



City of Kingston  
Planning Committee  
Agenda

16-2024

Thursday, September 5, 2024

6:00 p.m.

Council Chamber

**Committee Composition**

Councillor Cinanni; Chair

Councillor Chaves

Councillor Glenn

Councillor McLaren

Councillor Oosterhof

Councillor Osanic

Please provide regrets to Christine O'Connor, Committee Clerk at 613-546-4291, extension 1219 or [cloconnor@cityofkingston.ca](mailto:cloconnor@cityofkingston.ca)

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## 1. Introduction by the Chair

The meetings being held tonight are public meetings held under the Planning Act.

**Notice of Collection** – Personal information collected as a result of the public meetings are collected under the authority of the Planning Act and will be used to assist in making a decision on this matter. Persons speaking at the meeting are requested to give their name and address for recording in the minutes. All names, addresses, opinions and comments may be collected and may form part of the minutes which will be available to the public. Additionally, interested members of the public can email the Committee Clerk or the assigned planner if they wish to be notified regarding a particular application. Questions regarding this collection should be forwarded to the Director of Planning Services.

The first portion of tonight's meeting is to present planning applications in a public forum as detailed in the community meeting report. This report does not contain a staff recommendation and therefore no decisions will be made this evening. Each application in the community meeting report will be presented individually and following each presentation by the applicant, the meeting will be opened to the public for comments and questions.

The second portion of tonight's meeting is to consider public meeting reports. These reports do contain a staff recommendation and the recommendation is typically to approve (with conditions) or to deny. After the planner's presentation, Committee members will be able to ask questions of staff, followed by members of the public. Following the question-and-answer period, this Committee then makes a recommendation on the applications to City Council who has the final say on the applications.

Following Council decision, notice will be circulated in accordance with the Planning Act. If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of Kingston to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of Kingston before the by-law is passed, the person or public body is not entitled to appeal the decision.

**2. Community Meeting items**

The purpose of the Community Meeting is to provide the applicant with an opportunity to present a potential development proposal in the early stages of the development process and to seek feedback from the public and members of Planning Committee before a complete application is submitted to the City. Anyone who attends a Community Meeting may present an oral submission, and/or provide a written submission on the proposals being presented.

The Report of the Commissioner of Growth & Development Services (PC-24-049) is attached.

Details of the development proposals to be presented at the Community Meeting are listed below.

**Exhibit A**

**File Number: D14-009-2024**

**181-183 Union Street**

**Exhibit B**

**File Number: D35-003-2024**

**1519 Shira Drive Northwest Corner of Cataraqui Woods Drive and Bayridge Drive**

**Exhibit C**

**File Number: D14-011-2024**

**73 Sydenham Street**

**3. Call to Order**

**4. Approval of the Agenda**

**5. Confirmation of Minutes**

**That** the minutes of Planning Committee Meeting Number 15-2024, held Thursday, July 18, 2024, be approved.

**6. Disclosure of Pecuniary Interest**

**7. Delegations**

**8. Briefings**

**9. Business**

**1. Recommendation Report - 1739 Westbrook Road**

File Number: D35-004-2024

District: District 1 - Countryside

Address: 1739 Westbrook Road

Application Type: Official Plan & Zoning By-Law Amendment

Owner: Propane Levac Propane Inc.

Applicant: Asterisk Engineering Corp

The Report of the Commissioner of Growth & Development Services (PC-24-047) is attached.

Recommendation:

**That** the Planning Committee recommends to Council:

**That** the applications for Official Plan and zoning by-law amendments (File Number D35-004-2024) submitted by Asterisk Engineering Corp, on behalf of Propane Levac Propane Inc, for the property municipally known as 1739 Westbrook Road, be approved; and

**That** the City of Kingston Official Plan, as amended, be further amended, amendment number 97, as per Exhibit A, (Draft By-Law and Schedule A to Amend the Official Plan) to Report Number PC-24-047; and

**That** Kingston Zoning By-Law Number 2022-62, as amended, be further amended, as per Exhibit B (Draft By-Law and Schedule A & B to Amend Zoning By-Law Number 2022-62) to Report Number PC-24-047; and

**That** Council determines that in accordance with Section 34(17) of the Planning Act, no further notice is required prior to the passage of the by-law; and

**That** the amending by-law be presented to Council for all three readings.

**10. Motions**

**11. Notices of Motion**

**12. Other Business**

**13. Correspondence**

- 1. Correspondence received from August 21 - August 26, 2024, regarding 73 Sydenham Street**

**14. Date of Next Meeting**

The next meeting of the Planning Committee is scheduled for Thursday, September 19, 2024 at 6:00 p.m.

**15. Adjournment**