

**AUGUSTA TOWNSHIP
MINUTES
PLANNING ADVISORY COMMITTEE MEETING
January 22, 2025 at 6:00 p.m.**

PRESENT

Deputy Mayor Adrian Wynands (Chair), Mayor Jeff Shaver, Brian Purcell, Rob Jones, Glen Mackey

STAFF PRESENT

Melissa Banford (Planner), Shannon Geraghty (CAO)

REGRETS

Lisa Severson,

1. Call to Order

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

2. Approval of Agenda

Moved by Brian Purcell seconded by Rob Jones

THAT the Committee approve the meeting agenda as presented.

Motion: Carried.

3. Approval of Minutes of Previous Meeting – November 6, 2024

Moved by Glenn Mackey, 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-140-24 (New Lot, 1106 County Road 2)

The applicant was in attendance virtually.

The Planner summarized the staff report for the Committee.

The Committee discussed the application. The Chair opened the floor to the applicant who expressed their intent for the application.

Moved by Brian Purcell, seconded by Glenn Mackey

THAT the Planning Advisory Committee recommends that consent application B-140-24 be approved, subject to the following eight (8) conditions of approval:

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1. That the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) (roll no. 0706 000 065 18400) 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 a cash-in-lieu of parkland levy of \$617.00 (2025 rate) be paid to Augusta Township, as a new building lot is resulting.
4. That the owner/applicant enter into a Development Agreement with the Township, to be registered on title to the retained lands/new resulting building lot, requiring that:
 - (1) any future building areas, septic locations, or construction areas requiring soil disturbance within 300m of the St. Lawrence River shall require confirmation from the Ministry of Citizenship and Multiculturalism that a supportive Archaeological Assessment has been submitted to their Ministry (note: normal farm (tilling) practices would be exempt); and
 - (2) any future residential dwelling proposed to be located within 500m of the Bedrock Resource designation on the Township's Official Plan Schedule B, requires a supportive Mineral Aggregate Impact Assessment/Land Use Compatibility Study and a Hydro-geological Assessment, to the satisfaction of the Township.(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).
5. A Building Permit/Change of Use Permit is required to be issued by the Township for the conversion of the existing barn structure to residential accessory storage use (note: the applicant should consult with the Chief Building Official regarding this condition).
6. That Minor Variance relief is granted for the severed lands in relation to the residential accessory storage building (existing barn structure to be converted) to seek relief to the maximum residential accessory building gross floor area and height maximum of an accessory structure in the RU, Rural Zone (note: a \$1,027.00 application fee (2025 rate) is required to be paid to the Township to file a Minor Variance application).
7. That all costs associated with fulfilment of conditions are at the applicant's sole expense.
8. That the following notes 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 retained lot (new building lot).

Motion: Carried.

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

The Planner summarized the staff report for the Committee.

The Committee discussed the application. The Committee noted that there is another barn close to the property. The Committee directed the Planner to run the

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MDS in relation to the noted barn and the Committee will discuss the application at their next meeting.

Moved by Glenn Mackey, Seconded by Brian Purcell

THAT the Planning Advisory Committee defer consent application B-141-24 until their next meeting.

Motion: Carried.

- Severance B-142-24 (New Lot, 6201 6th Concession Rd)

The applicant was in attendance.

The Planner summarized the staff report for the Committee.

The Committee discussed the application. The Chair opened the floor to the applicants to speak on the application.

Moved by Brian Purcell, Seconded by Glenn Mackey

THAT the Planning Advisory Committee recommends that consent application B-142-24 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 000 045 04700) 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 6th Concession 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 lands, requiring that:
 - (1) any new entrance shall be located onto 6th Concession Road and not County Road 15;
 - (2) any future building areas, septic locations, or construction areas requiring soil disturbance within 300m of the historical watercourse, located to the east of the subject lands, shall require confirmation from the Ministry of Citizenship and Multiculturalism that a supportive Archaeological Assessment has been submitted to their Ministry (note: normal farm (tilling) practices would be exempt);

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(3) should new buildings or structures be proposed within 120m of the Significant Woodlands on the Township's Official Plan Schedule B, an Environmental Impact Study (EIS) would be required, to the satisfaction of the Township; and

(4) any future dwelling is to be located outside of the Tertiary Sand and Gravel Resource area identified on the Counties of Leeds & Grenville Official Plan Schedule B.

(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-136-24 (New Lot) & B-137-24 (Easement) 1898 Merwin Lane

The applicant and their agent were in attendance virtually.

The Planner summarized the staff report for the Committee.

The Chair opened the floor to the applicants to speak on the application.

Moved by Rob Jones, seconded by Glenn Mackey

THAT the Planning Advisory Committee recommends that consent application **B-136-24 (New Lot)** be approved, subject to the following eight (8) 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 000 010 03000 and 0706 000 055 00801) 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 a cash-in-lieu of parkland levy of \$617.00 (2025 rate) for application B-136-24 be paid to Augusta Township, as one (1) new building lot is resulting.
4. That the road allowance of Merwin Lane be widened, if required, to provide for 10 metres from the centreline of the travelled road, across the frontage of the two severed lots, and the 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.

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5. That the owner/applicant enter into a Development Agreement with the Township, to be registered on title to the severed lands under B-136-24, requiring that any new entrance of the severed lands shall be located directly onto the easement/right-of way under B-137-24 and not onto Merwin Lane.
(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 a supportive archaeological assessment be completed by a qualified archaeologist on the severed lands under B-136-24, given that the severed lands are within 300 m of Bradley's Creek, a historic watercourse. The Township shall also receive confirmation from the Ministry of Citizenship and Multiculturalism that a supportive Archaeological Assessment has been submitted to their Ministry (note: normal farm (tilling) practices would be exempt); and
7. That all costs associated with the fulfillment of conditions are at the applicant's sole expense.
8. 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).

THAT the Planning Advisory Committee recommends that consent application **B-137-24 (Easement)** be approved, subject to the following three (3) 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 000 010 03000 and 0706 000 055 00801) 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 all costs associated with the fulfillment of conditions are at the applicant's sole expense.

Motion: Carried.

6. Correspondence

- Staff Report 2024-151 OP Review Update
- Decision B-99-24 (new lot), 8501 Kyle Road, Raycroft Property (complies with Township's recommendations)
- Notice of Public Meeting – ZBLA #Z-07-24 (2934 2nd Concession Rd)

Moved by Glenn Mackey, seconded by Rob Jones

THAT the correspondence items are received and filed.

Motion: Carried.

8. Next Meeting Date

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

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9. Adjournment

Moved by Brian Purcell

THAT the Committee adjourn at 6:43 p.m.

Motion: Carried