



**The Corporation of the Municipality of Mississippi Mills
Committee of Adjustment and Property Standards Meeting**

MINUTES

**June 6, 2022
6:00 p.m.
E-participation**

Committee Present: Connie Bielby
Patricia McCann-MacMillan
Stacey Blair

Staff Present: Melanie Knight, Senior Planner
Jeffrey Ren, Planner

A. CALL TO ORDER

The Chair, Patricia McCann-MacMillan, called the meeting to order at 6:00 pm

**B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF**

None

C. APPROVAL OF AGENDA

Moved by Connie Bielby

Seconded by Stacey Blair

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Stacey Blair

Seconded by Connie Bielby

THAT the minutes dated March 23, 2022 be approved.

E. REPORTS

**E.1 Minor Variance Application Report A-08-22
Plan 56, Lot 4, Almonte Ward**

Jeffrey Ren, Planner with Mississippi Mills, presented an overview of the application.

The Committee discussed the following items:

- The owner confirmed the new extension does not impede access to the neighbour's gate to the backyard and the extension will be at the same level as the patio doors.
- There is a 20 day appeal period after the Notice of Decision is circulated.

The Chair asked if there are any comments from the public. No one spoke.

Moved by Connie Bielby

Seconded by Stacey Blair

THAT the Municipality of Mississippi Mills Committee of Adjustment approve the Minor Variance for the lands legally described as Plan 56, Lot 4, Almonte Ward, Municipality of Mississippi Mills, to permit a fully enclosed verandah that projects more than two metres into a legal non-complying rear yard, subject to the following conditions:

1. That the following requested Minor Variances to Zoning By-Law #11-83 are approved:

- To permit a verandah with four enclosed sides that projects into a required yard by 3.8 metres, where as Section 6.19 states that a verandah with a maximum of two enclosed sides may project into a required yard by only two metres.
- To permit a verandah that extends 3.8 metres into a legal non-complying rear yard measuring 5.81 metres, thereby creating a rear yard setback of 2.01 metres, where as Section 13.2 requires a minimum rear yard setback of 7.5 metres.

2. That the Owners/Applicants obtain all required building permits and approvals for the proposed verandah.

CARRIED

E.2 Minor Variance Application Report A-09-22 Part Lot 13, Concession 3 , Pakenham Ward

Jeffrey Ren, Planner with Mississippi Mills, presented an overview of the application.

The Committee discussed the following items:

- No issues were raised from staff during circulation of application regarding the adequate separation of driveways.
- Minimum distance separation was satisfied during the consent process.
- Fig. 1 aerial image shows an area that has not been previously identified in any mapping concerning this application.

The Chair asked if there are any comments from the public. No one spoke.

Moved by Connie Bielby

Seconded by Stacey Blair

THAT the Municipality of Mississippi Mills Committee of Adjustment approve the Minor Variance for the lands legally described as Part Lot 13, Concession 3, Pakenham Ward, Municipality of Mississippi Mills, for relief from the provisions of Section 12.2 of Zoning By-Law #11-83 to permit the continuation of an Agricultural Use on a lot that has a deficient lot area and lot frontage.

1. That the following requested Minor Variances to Zoning By-Law #11-83 are approved:

- To permit the continuation of an Agricultural Use on a lot with a lot area of approximately 15.79 hectares and a lot frontage of 115 metres, whereas Section 12.2 states that an Agricultural Use on a lot zoned as Rural requires a minimum lot area of 40 hectares and a minimum lot frontage of 150 metres.

CARRIED

E.3 Minor Variance Application Report A-05-22 Concession 8, Part Lot 13; Plan 69, Lot 38, Ramsay Ward

Jeffrey Ren, Planner with Mississippi Mills, presented an overview of the application.

The applicant advised that the municipal office was closed during the approval process and verbal permission was provided by municipal staff. The applicant requested clarification from staff regarding the approval process. Staff advised that if the minor variance is not approved the property owners would be required to remove the driveway at their own cost.

The Committee discussed the following items:

- Option of a looped driveway
- Applicant advised the cost to install the driveway was \$800.
- Applicant and staff confirmed there are other properties in the neighbourhood with more than one driveway.
- Staff advised that a grass entrance would be more desirable.
- Applicant confirmed the second driveway would be used for parking their 27ft Recreational Vehicle (RV) in their side yard.
- Applicant confirmed the RV would not be parked during the winter months or in the rear yard and is not a dwelling unit.
- Five (5) public comments were received by staff regarding the esthetics of this application.
- Applicant agreed to work with staff on the esthetics of the second driveway if the application is approved.

The Committee complimented staff on the difficulty in reviewing this application and providing a recommendation.

The Committee discussed the options and amended the staff recommendation to approve the Minor Variance with an additional provision that staff and the applicant work together to find an esthetically pleasing alternative.

This was a decision of the Committee of Adjustment and is not a recommendation of staff.

Applicant was advised by the Committee that an RV may not be parked on the second driveway until the Minor Variance is in full force and effect.

Moved by Connie Bielby
Seconded by Stacey Blair

THAT the Municipality of Mississippi Mills Committee of Adjustment approve the Minor Variance to permit a second driveway entrance for the subject property, legally described as Concession 8, Part Lot 13; Plan 69, Lot 38, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 155 Heather Crescent.

1. That the following requested Minor Variances to Zoning By-Law #11-83 are approved:

- That a second driveway is permitted on a lot with a frontage of 52 metres whereas Section 9.3.9 (e) limits the number of driveways to one (1) driveway for the first 30 metres of frontage and one (1) additional driveway for each additional 30 metres of frontage, up to a maximum of three driveways
- That a combined driveway width of approximately 15.24 metres is permitted whereas Section 9.3.9 (a) limits the maximum width of all driveways on the lot to nine (9) metres.

2. That the applicant work with staff to develop an acceptable driveway design, which may include permeable pavers or other landscaping features.

CARRIED

F. OTHER / NEW BUSINESS

None

G. MEETING ANNOUNCEMENTS

The next Committee of Adjustment meeting will be held on June 29, 2022 at 6:00 pm.

H. ADJOURNMENT

Moved by Connie Bielby
Seconded by Stacey Blair

THAT the meeting be adjourned at 6:53 pm.

CARRIED

Jennifer Russell, Recording
Secretary