

**AUGUSTA TOWNSHIP
MINUTES
PLANNING ADVISORY COMMITTEE MEETING
February 19, 2025 at 6:00 p.m.**

PRESENT

Deputy Mayor Adrian Wynands (Chair), Mayor Jeff Shaver, Brian Purcell, Rob Jones, Glenn Mackey, Lisa Severson

STAFF PRESENT

Melissa Banford (Planner), Shannon Geraghty (CAO), Jessica Linn

REGRETS

1. Call to Order

Chair Adrian Wynands called the meeting to order at 6:00 p.m.

2. Approval of Agenda

Moved by Lisa Severson seconded by Glenn Mackey

THAT the Committee approve the meeting agenda as presented.

Motion: Carried.

3. Approval of Minutes of Previous Meeting – January 22, 2025

Moved by Brian Purcell, seconded by Rob Jones

THAT the Committee approve the Minutes of the previous meeting as presented.

Motion: Carried.

4. Disclosure of Interest and Nature Thereof

None were noted.

5. Planning Applications

- Severance B-141-24 (New Lot, Vacant Lands County Rd 21)

The Planner summarized the staff report for the Committee.

The Committee began discussing the application. The Committee noted that there are a number of structures and a trailer on the property and it was not clear if these were permitted. The Committee directed staff to forward these concerns to By-Law. The Committee instructed staff to add to the conditions that a building permit or a septic permit application would also need to include a drainage plan, to the satisfaction of the Chief Building Official.

The applicant arrived at 6:20pm. The Planner summarized what had been discussed and the applicant spoke on drainage.

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The Committee instructed staff to include a Development Agreement as a condition, in regard to drainage.

Moved by Lisa Severson, Seconded by Jeff Shaver

THAT the Planning Advisory Committee recommends that consent application B-141-24 be approved, subject to the following seven (7) conditions of approval:

1. That the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) (roll no. 0706 000 050 13720) shall be paid to Augusta Township.
2. That an acceptable reference plan, survey or legal description of the severed lands be submitted to Augusta Township.
3. That the road allowance of Coville Road be widened if required to provide for 10 metres from the centreline of the travelled road, across the frontage of the severed lands and retained lands and that a Transfer/Deed conveying the said land to Augusta Township be prepared and executed and such lands be confirmed free/clear of any encumbrances, in consideration of the payment of \$1.00. If such widening already exists, a surveyor shall confirm such with the Township.
4. That a cash-in-lieu of parkland levy of \$617.00 (2025 rate) be paid to Augusta Township, as a new building lot is resulting.
5. That the owner/applicant enter into a Development Agreement with the Township, to be registered on title to the severed and retained lands, requiring that a drainage plan, to the satisfaction of the Chief Building Official, shall be submitted to the Township for any new construction or septic system installation requiring a Building Permit on the severed and retained lots.
(Note: There is a \$771.00 fee (2025 rate) for the Township to draft a Development Agreement, plus costs for the applicant's solicitor to register it on title).
- 6.. That all costs associated with fulfilment of conditions are at the applicant's sole expense.
7. That the following note be placed on the Decision, to read as follows:
Note: The Township of Augusta advises that it is the responsibility of the property owner to ensure an adequate supply and quality of potable water to service the severed lot (new building lot).

Motion: Carried.

- Severance B-2-25 (Lot Addition, 1898 Merwin Lane)

The Planner summarized the staff report for the Committee.

The Committee discussed the application.

Moved by Glenn Mackey, Seconded by Lisa Severson

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THAT the Planning Advisory Committee recommends that consent application B-2-25 be approved, subject to the following four (4) conditions of approval:

1. That the severed lands be registered on title in the exact same name in which the intended recipient/purchaser's abutting land is registered (3174 County Road 18, Assessment Roll 0706 000 010 07800). A copy of the purchaser's registered deed for the abutting land is to be submitted to the Consent Granting Authority; prior to endorsement of consent on the deed for the severed land to ensure this. Section 50(3) of the *Planning Act* shall apply to any subsequent conveyance or transaction involving the severed land (such that the severed and recipient lands cannot be conveyed separately). The Consent Granting Authority shall be responsible for ensuring the implementation and fulfillment of this condition.
2. That the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) (Assessment Roll 0706 000 010 07300) shall be paid to Augusta Township, or the tax account be to the satisfaction of the Township Treasurer.
3. That an acceptable reference plan, survey or legal description of the severed lands and the deed or instrument conveying the severed lands be submitted to Augusta Township.
4. All costs associated with fulfillment of conditions are at the applicant's sole expense.

Motion: Carried.

6. Correspondence

- Decision B-110-24 (new lot), 9298 Branch Road, Eckford Property (complies with Township's recommendations)
- Notice of Public Meeting – ZBA 2024-001 (235 James Street W)
- Notice of Public Meeting – ZBA 2025-001 (360 Dibble Street W)

Moved by Glenn Mackey, seconded by Lisa Severson

THAT the correspondence items are received and filed.

Motion: Carried.

8. Next Meeting Date

Next meeting is currently scheduled for Wednesday, March 5, 2025 at 6:00 p.m.

9. Adjournment

Moved by Brian Purcell

THAT the Committee adjourn at 6:35 p.m.

Motion: Carried