



# MINUTES

## MAIN STREET DEVELOPMENT REVIEW COMMITTEE

SEPTEMBER 29<sup>TH</sup>, 2020 AT 7:00 P.M.  
ELECTRONIC PARTICIPATION – Via Zoom

### A. CALL TO ORDER

Manager of Planning, Robert Brown called the meeting to order at 7:00 p.m. with the following Committee members in attendance:

#### Members of Committee

Deputy Mayor Gord Queen  
Councillor Kimberly DeYong  
Brenda Gagnier  
David Hunt  
Dennis Rogers  
Gideon Spevak  
Heather Brown  
Joe Wilds  
Laura Mastronardi  
Mary Ellen Havlik  
Sarah Sacheli  
Tasha Slater  
Tom Greenall

#### Members of Administration

Chief Administrative Officer – John Norton  
Manager of Planning – Robert Brown  
Town Planner – Kristina Brcic  
Administrative – Stephanie Coussens

#### ABSENT:

Bruce Durward

### B. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Manager of Planning, Robert Brown reminded Committee members to disclose any interest they may have prior to each agenda item being discussed.

### C. MINUTES OF THE PREVIOUS MEETING

#### 1. Adoption of Main St Development Review Committee Meeting Minutes dated August 25<sup>th</sup>, 2020.

In the minutes of August 25<sup>th</sup>, 2020 committee members noted that on Page 5 of the minutes Mary Ellen Havlik's last name was not included; Mr. Joe Wilds last name was misspelled on Page 6, and Mr. Dennis Rogers last name was misspelled on Page 7.

Heather Brown, referred to Page 4 of the minutes regarding the power point presentation being emailed to the committee members. Manager of Planning Services noted that the

Power point presentation was uploaded to the Town Website for committee members and the public to review. <https://www.kingsville.ca/en/do-business/resources/Planning/Meeting-1-Power-Point-Aug-25.pdf>

## **MSD-01-2020**

Moved by Heather Brown, seconded by Dennis Rogers that the Main Street Development Review Committee Meeting Minutes dated August 25<sup>th</sup>, 2020 be adopted.

**CARRIED**

### **2. Reminder of declaration submission from members**

Manager of Planning Robert Brown, reminded the committee to submit their declaration forms if they have not already done so.

### **3. Introduction of any new members or those that were not in attendance at the last meeting**

Manager of Planning Services, Robert Brown introduced the newest member of the committee, Gideon Spevak. Gideon is our high school representative, he is 16 years old, and attends Cardinal Carter High School. Political Science, future studies in Law.

### **4. Review and discussion of summary of main items from August 25<sup>th</sup>.**

Manager of Planning Services, Robert Brown reviewed his notes, conclusions and observations from the initial meeting. These are separate from the meeting minutes.

- Traffic management, volume and routing (Transportation Master Plan, Growth Management through OP, Capital Budgeting priors)  
Comment: As one of the two main arterial roads and a connecting link between the County Roads (Seacliff to Cty 20 & Division) Main St. E and W are serving their intended purpose as high volume traffic routes. This does not change the concern but rather simply provides context. The current and future traffic volumes on Main St. are impacted by **all** development not just what occurs on Main St. At present there are limited alternative routes to help reduce volumes on Main St. The realignment and improvement on Jasperson will have an impact at the east end, development of a west side collector to Road 2 W will potential help along with the improvement of Road 2 E from Division to Union.

There are two main arguments that have been put forward from the public in the past. 1) no more development until the problem is resolved; 2) its Main St and the business on the street relies on that traffic. While item 2 may be true there is an equally likely potential that too much traffic can negatively impact those businesses. On the other hand to follow through with item 1 also has an impact as new development is what supports and drives all infrastructure maintenance and

improvement as it provide increased income for the Town to maintain service levels.

- Active transportation (Rec Master Plan, OP, Trans Master Plan)  
Comment: The Town has been supportive of active transportation and I would be interested to know, in the context of the Main St corridor, what additional consideration is needed.
- Development in core versus outside core area (OP)  
Comment: To some degree the Kingsville OP already looks to focus commercial to the core area first. The Town does not have a significant amount of larger format commercial so there is not a significant movement out of the downtown at present.
- Well-articulated policy/frame work to direct development (OP)  
Comment: This is the purpose of the Main St. Committee. The policy can take several forms. Changes to the Official Plan will likely be required. Other policy could include the development of a downtown CIP, urban design guidelines, or development of a master plan for the corridor. Each of these items would not be developed as part of the Main St. review but rather recommendations of the committee to further the work. i.e. next steps.
- Support economic development/business growth (Strategic Plan)  
Comment: This is very much a balancing act within the policy to control and direct without discouraging.
- Provide affordable housing (OP)  
Comment: Policy has been established within the Kingsville Official Policy to encourage the provision of affordable/attainable housing however without financial incentives widely available it is a challenge to force the issue.
- Maintain small town feeling (Strategic Plan)  
Comment: This is something that needs to be articulated more clearly and would likely be best suited to the Strategic Planning process that will likely be occurring soon.
- Limit number of condos (OP, Zoning – density of development)  
Comment: Condo development is heavily economics driven. It can also take different forms and can actually help to provide affordable options so I would suggest that the type of condos/apt. proposed are more the issue. I also suspect that the scale of the individual buildings is the real issue.
- Careful planning  
Comment: Noted. What does this look like to the Committee?
- Maintenance and preservation of heritage  
Comment: Kingsville has done a great deal in the area of heritage protection based on its practice of voluntary designation in co-operation with property owners. This approach should continue.

- Have clear expectations for development/developers (part of policy/Development Manual)  
Comment: Believe it or not the Town does hold developers feet to the fire in terms of expectations.
- Public input heard  
Comment: I have had many helpful, productive conversations that have resulted in positive outcomes for both policy and development. With increased access to technology and social media there has been opportunity to provide more information and gather more input. The loss of the Kingsville Reporter presents a challenge. The one thing that I have observed, regardless of the community, is that often only controversial items seem to spark input. Items such as this, Official Plan reviews, or Community Improvement Plans often do not lead to a significant level of input particularly at the development stage.  
Manager of Planning Services, Robert Brown encouraged committee members to spread the word to the public that we want to hear the public's concerns.
- Master Plan  
Comment: I have heard this term used with just about every development, particularly along Main St. Master plans can provide guidance to development however from a planning standpoint these are always focused on Town owned assets. The challenge to development a Master Plan to direct type and style of development in an area is how to get support from private ownership.
- Height limitations for new development (OP/Zoning)  
Comment: Most of the zoning in Kingsville currently limits the overall height to 10 to 11 m (33 to 36 ft.) which is generally three stories. With the approval of the Park and Division condo in 1996 it has led to some degree of push for increased heights. The increase in height is also pushed by province wide policy for increased density, maximization of serviced lands and infrastructure.
- Signage guidelines, currently the Town does not have a sign by-law  
Comment: open to discussion on this item
- School site redevelopment policy  
Comment: As part of the affordable housing policy updates in 2018 it was noted in the policy that Council should consider acquiring both KDHS and KPS as both properties have significant development potential. Ownership would provide important control on how these are to be developed. Including any significant consideration of these properties as part of the Main St. review increases the overall scope and complexity of the review to a point that could dilute the focus on Main St. Redevelopment of the school sites should certainly be noted in the Main St. review but would be far better serviced if it were a separate process which focused on it alone. Based on the current anticipated timeline for the new school the Town has time to consider this once the Main St. review is completed. The

school sites are well suited to being part of a secondary planning process and/or development of a master plan.

- Strategic growth that benefits the core  
Comment: interested to hearing ideas to on this topic.
  
- Provide a list of the current pending developments  
Comment: The following are existing approvals or pending consideration
  - Kingsville Golf – stay n play condo development
  - Valente – residential subdivision (642 low density residential units)
  - Conklin – residential subdivision (pending exact number is not yet finalized)
  - 140 Main St. E – 32 residential condo units
  - 200 Main St. E – Medical clinic/120 residential units
  - Jasperson – new school site
  - Division Rd N @ Road 2 E – commercial development (next to Chartwell)
  - Main St E @ Emily – commercial plaza
  - Ruthven subdivision – 130 residential units
  - Royal Oak, Sunvalley, Timbercreek, Millbrook continue to fill in

Chairman, Gord Queen noted that the Chief Administrative Officer, John Norton has joined the meeting. Chairman Queen introduced and welcomed Mr. Norton to the committee.

**5. Review of areas of main consideration – traffic, heritage, design, landscaping etc.**

Study Area Structure – current area is Main St. E and W from Heritage to Kratz Road. It was suggested that areas further south and north on Division be included. As with inclusion of the school sites expansion of the study area increases the size of the study and potentially dilutes the focus. I would point to one of the items that was outlined in the Terms of Reference as a potential outcome, development of a Downtown CIP (like the current Cottam CIP). As part of the review process for Main St. it may be concluded that the downtown area should explore establishing a Community Improvement Area. Much like the school sites this exercise is a review and study process of its own and usually encompasses specific, focused consultation and review with the BIA and other downtown stakeholders.

The other piece of the study area structure relates to how to review the area. Given its size it was suggested that the area be looked at in four parts, not to divide the area but to make reviewing it more manageable.

An alternate suggestion was to consider reviewing the area by subjects of concern such as traffic, heritage, design, use etc. The committee would establish working groups to review each of the topics based on their area of interest and/or expertise.

It was also suggested that walking tours of the area would be productive along with pictures and perhaps some brief video observations to support the committees review process.

Mary Ellen Havlik spoke to the future of the high school property, wanting to ensure that this property is included and discussed. Traffic is going to be impacted by whatever is developed on that property. Could we control the height of buildings, as well as setbacks?

Joe Wilds, noted that traffic volume is a concern, but we need to focus on safety of traffic as well.

Brenda Gagnier has been in contact with John Kraus, a local realtor for Century 21 Erie Shores Realty Inc. regarding the Kingsville Golf Course. According to Mr. Kraus the plans are being changed for the Golf Course Stay and Play proposal; apparently the 6 story building will be changed to a 3 story building. Manager of Planning Services, Robert Brown, has not been made aware of any changes to date.

Laura Mastronardi asked if keeping the condo development on the North Side of Main Street is something that this committee could propose, to help with traffic flow.

Councilor Kim DeYong, asked the Manager of Planning Services if she heard correctly that the Park Street Condos height was approved in 1996? Manager of Planning Services, Robert Brown confirmed that yes it was 1996.

Official Plan revisions regarding height, zoning, density levels. Suggestion of putting height limitation into the official plan would add an additional level of approval as you would have to request a zoning amendment and official plan amendment. This tends to increase the level of justification for change.

Kim DeYong asked if there is something the committee can do to put a hold or stop on all zoning changes on Main St? Manager of Planning, Robert Brown, explained that a request for a zoning change can't be stopped but Council doesn't have to approve the change either.

Sarah Sacheli asked if design controls and height could be added to the Official plan. Ms. Sacheli is glad we use feet and inches, instead of by floor, she has seen people in other communities get away with additional heights by making their "floors" higher than normal.

Manager of Planning, Robert Brown, noted that urban design guidelines for Main St can be a consideration.

Tasha Slater noted that at the corner where the home was taken down and commercial put up (Santos & Main St E) was allowed as neighbourhood commercial; the corner of Emily Ave and Main St, needs to look as we want to represent Kingsville as it is a welcoming corner to our downtown.

Heather Brown, regarding Emily Ave and Main St, is not the right spot for a plaza. Ms. Brown would like have the Town have a certain look.

Manager of Planning Services, Robert Brown, made the committee aware that there

are things in the Official plan that talk about what the town wants to see and what it wants to look like. What is Down Town to you? What do you want it to look like?

Mary Ellen Havlik, indicated that she sees the boundaries of down town to be the Catholic Church at Spruce and Main St E to the Bell building at the corner of Queen St and Main St W.

Sarah Sacheli, indicated that she sees the boundaries of down town to be Pelee Island Winery or Cindy's Garden to the Beer Store at the Corner of Heritage Rd.

Heather Brown, agrees with Ms. Sacheli, but would even go out to the Kingsville Golf Course. Ms. Brown feels that not discussing the high school is a good idea.

Gideon Spevak, agrees with Ms. Brown.

Manager of Planning Services, Robert Brown, technical issues.

Town Chief Administrative Officer, John Norton, introduced himself to the committee. Mr. Norton is interested to see how we will shape the downtown. He is excited to learn more about the town, and the vision the committee has. Mr. Norton noted that we have to remember that we are working with the private sector and their investments, noting the jobs that come for construction, or the commercial establishment, as well as the condo's that will provide housing. Mr. Norton spoke to more affordable housing.

Manager of Planning Services has resolved his technical issues, and has rejoined the meeting. Mr. Brown, confirmed that certainly a recommendation would come out of the committee of what we want to see for the property at the corner of Emily and County Rd 20.

Tasha Slater, believes we have the right to dictate what happens and comes to the Town of Kingsville. Kingsville is a hot spot, people are really wanting to come to Kingsville. If they really want to be here they will follow our rules. Dennis Rogers agrees with Tasha, people will pay to be here.

Mary Ellen Havlik asked if the committees decision be binding? How much control do we have? Provincial government change? Will that change the policy? Manager of Planning, Robert Brown hasn't seen dramatic changes in small towns. As for how binding this will be; As long as any policy or recommendation are consistent with the Official Plan and Zoning.

Gideon Spevak agrees with the suggestions to purchase the high school.

## **6. Study area size & scope (school site redevelopment / Downtown CIP etc.)**

When we meet in person, we tasks could be assigned easier. Mr. Bruce Durward would like to address major traffic concerns, as well as move ahead with a Strategic Plan for the downtown core.

Manager of Planning Services, Robert Brown reviewed the following information through a PowerPoint presentation;

## **7. Assignment of individual tasks**

Study Area Structure – current area is Main St. E and W from Heritage to Kratz Road. It was suggested that areas further South and North on Division be included. As with inclusion of the school sites expansion of the study area increases the size of the study and potentially dilutes the focus. I would point to one of the items that was outlined in the Terms of Reference as a potential outcome, development of a Downtown Improvement Plan (like the current Cottam Improvement Plan). As part of the review process for Main St. it may be concluded that the downtown area should explore establishing a Community Improvement Area. Much like the school sites this exercise is a review and study process of its own and usually encompasses specific, focused consultation and review with the BIA and other downtown stakeholders. The other piece of the study area structure relates to how to review the area. Given its size it was suggested that the area be looked at in four parts, not to divide the area but to make reviewing it more manageable. An alternate suggestion was to consider reviewing the area by subjects of concern such as traffic, heritage, design, use etc. The committee would establish working groups to review each of the topics based on their area of interest and/or expertise. It was also suggested that walking tours of the area would be productive along with pictures and perhaps some brief video observations to support the committees review process.

Mr. Tom Greenall, suggests we start sooner than later. Deputy Mayor, Gord Queen agreed. Tom Greenall, Mary Ellen Havlik and Joe Wilds expressed their interest in the Traffic component. Sarah Sacheli, Tasha Slater, Gideon Spevak and Dennis Rogers are interested in Heritage & Urban Design. Mr. Greenall would also be interested in Landscaping. Manager of Planning Services, Robert Brown appreciates everyone wanting to move this forward, as suggested, but Mr. Brown would like to write the assignments and send out emails to inform every one of the study areas and will include definitions.

## **8. Future Meeting Dates (October, November & December), location and format**

Deputy Mayor Gord Queen suggested the first Tuesday of the month to meet with the committee. Tasha Slater suggested we meet next week as the first Tuesday of October; to touch base with the assignments that are being sent next Monday to solidify groups. Manager of Planning Services, Robert Brown will send out the Zoom information and invitation.

|          |     |
|----------|-----|
| October  | 6th |
| November | 3rd |
| December | 1st |

**9. Q & A – other support information that the Committee would like to see moving forward**

Sarah Sacheli wanted to make the committee aware that at the last Heritage Meeting a report was received from a researcher. Ms. Sacheli would like to share the report with our committee to ensure everyone has the same information.

Tasha Slater asked about a report or update from Open Streets. Mr. Norton said a report will come to council. We could receive the report in this committee, we should get input from the BIA. Ms. Slater, suggested maybe a reach out to business owners to complete a survey. Heather Brown, updated the committee to be aware that the BIA did hold a meeting a few weeks ago, and this is a conversation that is being had. The BIA does want feedback from guests, peers, etc. It is a hot topic, we will be reaching out.

Dave Hunt, agenda item for Economic Development

**E. OTHER BUSINESS**

Next meeting will be held on Tuesday October 6<sup>th</sup>, 2020 at 7:00PM

**F. ADJOURNMENT**

**MSD-02-2020**

Moved by Kim DeYong, seconded by Tasha Slater there being no further items scheduled, the meeting was adjourned at 8:33 p.m.

**CARRIED**

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CHAIRPERSON, G. QUEEN

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SECRETARY-TREASURER, R. BROWN