

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

MEETING DATE: July 29, 2024

TO: Committee of Adjustment

FROM: Hayley McCartney, Policy Planner

SUBJECT: **Minor Variance Application - D13-UNR-24
Part of Lots B, C, 5, 6 on Plan 6262 (Mitcheson Section),
Part 1 on Reference Plan 26R-1808,
Almonte Ward, Municipality of Mississippi Mills
Municipally Known as 101 Main Street East**

OWNER/APPLICANT: Derek Unrau

RECOMMENDATION:

THAT the Municipality of Mississippi Mills Committee of Adjustment further defer the Minor Variance application affecting the subject lands which are legally described as Part of Lots B, C, 5, 6 on Plan 6262 (Mitcheson Section), Part 1 on Reference Plan 26R-1808, Almonte Ward, Municipality of Mississippi Mills, municipally known as 101 Main Street East, in order to give the applicant more time to finalize a new driveway design that consists of one entrance, subject to the following conditions:

- 1. That the applicant amends the Minor Variance application and returns to the Committee of Adjustment no later than the September 2024 meeting.**

BACKGROUND

The original application for minor variance was submitted to legalize a new second driveway entrance which was recently installed. The applicant indicated that the purpose of the second driveway was to allow for additional parking at the residence. Notably, no permits or approvals were obtained by the applicant for the paving of the second driveway.

The original application to permit the second driveway entrance was presented at the Committee of Adjustment meeting on June 24, 2024. At the meeting, Committee of Adjustment members voted to defer the Committee's decision as follows:

THAT the Municipality of Mississippi Mills Committee of Adjustment defer the Minor Variance to permit a second driveway entrance for the subject property, legally

described as Part of Lots B, C, 5, 6 on Plan 6262 (Mitcheson Section), Part 1 on Reference Plan 26R-1808, Almonte Ward, Municipality of Mississippi Mills, municipally known as 101 Main Street East for the purpose of redesigning the parking located on the property which does not include a second entrance off of Main Street East.

This deferral allowed the applicant the opportunity to meet with Staff to consult on a redesigned driveway that consisted of only one entrance onto Main Street. On July 23, 2024, Staff were notified that the applicant would like to further defer the application.

DESCRIPTION OF SUBJECT LANDS

The subject property is located along the south side of Main Street East and features 26.3 metres of frontage along Main Street East. The subject property is currently occupied by a single detached dwelling with an approved secondary dwelling unit and is surrounded by a mix of low-rise residential uses as well as commercial uses on lands zoned Downtown Commercial (C2) and Residential Second Density (R2).

The frontage of the subject property features two depressed curbs. Recently the owner had the existing driveway repaved and added a second driveway in a similar location of the existing driveway. The second driveway was installed without the required approvals and permits from the Municipality. The first driveway has an approximate width of 5.4 metres and the newly paved driveway has an approximate width of 4 metres for a combined width of approximately 9.4 metres.

Figure 1 shows an aerial image of the subject property.

Figure 1 – Aerial Image of Subject Property



CONCLUSION

Planning Staff recommend that Minor Variance application D13-UNR-24 be further deferred to no later than the September Committee of Adjustment meeting, provided the Committee is satisfied that any issues raised at the public hearing do not require additional Staff evaluation and comment, the submission of additional information, or the application of conditions contained in this report.

All of which is respectfully submitted by,

Reviewed by,

Hayley McCartney



Hayley McCartney
Policy Planner

Melanie Knight MCIP, RPP
Director of Development Services and
Engineering