



Planning Review and Adjustment Committee

Date of Meeting: September 14, 2016

Location: Exit Realty Board Room, 650 Main Street, Woodstock

Attendance: Andy Leech, Chair
Alan McLaughlin
Elaine English
Kenneth Clark
Mark Atwater

Regrets: Trevor Welch

Staff: Katelyn Hayden, Executive Director/Planning Director
Bev Gullison, Office Administrator

Meeting was called to order by Committee Chair, Andy Leech at 7:00 pm.

Approval of Minutes

Motion: To approve the minutes of the June 8, 2016 meeting.
Moved: Mark Atwater
Seconded: Ken Clark
Carried

Conflict of Interest

None

Zoning Applications

None

Subdivision Applications

1. Robert Finnamore – Odell Road – S-5-2016

Katelyn Hayden presented Planning Staff Report #18/16 notifying that Robert Finnamore has applied for approval of a tentative plan of subdivision to create a lot accessed by a 9m wide private right-of-way on property identified as PID #65025140 located on the Odell Road in Odell.



Katelyn Hayden reviewed with the members and circulated an aerial photo showing the approximate location of the lot. Katelyn Hayden advised the surveyor has indicated that the owners of the proposed lot intend to use the private Odell Road to access the private access, which crosses the parent PID. Katelyn Hayden advised the final plan will not be approved until the access has been established and if right-of-way is not granted by the existing camp owners of PID 65210536 over Odell Road an amended plan will be resubmitted to PRAC for approval.

Katelyn Hayden noted since the existing camp and shed are located within the 30 metre buffer of a regulated wetland and any future construction or soil disturbance on the lot would require a WAWA permit.

Katelyn Hayden advised since the proposed lot meets and exceeds subdivision lot area requirements and adequate private access has been proposed, staff are prepared to support the application subject to the documented terms and conditions listed in Planning Staffing Report #18/16.

Motion: To approve the tentative plan of subdivision as recommended by staff to create a lot serviced by private right-of-way subject to the documented terms and conditions.
Moved: Alan McLaughlin
Seconded: Elaine English

Carried

Variance Applications

None

Old Business

None

New Business

Katelyn Hayden informed the members that the PRAC committee terms expired for Andy Leech, Trevor Welch and Brent Pearson. Andy Leech and Trevor Welch were reappointed as committee members and Brent Pearson has decided to not reoffer.

Andy Leech stated a vote would be conducted at the next PRAC meeting for the Chair and Vice Chair positions and asked the members for their opinion regarding conducting the meetings during the day. It was determined it was not convenient for the majority of the members.



Andy Leech asked the members if the meeting time could be returned to 6:30 p.m. since the office is now located in Centreville, the consensus of that the meeting time should be changed to 6:30pm.

Adjournment:

Motion: To adjourn meeting
Moved: Mark Atwater

Meeting adjourned at 7:20 pm.


x _____
Andy Leech, Chair

