

MARKED

MINUTES OF THE PLANNING COMMISSION MEETING HELD AUGUST 6, 2025 AT 7:00 P.M. IN THE COUNCIL CHAMBERS, CIVIC ADMINISTRATION BUILDING, BRANDON, MANITOBA

1.0 ROLL CALL

Commissioners: Ryan Johnston
Dane Kingdon
Keith Edmunds
Colleen Anderson
Garnet Boyd

Administration: Andrew Mok
Amber Chapil

2.0 ADOPTION OF AGENDA

2025-081 EDMUNDS - ANDERSON
That the Agenda for the regular meeting of the Planning Commission to be held August 6, 2025 be adopted as presented.

CARRIED 5/0

3.0 CONFIRMATION OF MINUTES

2025-082 KINGDON – EDMUNDS
That the minutes of the regular meeting of the Planning Commission held on July 16, 2025 be adopted as read.

CARRIED 5/0

4.0

a. Variance

533 Ross Avenue
Owner: Ronald Martin
Applicant: Premier Builder Group (Kelsey Swidnicki)

Senior Planner, Andrew Mok, introduced the application as presented in the City of Brandon Planning report. He noted no correspondence either in favor or in opposition to this application was received.

The applicant, Kelsey Swidnicki spoke to the application to convert the existing detached garage to a secondary suite, the increase in square footage of a secondary suite, as well as having a secondary suite in front of the principal building.

2025-083 ANDERSON - EDMUNDS
That the Public Hearing for Variance at 533 Ross Avenue (ELY 60 Feet of Lot 3, Block 8, Plan 1701 BLTO) be concluded.

CARRIED 5/0

2025-084 ANDERSON - KINGDON
That Variance Application V-15-25 to vary Clauses 35(f)(1) and (2) of the Zoning By-law to increase the maximum allowable floor area from 70.0m² to 80.0m², and to allow a detached suite to be located in front of a single detached dwelling in the RLD Residential Low Density Zone be approved at 533 Ross Avenue (ELY 60 Feet Of Lot 3, Block 8, Plan 1701 BLTO) in accordance with the attached letter of intent “Attachment A-1” and site plan “Attachment B-3”, subject to the owner or successor submitting a written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for addressing of the secondary suite to the satisfaction of the City of Brandon Real Estate Administration.

CARRIED 5/0

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

- Commissioner Anderson will be voting in favor of this as it is a very minimal variance.
- Commissioner Kingdon increased living options, minimal variance and will be voting in favor of the application.

Commissioner Johnston declared a conflict of interest due to his employment and left the Council Chamber without further discussion. Commissioner Kingdon took over as Chair of the meeting.

b. Neighbourhood Plan Amendment, By-law No. 7431 Rezone & Subdivision

1660 & 1900 – 34th Street

Owner: Waverly Developments

Applicant: Waverly Developments (John Burgess)

Senior Planner, Andrew Mok, introduced the application as presented in the City of Brandon Planning report.

The applicant, John Burgess spoke to the amendment to the neighborhood plan, rezoning the property and subdivision. He spoke to concerns with medians as listed in item “iii” of the neighborhood plan, and will be working with Engineering and Planning administration to remove or change this item, as he is strongly opposed to putting in medians. He also spoke to concerns with delays regarding the Heritage Resources Impact Assessment to the subdivision application as referenced in item “viii”. He also spoke to the wetland and drainage to the site.

2025-085

EDMUNDS - BOYD

That the Combined Public Hearing for Neighbourhood Plan Amendment, Rezoning By-law No. 7431 and Subdivision at 1900 – 34th Street and 1600 – 34th Street be concluded.

CARRIED 4/0

Neighbourhood Plan Amendment

2025-086

EDMUNDS - BOYD

That the Planning Commission recommend City Council approve the amended Brookwood South Neighbourhood Plan concept as shown in “Attachment D-6” of this report, subject to the following amendments to the concept or the Neighbourhood Plan itself:

- i. Making the connection between the central roundabout and Lakeview Drive part of Phase 1 to satisfy Regulation P19 access requirements for the Phase 1 lots to the south of the school site;
- ii. Making the southern access to Patricia Avenue within Phase 2 of development;
- iii. Ensuring collector streets, as indicated in the Southwest Brandon Secondary Plan Traffic Impact Study, with low-density residential lot frontages on both sides have rights-of-way wide enough to accommodate a centre median where front driveway accesses are proposed;
- iv. Considering development potential at the southwest and southeast quadrants of the central roundabout, as driveways must be located as far from the roundabout as possible pursuant to the latest street design standards;
- v. Revising the leisure greenspace northwest of the school site to increase its size and provide direct connectivity to the school site consistent with the Southwest Brandon Secondary Plan;
- vi. Providing details on interim stormwater storage should the primary stormwater pond be located in Phase 3;
- vii. If applicable, adjusting phasing to address servicing requirements, primarily watermain looping;

- viii. Identifying all multi-use trails within the Neighbourhood Plan area consistent with the Southwest Brandon Secondary Plan; and
- ix. Reconfiguring the area around southeast dead-end street to avoid low-density residential through sites due to Manitoba's Subdivision Regulation prohibiting residential through sites.

CARRIED 4/0

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

- Commissioner Edmunds would be voting in favor of the application as there is still time for conversations with administration over concerns raised regarding medians.
- Commissioner Boyd stated item "iii" regarding medians can be worked through with administration and will be voting in favor of the application.

By-law No. 7431 Rezone

2025-087

EDMUNDS - BOYD

That the Planning Commission recommend City Council amend By-law No. 7431 (Z-08-25) to rezone 1660 and part of 1900 – 34th Street (Lot 46, Plan 60653 BLTO; Part SE¼ 9-10-19 WPM) from DR Development Reserve and, under the R.M. of Cornwallis Zoning By-law No. 1558/09/99, Agricultural General 80 (AG80) to RLD Residential Low Density by deleting Section 1 in its entirety and substituting therefor:

" 1. The land described as the following: Lot 46, Plan 60653 BLTO, commonly known as 1660 – 34th Street, and Part SE¼ 9-10-19 WPM, commonly known as 1900 – 34th Street, and identified on the map attached hereto as Schedule "A" is hereby reclassified:

FROM: DR Development Reserve and, under the R.M. of Cornwallis Zoning By-law No. 1558/09/99, AG80 Agricultural General

TO: RLD Residential Low Density"

CARRIED 4/0

2025-088

EDMUNDS - BOYD

That the Planning Commission recommend City Council approve By-law No. 7431 as amended.

CARRIED 4/0

Subdivision

2025-089

EDMUNDS - ANDERSON

That the Planning Commission recommend Brandon City Council approve the application to subdivide (4500-25-749) 1660 and part of 1900 – 34th Street (Lot 46, Plan 60653 BLTO; Part SE¼ 9-10-19 WPM) to create forty-nine (49) lots and a public road in the RLD Residential Low Density Zone in accordance with the subdivision application map "Attachments D-3" through "D-5", subject to:

- i. The applicant submitting to Teranet Manitoba (Brandon Land Titles Office) a Plan of Survey before a Plan of Subdivision to address the differing surface rights;
- ii. The applicant provide an updated Brookwood South Neighbourhood Plan, including all amendments under "Neighbourhood Plan Amendment" of this report, supporting servicing and traffic engineering studies;
- iii. The owner or successor entering into a development agreement with the City of Brandon, to be registered in series with the subdivision, with conditions as set out in "Attachment E" of this report;
- iv. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that the Brandon School Division has received \$9,922.50 as a cash-in lieu contribution for school purposes;
- v. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been

made for a joint use easement agreement and Plan of Easement to the satisfaction of Manitoba Hydro, BellMTS, and Westman Communications Group, and registering the easement agreement along with the easement plan, if required, in series with the plan of subdivision;

- vi. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for postal service to the satisfaction of Canada Post;
- vii. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for addressing of the proposed lots, including proposed street names for new public roads, to the satisfaction of City of Brandon Real Estate Administration; and
- viii. The owner or successor completing a Heritage Resources Impact Assessment through a qualified archaeological consultant to the satisfaction of Manitoba Historic Resources Branch.

CARRIED 4/0

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

- Commissioner Edmunds will be voting in favor of the application and hoped item “viii” doesn’t cause any undue delays.

5.0 GENERAL BUSINESS

- a. **Tracking Table**
- b. **Administrative Business**
- c. **Absences From Upcoming Meetings**
Commissioner Kingdon – September 17, 2025

6.0 ADJOURNMENT

2025-090 BOYD - EDMUNDS
That the meeting do now adjourn (7:49 p.m.)

CARRIED 4/0

Amber Chapil
Planning Commission Clerk

Ryan Johnston
Chairperson