

**MINUTES OF THE PLANNING COMMISSION MEETING HELD MAY 6, 2020 AT 7:00 P.M. IN THE COUNCIL CHAMBERS, CIVIC ADMINISTRATION BUILDING, BRANDON, MANITOBA**

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**1.0 ROLL CALL**

Commissioners: Jack Lindsay  
Garnet Boyd  
Colleen Anderson  
Lashawnda Hobson

Administration: Ryan Nickel  
Amber Chapil

Regrets: Kate Hill

**2.0 ADOPTION OF AGENDA**

2020-029

**ANDERSON - HOBSON**

That the Agenda for the regular meeting of the Planning Commission to be held May 6, 2020 be adopted as presented.

CARRIED /0

**3.0 CONFIRMATION OF MINUTES**

2020-030

**ANDERSON – BOYD**

That the minutes of the regular meeting of the Planning Commission held on April 15, 2020 be adopted as read.

CARRIED /0

**4.0**

**a. By-law 7267**

1901 and 1955 – 34<sup>th</sup> Street  
Owner: Bellafield Holdings Ltd.  
Applicant: VBJ Developments Ltd.

Chief Planner, Ryan Nickel, introduced the application as presented in the City of Brandon Planning report, and reviewed changes made in the subdivision application.

The applicant, Steve McMillan from VBJ Developments Ltd., spoke on behalf of the owner, to items of concern with the subdivision application. He stated the below concerns:

- Item i. having another public hearing which would delay the development for information regarding oversizing.

- Item ii.f. & ii. g. request for language to have trees put in by the developer to the satisfaction of the City, instead of the City putting in the trees.
- Item ii.k. to have the development charges split with 50% of the costs with the signing of the agreement and the remainder on the second year anniversary of signing the agreement.

2020-031

BOYD - ANDERSON

That the Public Hearing for By-law 7265 to update the Zoning By-law 7124 and application for Subdivision be concluded.

CARRIED 4/0

2020-032

BOYD - ANDERSON

That the Planning Commission recommend City Council approve By-law No. 7267 (Z-02-20) to rezone a portion of 1901 and 1955 – 34<sup>th</sup> Street (Pt. SW¼ 10-10-19 WPM and Pt. Parcels 2 and 4, Plan 1731 BLTO) from Agricultural General (AG80) under the RM of Cornwallis Zoning By-law No. 1558/09/99 to Residential Single Detached (RSD) and Parks and Recreation (PR).

CARRIED 4/0

Prior to the above motion being voted on commissioners provided the following supportive comments:

- This is another stage of the development

**b. Subdivision**

1901 and 1955 – 34<sup>th</sup> Street

2020-033

BOYD - ANDERSON

That the Planning Commission recommend City Council approve the application (4500-20-701) to subdivide 1901 and 1955 – 34<sup>th</sup> Street (Pt. SW¼ 10-10-19 WPM and Pt. Parcels 2 and 4, Plan 1731 BLTO) to create seventy five (75) lots and public roads in the Residential Single Detached (RSD) and Parks and Recreation (PR) zones, subject to the owner or successor:

- Prior to conditional approval of the subdivision by City Council, submitting all required information to oversize land drainage infrastructure and retention areas as outlined in the Southwest Brandon Secondary Plan and The Oversized Infrastructure & Developer Reimbursement Parameter and Standards Operating Procedure. The oversizing information will be used to calculate oversizing reimbursements as outlined in development agreement Condition “a”.

- ii. Entering into a development agreement with the City of Brandon, to be registered in series with the subdivision, with the following conditions:
  - a. Developer is required to oversize land drainage infrastructure and retention areas as outlined in the Southwest Brandon Secondary Plan. In accordance with the Secondary Plan, Oversized Infrastructure & Developer Reimbursement Parameter, and Standard Operating Procedure, the applicant is entitled to the following estimated reimbursements: Engineering Design \$XXXX, Supply and Installation of Materials \$XXXX, and Loss of Developable Land \$XXXX. The estimated reimbursement values will be finalized (total recovery costs) upon the City accepting the actual unit prices, design and construction costs and record drawings for oversizing benefit. The developer will be entitled to receive payment by the City in accordance with the Parameter and Standard Operating Procedure, and no earlier than the issuance of a Construction Completion Certificate.
  - b. The Developer agrees as part of the Phase 1 interim storm water detention basin, considerations are to be made to accommodate at minimum 3 hectares of land to the north of Maryland Avenue within the interim basin. Design of the detention basin is to be reviewed and accepted by the City Engineer prior to the permitting of work.
  - c. The Developer agrees that any piped land drainage sewer that falls within private property is to be covered by a 5-metre easement and is to be registered in series with the Plan of Subdivision.
  - d. The Developer agrees that all easements are to be registered on all rear yard swales in series with the Plan of Subdivision; width of easement is to be to the acceptance of the City Engineer. Proof of registration is to be provided to engineering prior to the issuance of a Construction Completion Certificate.
  - e. A gravel turnaround with a minimum radius of 13 metres is required at the dead end of the street stub to the southeast of the Hanlon Crescent and Chipperfield Drive intersection, servicing Lots 1 & 2 Block 4, and Lots 1 & 2 Block 5 of the proposed subdivision map, for waste collection purposes. Design of turnaround is to be reviewed and accepted by the City Engineer prior to permitting of work.
  - f. The Developer will be required to pay a cash-in-lieu contribution towards 105 boulevard trees. The amount of the contribution of trees will be calculated at the time of execution of the development agreement and based upon the City's tree contract pricing for the current year. Payment in full will be required at the time of execution of the development agreement.
  - g. The Developer will be required to provide a landscaping plan showing the location of 105 boulevard trees. The species will be determined by the City of Brandon at the time of planting.

- h. The Developer is required to provide to the City, a construction access plan. The Construction Access Plan is to be reviewed and accepted by the City Engineer prior to the issuance of building and/or development permits.
- i. The Developer agrees to design and develop the 15 metre Public Reserve along the east boundary of the subdivision including but not limited to grading, sodding, tree planting and 3 metre wide asphalt trail with boundary connection to the existing multi-use trail within Maryland Avenue. The design is to be reviewed and accepted by the Director of Parks and Recreation Services.
- j. The Developer agrees to provide written confirmation that necessary arrangements have been made for postal service and that the pick-up / drop off location of the community mail box has been determined between the Developer and Canada Post, to the approval of Canada Post.
- k. The Developer acknowledges the site will be subject to development charges. Network Infrastructure charges of \$286,392.93 (2020 rate) are due upon the execution of the development agreement in accordance with Schedule B-3 of the Development Charges By-law. Additional development charges will be charged against any future buildings and will be applied at the time of issuance of a building permit.
- l. The Developer agrees, prior to the issuance of the subdivision certificate of approval to contribute to the Brandon School Division in lieu of land dedication in the amount of \$21,262.50.
- m. The Developer agrees to provide the City with a Detailed Cost Estimate for all work proposed to be completed within the City's right-of-way. The Detailed Cost Estimate is to be prepared by the Developer's Consulting Engineer and is submit to review and acceptance by the City Engineer.
- n. The Developer will be responsible to submit an Irrevocable Letter of Credit totalling 15% of the Detailed Cost Estimate. Submission of the Letter of Credit is required prior to the execution of a development agreement.

And that Administration be authorized to prepare a Development Agreement containing all conditions and requirements to protect the City's interests in accordance with any procedures, policies, by-laws and Acts.

- iii. Submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for Plan of Easement to the satisfaction of Manitoba Hydro and Central Gas; BellMTS; Westman Communications Group and registering the easement agreement along with the easement plan, if required, in series with the plan of subdivision.

CARRIED 4/0

Prior to the above motion being voted on commissioners provided the following supportive comments:

- Good discussion, in agreement to the changes made
- Will be up to the City to consider making any changes within the subdivision application regarding trees (f and g), and phased in payment for development charges (k)

2020-034 HOBSON - ANDERSON

That the Planning Commission recommend City Council approve the following street names as per the subdivision application map:

- a. Hanlon Crescent
- b. Allison Way
- c. Ferraro Drive

CARRIED 4/0

Prior to the above motion being voted on commissioners provided the following supportive comments:

- These names are consistent with the development

**5.0 GENERAL BUSINESS**

- a. **Tracking Table**
- b. **Administrative Business**
- c. **Absences From Upcoming Meetings**

**6.0 ADJOURNMENT**

2020-035 ANDERSON - HOBSON

That the meeting do now adjourn (8:02 p.m.)

CARRIED 4/0

*“Original Signed by Amber Chapil”*

**Amber Chapil**  
**Planning Commission Clerk**

*“Original Signed by Jack Lindsay”*

**Jack Lindsay**  
**Chairperson**