenue – Proposal to add two portable classrooms

Appearances

Ben Hyland, Strik, Baldinelli, Moniz Ltd.
Daryl Diegel, London District Catholic School Board

Representation

Mr. Hyland advised the committee that due to increased enrollment the school board is proposing two additional classrooms.

Mr. Diegel advised the committee that the school board was granted funding from the Ministry on November 2021 for an addition to St. Annes Catholic Elementary School for 8 additional classrooms and 1 full day kindergarten to serve the enrollment pressures. He noted that a consultant has been retained who is working on a preliminary design and the goal is to have the addition complete for fall 2024. Mr. Diegel added that the portables are temporary until the school board constructs the addition.

Mr. McCoomb advised the committee that a school board is defined as a public authority under the Zoning By-law and the proposal is permitted.

Ms. Datars Bere asked for clarification on the temporary use of the portables. Mr. Diegel advised that the school hopes to be able to remove some of the portables from the site once the addition is built, but that this will all be dependent upon enrollment numbers.

Mr. Bokma opened the meeting up for questions from the public.

Grant Oldfield, of 21 Ryerson Place, advised the committee that he had several concerns around garbage, drainage and lighting. Mr. Diegel responded to the stormwater concern and noted the school board is aware of the issue, but it needs to be discussed with the City to remove the existing restrictors on the current system to allow for better drainage. He added that as part of the project for the future building addition, the school board will have the lines scoped to ensure the system is working properly. With respect to lighting, Mr. Diegel committed to speaking with the school board regarding the existing lighting sensors on the portables and the potential for adding additional lighting. He also noted that he would have a conversation with the school regarding the students use and maintenance of the site.

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

THAT: the Site Plan Control Committee recommends that the Director of Planning and Building Services provide final approval to the application and plans submitted with respect to the proposed portables on lands known as 84 Park Avenue, City of St. Thomas, and the revised site plan drawing be placed on file.

Carried.

NEW BUSINESS

SPC 08-22 – 417 Wellington Street – Proposal to add a pylon sign

Appearances

Jay Burstein, Elgin Centre Inc.

Representation

Mr. Burstein advised the committee that the proposal is to add a second pylon sign on the property. He noted that the existing pylon is filled to capacity and as the site continues to develop, specifically with the addition of the Holiday Inn Express Hotel and JYSK, there is not enough space. Mr. Burstein noted the location of the pylon would be at the corner of Wellington Street and Highview Drive.

Mr. Peck advised the committee that the sign by-law permits one pylon sign per site, however, site plan control has the ability to override this and with the size of the property this is something that staff support. He asked for confirmation on the size and illumination of the sign. Mr. Burstein confirmed the sign will not be electronic and the intent is not to exceed the size of the existing sign.

Mr. McCoomb confirmed that the owner consulted with staff and staff reviewed the zoning and setback regulations from the Zoning By-law. He noted that the proposed location is in compliance with the front yard and side yard setbacks.

Mr. Bokma opened the meeting up for questions from the public and there were none.

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

THAT: the Site Plan Control Committee recommends that the Director of Planning and Building Services provide final approval to the application and plans submitted with respect to the addition of a pylon sign on lands known as 417 Wellington Street, City of St. Thomas, and the revised site plan drawing be placed on file.

Carried.

NEW BUSINESS

SPC 04-22 – 79-83 Elm Street – Proposal for a miniature golf course

Appearances

Patrick Matkowski, Monteith Brown Planning Consultants

Jay McGuffin, Monteith Brown Planning Consultants

Kyle McIntosh, MTE Consultants Inc.

Paul Jansen, Jansen Golf Design & Construction

Representation

Mr. Matkowski advised the committee that the site is currently vacant, and the applicant is proposing a jungle and zoo themed 18-hole miniature golf course with a kiosk and washrooms in the easterly portion. He added that vehicle access is proposed on the westerly portion of the site and 36 parking spaces will be provided.

Mr. Matkowski noted the applicant initially proposed a connection to Pinafore Park but there were staff and Council concerns with the connection and asked the committee to comment on this. Mr. Bray confirmed that staff do not wish to have the connection into the park.

Mr. Bray advised the committee that there are some trees which will need removed and a tree permit will need to be filed. He added that the site plan notes the retaining of two trees, and he would like to see the tree preservation plan as he is concerned with the roadway into the site impacting the roots. Mr. Bray noted that staff could further discuss this with the consultant.

Mr. McCoomb advised the committee that concurrent Zoning By-law and Official Plan amendment applications were approved by Council and the deadline to appeal both applications is August 11, 2022. He added that the proposed kiosk does comply with the 2-metre setback provision in the Zoning By-law and there are no issues from a zoning standpoint.

Mr. Bokma advised the committee that comments have already been sent to the applicant for review and are minor in nature.

Mr. Bokma opened the meeting up for questions from the public and there were none.

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

THAT: the Site Plan Control Committee recommends that the Director of Planning and Building Services provide final approval to the application and plans submitted with respect to the proposed miniature golf course on lands known as 79-83 Elm Street, City of St. Thomas, subject to the following conditions:

1. Compliance with all other applicable regulations and municipal by-laws,

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2. 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 and approval;
3. 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.

UNFINISHED BUSINESS

SPC 01-22 – 131 South Edgeware Road – Proposed commercial plaza

Appearances

Sarwat Ahmed, Architect

Representation

Mr. Ahmed advised the committee that the proposal is for a commercial plaza ranging from one to two-storey. He noted that the site plan application was before the committee at an earlier meeting, where the committee passed a motion to defer any decision until the accurate location of an easement was determined and confirmation of this was made by a solicitor.

Mr. Pompili advised the committee that updated plans are consistent with what was discussed at the previous site plan meeting and the owner did receive solicitor confirmation.

Mr. Bray noted that there are existing trees along the frontage of the property and advised the applicant of the tree removal by-law and application process if there are trees to be removed.

Mr. Bokma advised the committee that comments have already been sent to the applicant for review and are minor in nature.

Mr. Bokma opened the meeting up for questions from the public and there were none.

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

THAT: the Site Plan Control Committee recommends that the Director of Planning and Building Services provide final approval to the application and plans submitted with respect to the proposed commercial plaza on lands known as 131 South Edgeware Road, City of St. Thomas, subject to the following conditions:

1. Compliance with all other applicable regulations and municipal by-laws,
2. 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 and approval;
3. 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.

ADJOURNMENT

Motion by Ms. Datars Bere – Mr. McCoomb

THAT: The meeting be adjourned (2:45 p.m.)

Carried.