

**TOWNSHIP OF SOUTH ALGONQUIN**

**PLANNING & ZONING COMMITTEE MEETING – MINUTES**

On Wednesday, June 28, 2016 the Planning & Zoning Committee held a meeting.

Present: Mayor Jane Dumas  
Councillor John Brown  
Councillor Joe Florent  
Councillor Dave Harper  
Councillor Richard Shalla  
Councillor Linda Thom  
Suzanne Klatt, CAO/Clerk Treasurer  
Tracy Cannon, Municipal Operations Clerk – Recording Secretary  
Jamie Robinson, Partner – MHBC Planning Ltd.  
Patrick Townes, Planner – MHBC Planning Ltd.

Regrets: Councillor Bill Rodnick

CAO/Clerk Treasurer, Suzanne Klatt called the meeting to order at 7:00 p.m., did introductions and briefed the committee on the Zoning By-Law project overview.

Mr. Robinson, Partner - MHBC Planning Inc. presented a powerpoint presentation that included the Zoning By-Law project overview. Mr. Robinson and Mr. Townes, Planner – MHBC Planning Ltd. will develop the first draft of the Zoning By-Law. The first draft will be available on the Township website for property owners to view and make comments prior to the first open house that is scheduled for August 24<sup>th</sup>, 2016 from 4:30 p.m. – 7:30 p.m. at the Madawaska Complex.

The second draft of the Zoning By-Law will also be available on the Township website for property owners to view and make comments prior to the second open house that is scheduled for September 21, 2016 from 4:30 p.m. – 7:30 p.m. at the Lester Smith Building.

All comments will be directed to the CAO/Clerk Treasurer.

Mr. Robinson will draft the notice for Council to review at the Regular Council Meeting of July 7th. This notice will also recommend that property owners refer to the website for any changes or updates. Staff will also include the notice on the back of the final tax bill to ensure all property owners receive the notice.

The Committee reviewed the powerpoint presentation that included timelines, how the Zoning By-Law will be structured and the zone categories and samples of permitted uses for the categories. Mr. Robinson, Partner – MHBC Planning Inc. also presented sample mapping and will provide all Councillors with maps. Councillors are to review the maps of their wards and provide comments prior to the open houses.

Mr. Robinson and Mr. Townes stated that they requested mapping of the land selection from the Algonquin's of Ontario so they could include the parcels in the first draft of the Zoning By-Law, however they were advised that the land selection mapping was not available at this time. Staff will forward a copy of the Zoning By-Law notice to the Algonquin's of Ontario.

Mr. Robinson will forward sample zoning requirements for boathouses and outdoor storage buildings to Council.

Meeting Adjourned 9:00 p.m.

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Jane A.E. Dumas, Mayor

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Municipal Operations Clerk, Tracy Cannon Recording Secretary