



# The Corporation of the Municipality of Shuniah Notice of a Public Meeting Concerning a Proposed Zoning By-law Amendment

Under Section 34 of The Planning Act

*File No.: Z2/20*

**Take Notice** that the Council of the Corporation of the Municipality of Shuniah will hold a virtual public meeting on **January 26, 2021 at 4:00 pm** to consider a proposed zoning by-law amendment under section 34 of the Planning Act. The Public Meeting will be streamed live via Zoom meetings at <https://shuniah.civicweb.net/Portal/>.

The purpose and effect of this proposed amendment is to amend Zoning By-law No. 2038-00 to allow for the conversion of an existing garage to a Garden Suite to house family members for a temporary period of up to 20 years on property described as a portion of Mining Location 8E, White's Survey, known as 608 Lakeshore Drive.

Additional Information relating to the proposed zoning by-law amendment is available by contacting Municipal Office at the information below or by accessing an electronic copy on the municipal website at <https://www.shuniah.org/planning-application-notice/>.

You may make a written submission in support of or in opposition to the proposed zoning amendment to Paul Greenwood, CAO, Acting Clerk at the contact information below. Please include your contact information.

If you are unable to make written submissions and therefore wish to make an oral statement during the meeting please email the Municipal Acting Clerk at [pgreenwood@shuniah.org](mailto:pgreenwood@shuniah.org) by noon on **January 22, 2021** to register. You will be provided further instructions on how you will connect during the virtual meeting.

If you wish to be notified of the decision of the Municipality of Shuniah on the proposed zoning by-law amendment, you must make a written request to the Clerk at the address listed below.

If a person or public body would otherwise have an ability to appeal the decision of the Municipality of Shuniah to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to Municipality of Shuniah before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to Municipality of Shuniah before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Dated at the Municipality of Shuniah on the 15<sup>th</sup> day of December 21, 2020.

Paul Greenwood, CAO, Acting Clerk  
Municipality of Shuniah  
420 Leslie Avenue, Thunder Bay ON P7A 1X8  
Phone: 807-683-4543  
Fax: 807-683-6982  
Email: [pgreenwood@shuniah.org](mailto:pgreenwood@shuniah.org)

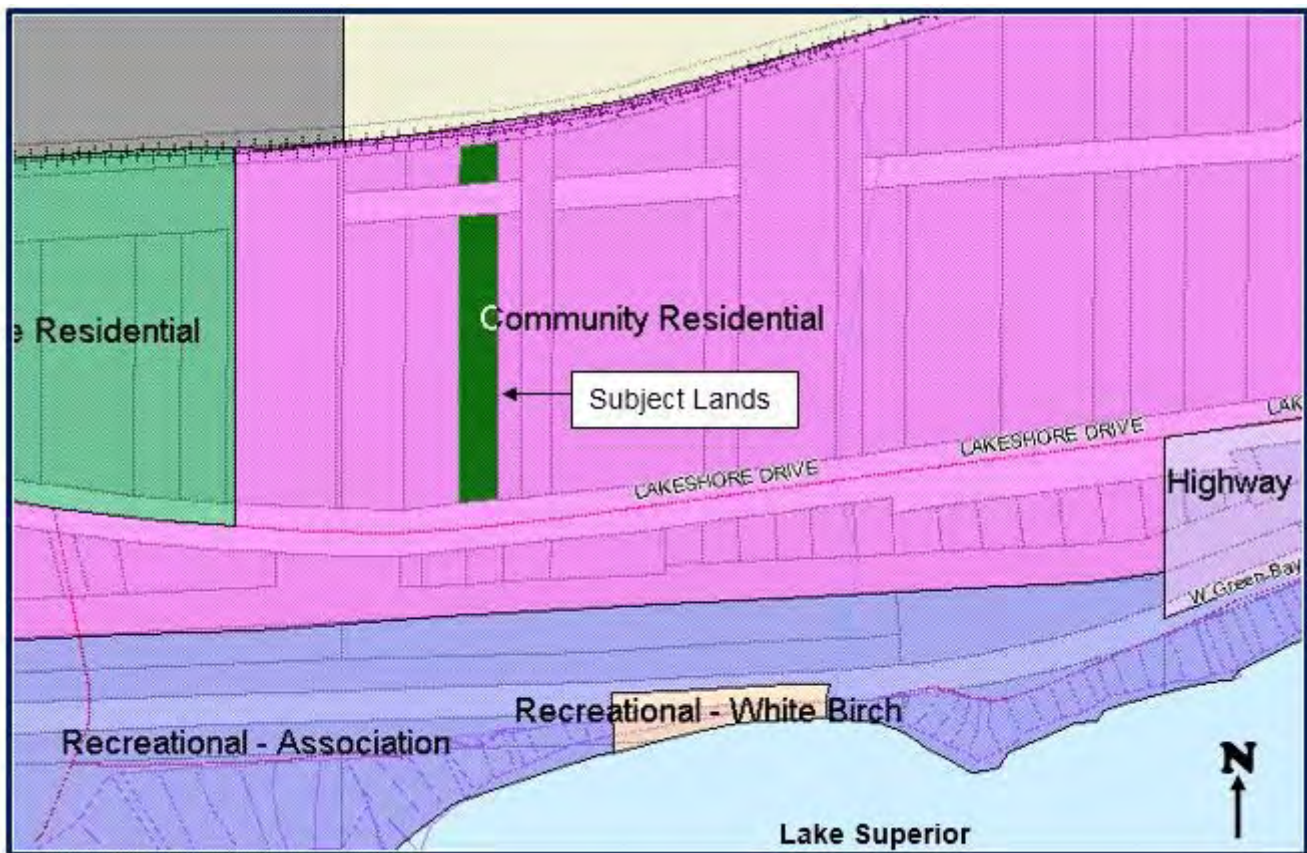
Key Map Attached

***The Clerk of the Municipality of Shuniah gives notice that the application containing the prescribed information required under subsections (10.1) and (10.2) of the Planning Act has been received and deemed to be complete.***

## PURPOSE AND EFFECT OF THE PROPOSED TEMPORARY USE BY-LAW

1. The land affected by the proposed amendment is presently designated land use is Community Residential in the current Official Plan and is located within the Community Residential Zone under By-law No. 2038-00, the Zoning By-law.
1. The Purpose of the proposed temporary use by-law is to allow the added use of a Garden Suite on property located 608 Lakeshore Drive for a period of up to 20 years.
2. The Effect of the proposed by-law would be to allow the owner to convert an existing garage into a Garden Suite to house her parents.
3. The by-law applies to the property located on a portion of Mining Location 8E White's Survey, known as 608 Lakeshore Drive in the Township of MacGregor, Municipality of Shuniah.
4. The proposed zoning amendment applies only to the subject property and does not affect any other property.

## KEY MAP OF SUBJECT PROPERTY





## ***Shuniah- ADMINISTRATIVE REPORT*** **Administration (Planning)**

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**SUBJECT: Temporary Use By-law – Garden Suite - 608 Lakeshore Drive**  
**TO: Mayor and Council**  
**Cc:**

**MEETING Date: December 8, 2020**

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### ***Recommendations:***

THAT Council hereby receives the information related to a request for a Garden Suite on property located at 608 Lakeshore Drive to house the owner's parents;

AND THAT the Clerk is hereby directed to prepare a by-law to permit a Garden Suite on the above noted property; to draft an agreement for Council's review between Katharine Storkson and the Municipality with respect to the said Garden Suite and further to set a public meeting for input on the proposed Temporary Use By-law.

### ***Request:***

Syl Menic of Menic Planning Services is applying on behalf of Katharine Storkson who is requesting a rezoning to allow her to convert the existing garage into a garden suite to accommodate her parents.

### ***-Background -***

The property is located within the Community Residential Zone under By-law No. 2038-00 and is designated as Community Residential in the Official Plan.

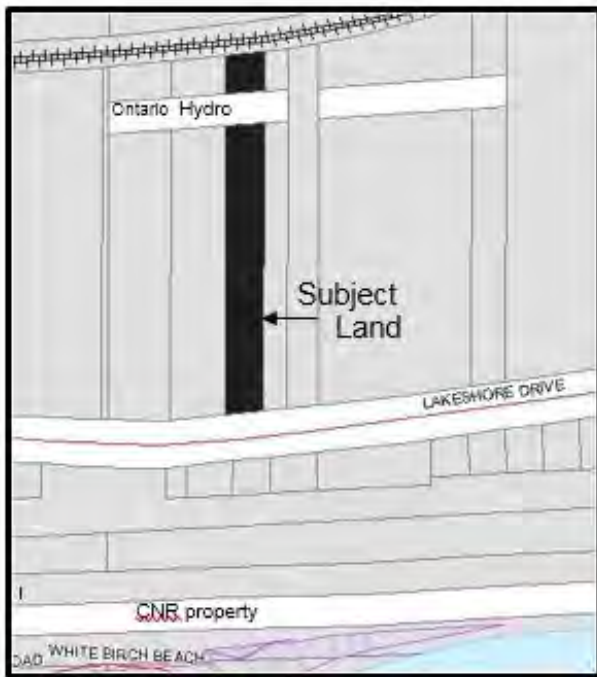
Section 39.1 of the Planning Act allows for a Temporary Use By-law to be passed to allow for a Garden Suite to be constructed as a temporary and secondary residence which is to be located on an existing occupied lot. The definition of a garden suite means a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable.

The Planning Act allows the Temporary Use by-law for a Garden Suite for a term not to exceed 20 years after which time the residence is to be removed, or in this case, converted back to an accessory building. Council may by by-law grant further periods of not more than three years each during which the temporary use is authorized.

The Municipality may also enter into an agreement as it relates to the installation, maintenance and removal of the structure, the period of occupancy by the person named in the agreement and the monetary or other form of security related to the garden suite. The

Municipality has previously retained a security deposit in the amount of \$2,500.00 which is to cover the cost of removal if the owner refuses to remove or convert the use the dwelling after the term expires.

### ***-Comments-***



At this time neither Shuniah's current Official Plan nor Zoning By-law set provisions for affordable housing, the new Official Plan will include affordable housing, however it will not be in effect until the Ministry approves it. In the meantime, and in speaking with the Ministry, both the Provincial Policy Statements and the Planning Act strongly supports affordable housing including converting existing accessory buildings.

The security deposit would cover the projected costs of removal/conversion of the unit if the terms and conditions were not upheld

Mr. Menic is aware of the owner's obligations and the temporary nature of a garden suite. There are some additional conditions recommended if Council wishes to proceed with circulation of a Temporary Use By-law to allow for a Garden Suite.

Additional conditions:

1. A letter from the Thunder Bay District Health Unit confirming the capabilities of a second unit with regard to septic servicing.
2. A letter from a certified well driller or master plumber confirming the establishment a water supply that is of acceptable bacteriological quality and with a minimum capacity of 18 litres per minute, on a continuous basis for a one hour pumping period, or other documentation from a licensed well driller or master plumber, satisfactory to the Chief Building Official.
3. A building permit must be applied for in order to convert the existing garage to a Garden Suite.

### ***-Method of Advertising-***

If Council decides to proceed with the by-law, since the amendment is site specific and would not affect any other lands, the property would be posted with a notice; and written notice circulated to Ministries and Agencies as required in the Planning Act, along with the surrounding property owners (the Act requires 60

metre circular distance and we normally do 120 metres or more).

As the proposed amendment is not a general amendment to the by-law, nor does it appear to have a great impact or conflict of land use, we don't believe there is a need to advertise in the paper.

If the Temporary Use By-law is passed a second by-law would be brought forward to enter into the agreement with Katharine Storkson providing terms and conditions as Council sees fit including setting out the conditions for the Garden Suite. This agreement is then registered on title.

**- Submitted by-** Paul Greenwood, CAO, Acting Clerk

**-Dated-** Tuesday, 01 December 2020

**-Attachments-**

- Reacted Zoning Amendment Application and sketch





# Municipality of Shuniah Application to Amend the Zoning By-law

*Under Section 34 of the Planning Act*

Date of Application \_\_\_\_\_

**1. APPLICANT INFORMATION:**

Registered Owner: Storkson, Katharine Dawn

Mailing Address: [REDACTED]

City Shuniah Prov ON Postal Code [REDACTED]

Telephone Number [REDACTED] Fax Number \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: [REDACTED]

and/or

Applicant/Agent: Syl Menic MCIP, RPP - Menic Planning Services

*Owner's Authorization is required if Applicant is not the owner – see Page 6*

Mailing Address: 2105 Normandy Court

City Thunder Bay Prov ON Postal Code P7K 1C1

Telephone Number (807) 708-1877 Fax Number \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: menicplanning@tbaytel.net

**2. If know, the names and addresses of the holders of any mortgages, charges or other encumbrances, in respect to the subject land**

\_\_\_\_\_  
\_\_\_\_\_

**3. LOCATION OF PROPERTY**

Property Roll Number – 58-28- 010-002-20300-0000

**Complete the applicable boxes**

Registered Plan No.	Lot(s) No.
House # and Road Name 608 Lakeshore Drive	
Mining Location 8E PT N of HW	Reference Plan No. Pts.
Concession	Section
Geographic Township:	MacGregor <input checked="" type="checkbox"/> McTavish <input type="checkbox"/>

**4. DESCRIPTION OF ACCESS TO SUBJECT LAND**

Provincial <input type="checkbox"/> Highway <input type="checkbox"/>	Other Public Road or Right of Way <input type="checkbox"/>
Municipal Road <input checked="" type="checkbox"/> i) maintained all year <input checked="" type="checkbox"/> ii) Maintained Seasonal <input type="checkbox"/>	
By Water <input type="checkbox"/> If by water only, the parking and docking facilities used or to be used and the approximate distance of these facilities form the subject land and the nearest public road	

**5. ENVIRONMENTAL MATTERS (check as applicable)**

Does the Owner own Adjoining Property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes please describe in detail: _____
Is there any reason to believe that the site may be environmentally contaminated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes please describe in detail: _____
Has an industrial or commercial use been on or adjacent to the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes please describe in detail: _____
Has lot grading been changed by adding or removing earth or other material: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the Ministry of the Environment or any other agency formally or informally advised the owners that the property is or may be contaminated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes please describe in detail: _____
(If you answered Yes to the any of the questions related to possible contamination of the site a previous use inventory, showing all former uses of the subject property, or if appropriate, the adjacent property, is required and must be submitted with this application)

**6. LOT DIMENSIONS (in metric units)**

Frontage: 36.72 metres	Depth: 355.9 metres	Area: 1.31 hectares
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**7. EXISTING USE OF THE SUBJECT LAND:**

Zoning RC - Community Residential Official Plan Designation Community Residential

**8. Describe how the proposed amendment conforms with the intent of the Official Plan.**

Meets the objectives and policies of Sections 3.1. and 3.2. and the Affordable Housing policies of Section 15.

**9. PROPOSED USE OF THE SUBJECT LAND:**

Zoning RC - Community Residential Official Plan Designation Community Residential

**10. Reason for the rezoning request**

To allow for the conversion of the existing garage into a garden suite to allow parents to be housed on same property.

**11. If the subject land is within an area where the municipality has pre-determined minimum and maximum density requirements or the minimum and maximum height requirements, a statement of these requirements.**

N/A

**12. If the application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement, details of the official plan or official plan amendment that deals with the matter.**

N/A

**13. If the application is to remove land from an area of employment, details of the official or official plan amendment that deals with the matter.**

N/A

**14. If the subject land is within an area where zoning with conditions may apply, an explanation of how the application conforms to the official plan policies relating to zoning with conditions.**





15. **If known, the date the subject land was acquired** August 2019

The date any existing buildings or structures of the subject land were constructed House 1974 Garage 2005

The length of time that the existing uses of the subject land have been continued 1974

16. **Describe what type of sewage disposal system will be provided to the subject land**

Private septic sewage system

If the proposed amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be procure per day as a result of the development being completed, a **sewering options report** and a **hydrogeological report is required**.

17. **Describe how water will be provided to the subject land**

Private well.

18. **How, in your view, will the proposal fit in the existing land uses in the area?**

Residential and semi-rural character of the area will be maintained. No new construction is proposed in terms of new buildings or structures.

19. **Describe in detail how the application conforms with the intent of the Official Plan:**

Section 3.1 - maintains residential character of existing neighbourhood and semi- rural character of the Township.

Section 15 - encourages affordable housing through residential intensification.

20. **Is the proposed amendment consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act?**

Consistent with Section 1.4.3b - Permitting and facilitating all forms of housing required to meet the social, health and well being requirements of current and future residents.

21. **If the subject land is within an area where zoning with conditions may apply, an explanation of how the application conforms to the official plan policies relating to zoning with conditions:**

N/A

22. **Is the subject land within an area of land designated under any provincial plan or plans?**

Yes  No

If yes, does the application conform to, or does not conflict with, the applicable provincial plan or plans?

Does not conflict with the policies of the Northern Growth Plan.

**23. DESCRIPTION OF EXISTING USE BUILDINGS OR STRUCTURES, USE**

*ie. Recreational, permanent dwelling, commercial shop*

Single detached dwelling, garage, sauna and pool.

or Vacant Land)

**Dimensions of the main building/dwelling (in metric units)**

Number of storeys Two Height \_\_\_\_\_ Gross Floor Area 218 square metres

Number of Parking Spaces \_\_\_\_\_ Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_

Number of Loading Spaces \_\_\_\_\_

**Description of accessory buildings and use**

Garage - 88 square metres plus small sauna building

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**24. DESCRIPTION OF PROPOSED USE BUILDINGS OR STRUCTURES, USE**

*ie. Recreational, permanent dwelling, commercial shop*

Convert existing garage into a garden suite.

**Dimensions of proposed main building/dwelling (in metric units)**

Number of storeys \_\_\_\_\_ Height \_\_\_\_\_ Gross Floor Area \_\_\_\_\_

Number of Parking Spaces \_\_\_\_\_ Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_

Number of Loading Spaces \_\_\_\_\_

**Description of proposed accessory buildings and use**

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**25. DESCRIBE THE GENERAL TOPOGRAPHY AND ANY SPECIAL CHARACTERISTICS THAT MAY AFFECT DEVELOPMENT (ravines, rocks, marshlands)**

None



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**26. DESCRIBE THE STORM DRAINAGE**

Ditches and swales.

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**27. CURRENT APPLICATIONS**

Is the subject land currently the subject of a proposed

Official Plan Amendment     Consent    or     Minor Variance

If yes, and if known, specify the file number and status of the application \_\_\_\_\_

**28. SKETCH REQUIRED (in metric units)**

- The boundaries and dimensions of the subject land
- the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area. *(show locations of buildings/structures on adjoining properties)*
- the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line, rear lot line and side lot lines.
- the approximate location of all natural and artificial features (for example, buildings railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
  - (i) are located on the subject land and on land that is adjacent to it,
  - and (ii) in the applicant's opinion, may affect the application. the
- current uses of land that is adjacent to the subject land;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowances, a public travelled road, a private road or right of way
- if access to the subject land will be by water only, the location of the parking and docking facilities to be used
- the location and nature of any easement affecting the subject land.

**The application fee is \$1000.00**

*(plus any external costs such as a planning reports, if required, to a inclusive maximum of \$1500.00)*



**Declaration**

I, Syl Menic MCIP, RPP of the City of Thunder Bay

in the District of Thunder Bay do solemnly declare that all the above statements contained in the application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

Declared before me at the City of Thunder Bay

in the District of Thunder Bay

this day of November 16; 2020

[Signature]  
Signature

Susan Moore  
Treasurer, Deputy Clerk  
Municipality of Shuniah  
"Commissioner for taking Affidavits"  
Susan Moore  
Commissionaire for Taking Affidavits

**Note:** The information in this application and all other information, studies, reports and comments received relative to the processing of this application is collected for the purpose of creating a record that is available to the general public.

**Authorization for the Owner for an agent to make application:**

I/We authorize See attached letter of authorization (name of agent) to act on my(our) behalf in submitting this application. This application has been submitted with my (our) full knowledge and endorsement.

\_\_\_\_\_

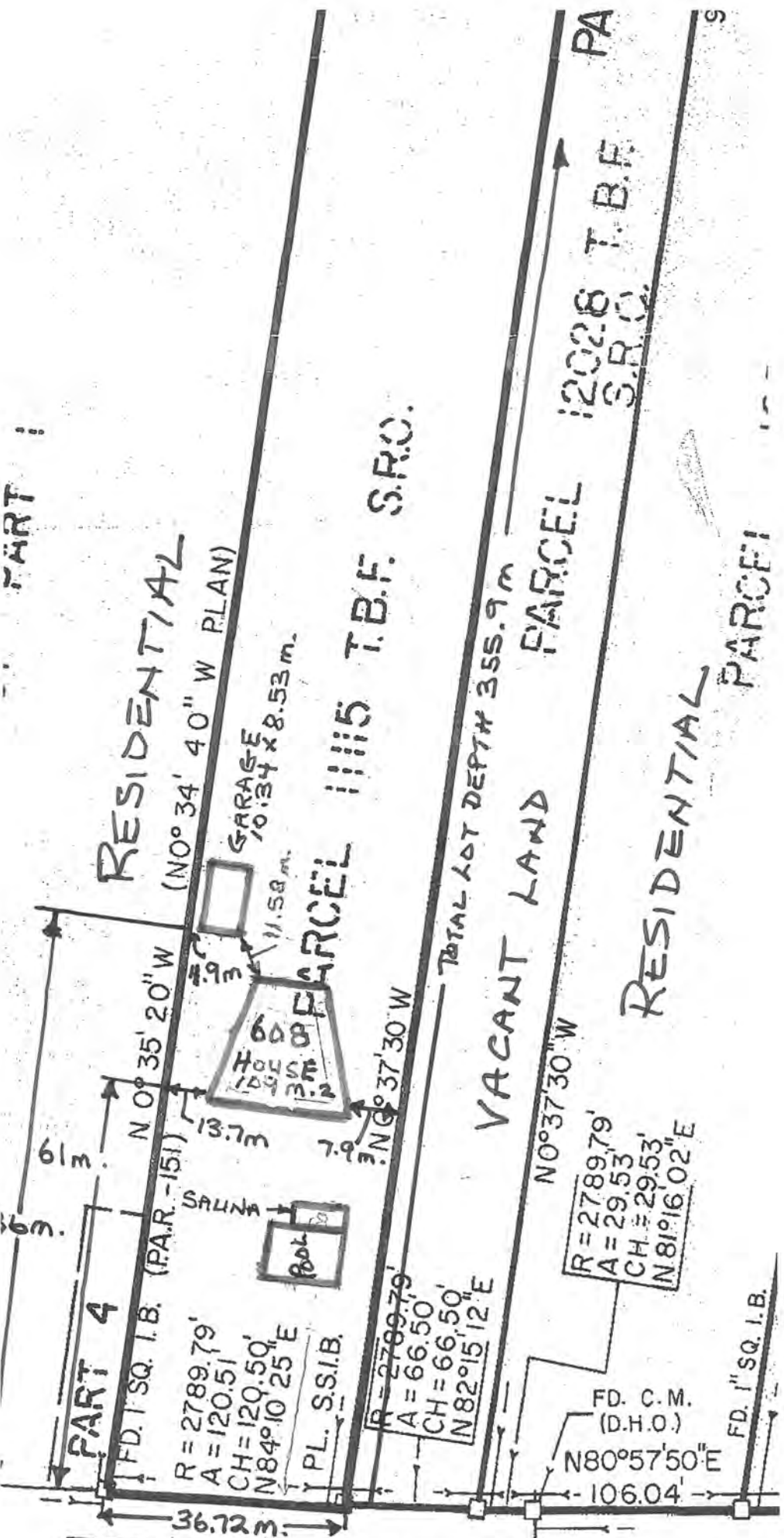
Owner(s)

Date

*For Office use only:*  
Receipt No. \_\_\_\_\_ Date Application Received \_\_\_\_\_



PART 1



LAKESHORE DRIVE

12028 T.B.F. S.R.O. PA

PARCEL

RESIDENTIAL

PARCEL



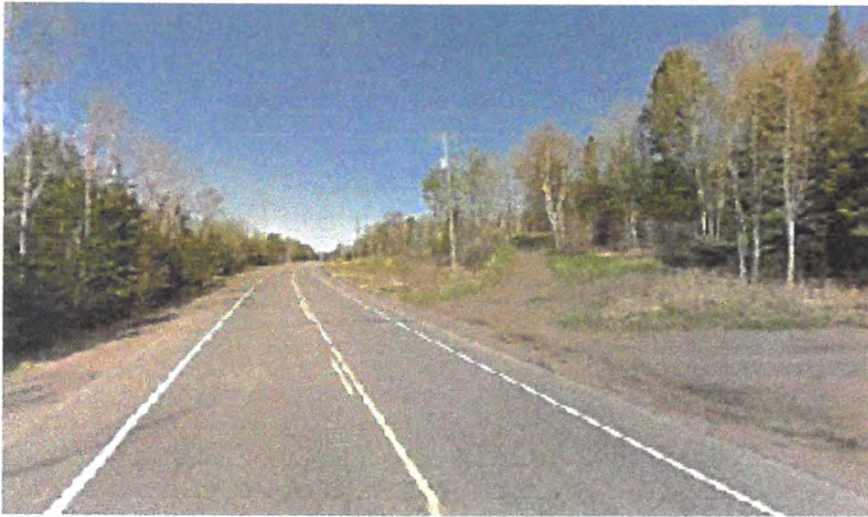
Google Maps

608 Lakeshore Dr

SUBJECT PROPERTY



Imagery ©2020 Maxar Technologies, Map data ©2020 20 m



# 608 Lakeshore Dr

Shuniah, ON P7A 0R4



Directions



Save



Nearby



Send to  
your  
phone



Share

## Letter of Authorization

I authorize Menic Planning Services Inc. to file and process an Application to the Municipality of Shuniah for a rezoning application to allow for a garden suite on the property located on north side of Lakeshore Drive municipally known as 608 Lakeshore Drive.

A handwritten signature in black ink, reading "Katharine Storkson", written over a horizontal line.

Katharine Storkson

Dated: September 28, 2020