



Staff Report

Infrastructure and Public Works

Report To: Committee of the Whole
Meeting Date: October 1, 2018
Report Number: CSPW.18.075
Subject: Entrance Permit PRENT 2018-463
Prepared by: Michael G. Campbell, C.E.T., Construction Coordinator

A. Recommendations

THAT Council receive Staff Report CSPW.18.075, entitled "Entrance Permit 2018-463";

AND THAT Council endorse the permanent entrance permit requirements for Entrance Permit PRENT 2018-463.

B. Overview

The Town issued a temporary entrance permit (PRENT 2016-740) for an undeveloped lot on Slabtown Road on November 30, 2016. The Town now has an application for a permanent entrance (PRENT 2018-463) for this lot that has been assigned the municipal address 159 Slabtown Road. The lot was created by severance in 1989. When the severance was granted land for a road widening was conveyed to the Town. To widen the road in the future significant regrading of the front portion of the lot will be required. The work proposed on the site plan that accompanied the building permit does not prepare the lot for the future road widening.

C. Background

Entrance Permit PRENT 2016-740 (Temporary Entrance Permit)

The Town discussed entrance permit options with Tom Reeve-Newson in the summer of 2016. Mr. Reeve-Newson reported that he did not have any firm plans for the lot at that time and wanted access to clear trees and consider options for its development. The Town received an entrance permit application in early September 2016. Mr. Reeve-Newson considered his permit options between either a temporary or permanent entrance until finally requesting a temporary entrance. A permit was issued for the temporary entrance on November 30, 2016.

The temporary entrance option is viable if a person needs to gain access to property from a location or in a manner that would not be allowed or approved by a permanent entrance permit. The requirements for these types of entrances are not as stringent as the works are temporary and all the works will have to be removed within 2 years maximum term of such a permit and the existing conditions restored.

The permanent entrance option is more stringent as it is infrastructure that the Town will have to deal with forever. A site plan is required and in a complicated case like this the plan would likely need to be put together by a professional with a topographic survey done ahead of the design. There is good value in this step of the process to identify problems with the site, however there is a cost for this task.

After the Town received the first entrance permit application and before Mr. Reeve-Newson decided on either a temporary or permanent entrance the Town e-mailed the following:

"The Town has an Entrance Permit Application for your lot. This property seems to have been created by severance. This process created the lot but no work was performed to develop the lot. In order to develop this lot a significant amount of work will be required to make the lot accessible to the existing road... the Town will need a Site Plan of the proposed Work... The site plan is likely best prepared by an engineer who will survey the area and use this information to design the ditch and road work required to create the entrance and prepare the lot for development."

Mr. Reeve-Newson decided on the temporary entrance permit option, a proper site plan was not provided. The Conditions of the permit were as follows:

"Must either remove the temporary entrance or permanent Entrance permit in place to refund temporary permit

TEMPORARY PERMIT - NOV 30 2016 TO NOV 30 2017

Temporary entrance only. No building as of yet

Zoned VR 2 m set back

This lot was created in August 1989 by severance. The creation of the lot included a 17' road dedication. Development of the lot will require shaping of the ditch and boulevard to Town Rural Standards. "

Mr. Reeve-Newson e-mailed the Town on September 20, 2017 reporting he had finished his driveway and was seeking the return of his deposit.

The Town's response to this e-mail was as follows:

"...We discussed the Town's various permit options, a permanent entrance would require a site plan to be accepted by the Town, a temporary permit was simpler as the entrance would have to be removed at the end to the permit's period of validity.

...Development of the lot would require lowering the grade of the front of the lot and creating the ditch in the new expanded Right of Way.

...a temporary entrance permit was issued with a period of validity between November 30, 2016 and November 30, 2017. If you wish to extend your access to the lot you will need to apply for a new temporary entrance permit. If you wish to have your deposit returned have the entrance removed and the Town land restored. If you wish to create a permanent entrance please make application for same which will include a site plan of the proposed works."

Entrance Permit PRENT 2018-463

The Town has received an entrance permit application for a permanent entrance. The site plan for the lot was provided through the Building Department. The site plan was reviewed by Infrastructure. The site plan did not indicate the regrading that would be required to allow a future road widening nor did it show the ditch/culvert in the location consistent with a rural road cross-section. Infrastructure provided a redlined site plan to indicate the probable grading that would be required. This drawing was provided as a suggestion to Mr. Reeve-Newson for his consultant's consideration.

D. Analysis

The subject lot was created by severance under application for consent B965/89. Clause 6 of the Development Agreement states "That prior to any entrance to the property being constructed, the landowner shall submit such entrance proposal to the Road Superintendent and shall forthwith install at his own expense such culvert or culverts in such location as the Road Superintendent deems necessary".

The primary challenge with the site is high elevation of the property line relative to the road centerline. The Town rural road section requires the edge of the right of way be approximately the same elevation as the centerline to construct a ditch with suitable front and back slopes. If the lot were developed without cutting the edge of right of way or front of the lot down to match the existing centerline a future road widening would require retaining walls to support the grade of the lot. The costs to develop the lot in preparation of the future road widening should be borne by the developer rather than taxation when the road widening is undertaken.

The lot next to the subject land is the parent land of the severance and is being developed. A permanent entrance permit has been issued. The culvert and ditch will be realigned under this entrance permit consistent with a rural road cross section.

Staff's goal is to set up future works for success.

To issue Entrance Permit PRENT 2018-463 Staff suggest a site plan be provided that is acceptable to the Town indicating works that are consistent with a future road widening.

E. The Blue Mountains Strategic Plan

Goal #5: Ensure Our Infrastructure is Sustainable

Objective #2 Avoid Unexpected Infrastructure Failure and Associated Costs and Liability

Objective #3 Implement Best Practices in Sustainable Infrastructure Environmental Impacts

F. Environmental Impacts

None.

G. Financial Impact

None.

H. In Consultation With

Jim McCannell, Manager of Roads and Drainage

I. Public Engagement

The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. Comments regarding this report should be submitted to Construction Coordinator, Michael Campbell, cc@thebluemountains.ca.

J. Attached

None.

Respectfully submitted,

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Jim McCannell as per

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For more information, please contact:

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