



MEETING MINUTES

Town of Riverview Planning Advisory Committee
Wednesday, November 16, 2022, at 1:00 p.m.
Virtual Meeting

Attendance: Shawn Dempsey, Chair
Daniel Primeau, 1st Vice Chair
John Gallant, 2nd Vice Chair
Tina Comeau, Committee Member
Kevin Steen, Committee Member
Susan Steeves, Committee Member
Kelvin Martin, Committee Member
Debby Warren, Committee Member
Candace Mann, Executive Assistant, Town of Riverview
Kirk Brewer, Planner, SE Regional Service Commission
Lori Bickford, Planning Manager, SE Regional Service Commission

Regrets: Rob Bateman, Committee Member

1. CALL MEETING TO ORDER

Shawn Dempsey, Chair, called the meeting to order at 1:01 p.m.

2. DECLARATION OF CONFLICT OF INTEREST

NIL

3. ADOPTION OF MEETING AGENDA

Moved by Debby Warren and seconded by Kevin Steen

That the agenda for the Town of Riverview Planning Advisory Committee meeting of November 16, 2022, be APPROVED.

MOTION CARRIED

4. ADOPTION OF MINUTES

Planning Advisory Committee Meeting – October 12, 2022.

Moved by Kelvin Martin and seconded by Susan Steeves

That the minutes of the Town of Riverview Planning Advisory Committee meeting of October 12, 2022, be ADOPTED.

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

NIL

6. VARIANCE, TEMPORARY APPROVALS, CONDITIONAL USES, RULINGS OF COMPATIBILITY AND NON-CONFORMING USES

7. TENTATIVE SUBDIVISIONS

K. Brewer presented a subdivision application for Smith Hill Estates, located in West Riverview. This parcel of land has been previously approved by Council in 2010 as part of a subdivision plan. At that time, the amount of Land for Public Purposes (LPP) was sufficient to develop the first portion. The plan submitted in 2021 modified the street network and LPP, so a new recommendation from PAC and approval by Council is now required.

Some highlights outlined in his presentation include the relocation of future street access to neighboring properties, removal of some cross streets, and an addition to land for public purposes. The removal of cross streets will reduce the number of lots proposed but increase the lot sizes, which could allow for different housing options within the subdivision. The removal of the future road connection to the west is not ideal from a connectivity perspective, but connections will be maintained to the future roads to the east and south as shown on the Future Roads Map.

When phase one was completed, the developers had a credit as they over contributed the amount of land. For the land for public purpose requirement, it was agreed to satisfy the balance of land required for future phases via cash-in-lieu, but the market value of the land was never determined during the approval in 2010. The developer has proposed additional land, but the remaining cash must be addressed during this application at current market value. Town Staff have worked with the developer, and they have agreed on a cash amount of \$30,000, which will be considered by Council.

The proposal to add land to the existing LPP was reviewed by the Development Review Committee, and the Parks Department is satisfied with the proposal. Adding the land will provide additional road frontage to the park space, which improves visibility and is in line with municipal plan policy.

Member S. Steeves asked how the market value was determined. K. Brewer explained vacant lots in this development are selling for \$40,000-\$50,000 and the LPP requirement equated to roughly three lots, for a value of \$150,000. The additional LPP granted reduced the cash amount, and the Town recognizes the investment required by the developer to provide infrastructure for the LPP lot without any financial return. Ultimately, the Town and the developer compromised on \$30,000 to move the application forward. He went on to note, there is a great amount of vacant land, and the intention is for development to gradually spread westward.

Member D. Primeau asked if the development would include sidewalks. K. Brewer explained the engineering road specifications, including sidewalks, are determined via the subdivision agreement between the developer and the Town. This is not information that has been provided to the committee at this point in the process.

Moved by Debby Warren and seconded by Kelvin Martin

The Planning Advisory Committee recommend to Riverview Town Council to assent to the extension of Cudmore Street and Carrington Drive, as well as the land for public purposes as shown on the Smith Hill Estates Unit 2 subdivision plan dated September 23, 2022

MOTION CARRIED - Unanimously

8. BY-LAW AMENDMENTS, ZONING AND MUNICIPAL PLAN MATTERS

K. Brewer presented an application to rezone a property located at the intersection of Pinewood Road and Pine Glen Road from Neighbourhood Commercial to R3 Multi- unit Dwelling for the purpose of a 12-unit apartment building.

Currently, Pine Glen Road allows a range of uses including high and low density residential, small-scale commercial and some industrial uses. Pinewood Road is mostly large-format commercial to the west, and low-density residential use to the east.

The proposed development is a two-story apartment building with traditional material requirements respected. Due to site constraints, there will be a one-way driving aisle entering from Pine Glen Road and exiting on to Pinewood Road. Angled parking will be provided, and tenants will be asked to vacate the lot when snow is pushed to the landscaped area to the east and the west. It is a requirement that multi-unit dwellings provide 1.25 parking spaces for each unit, but due to size constraints, only 14 spaces can be provided. A variance will be required to reduce the required parking spaces.

A variance will also be required at the north of the property because the 3m wide landscaping buffer cannot be met between the property line and the driveway. However, since this property abuts an adjacent vacant R3 property, staff is satisfied with an opaque fence in lieu of landscaping on this portion of the property.

Member J. Gallant asked why the standard conditions for the key lock box and engineering as-builts were not included in this application. K. Brewer noted that the key lockbox is like point D in the motion, whether or not the condition is present it is still a requirement. Also, as-built drawings can be added as an amendment in the current motion.

Member J. Gallant asked if there were any safety concerns with the building being so close to the traffic circle from a visibility perspective. K. Brewer stated there were no safety concerns raised by the Town's Engineering Department regarding the front of the apartment building facing the traffic circle.

Member J. Gallant asked who is responsible for the long-term fence maintenance. K. Brewer explained it is the responsibility of the property owner to maintain the fence.

Member S. Steeves asked if there were objections raised at the public hearing. K. Brewer advised there were two residents who brought up concerns of the apartment building lowering the property value. He went on to explain the area consists of other R3 zones, therefore apartment buildings can be erected in that area. Other concerns were regarding drainage. He explained drainage plans are required the developer has committed to hauling away snow if there is an abundance of it.

Member K. Steen asked where tenants would go while snow was being cleared. K. Brewer stated that during snowstorms tenants will remove their vehicles to any permitted area while snow removal is taking place. As with many other households, residents do park on the street while snow removal is happening, and K. Brewer does not feel that this development presents any unique safety concerns that should permit not approving this application.

Members J. Gallant and S. Steeves asked if the Committee or Council had control over what materials were used for the fence to address privacy and aesthetics. K. Brewer specified that Council could specify materials, but L. Bickford cautioned against specifying a wood fence in the motion, because being too specific may result in the motion having to be amended in the future. The wording should include the fence being opaque rather than the material that it will be built with.

Moved by Debby Warren and seconded by John Gallant

The Planning Advisory Committee recommend to Riverview Town Council adopt amending by-law 300-7-9 in order to remove the zoning from the public right-of-way (PID 05115175) and to rezone the property located at 700 Pinewood Road (PID 05058060) from NC - Neighbourhood Commercial to R3 - Multi-Unit Dwelling for the purpose of a 12-unit multiunit dwelling, subject to the following conditions:

- a) The notwithstanding Section 41(1) of the zoning by-law and Schedule D – Parking Requirements Chart, the project shall be permitted with 14 parking spaces;
- b) That notwithstanding Section 91(2)(b) of the zoning by-law, a 2m tall opaque fence shall be placed on the northern property line in lieu of the required 3m wide landscape buffer;
- c) That directional signs be placed at each access point indicating entry and exit points for the one-way driving aisle; and
- d) That nothing shall prohibit the property owner from applying for a variance under section 55 of the *Community Planning Act* for zoning provisions that are not addressed within the scope of this agreement.
- e) That as-built drawings for engineering submissions be required within 30 days after construction.

MOTION CARRIED - Unanimously

9. OTHER BUSINESS

NIL

10. NEXT SCHEDULED MEETING

The date for the next scheduled meeting is Wednesday, December 14 at 6:00 p.m.

11. ADJOURNMENT

Moved by D. Primeau meeting adjourned at 2:07 p.m.