

**MINUTES OF THE FEBRUARY 3, 2021 MEETING OF THE CORMAN PARK – SASKATOON
DISTRICT PLANNING COMMISSION**

MEMBERS PRESENT: B. Richet (Chair); B. Sylvester (Vice Chair); D. Kirton; J. Waddington; W. Trask; J. Harwood; C. Dalen-Brown; B. Froese-Kooijenga; B. Dubois

EX-OFFICIO MEMBERS PRESENT: R. Row; V. Wellsch; S. King; M. Reiter; K. McLean; B. Beckie; J. Dela Cruz; A. Toth

2. Land Acknowledgement

3. Approval of the Agenda

Motion: B. Dubois / W. Trask

CARRIED

4. Approval of the Minutes of January 13, 2021:

Motion: B. Sylvester / C. Dalen-Brown

CARRIED

5. Business Arising from the Minutes

Update on Item a) Saskatoon North Partnership for Growth (P4G) New Update

R.M. Administration has provided comments on the draft bylaw to the P4G Director for review. The comments provided were not substantive in nature; further municipal and legal review is expected to commence in the near future.

Update on Item b) North Concept Plan (NCP) New Update

The final NCP was delayed due to transportation modelling issues and finalizing the final report based on this information. A final draft report was received on January 15, 2021 for municipal review until February 5, 2021. Finalization of the project will occur in 2021 with implementation to occur with the new P4G planning district; additional updates will be provided once available.

The Commission discussed the timelines for the project, and noted that finalization is one year behind, from the originally anticipated completion date. It was noted that R.M. Council and Administration would be reviewing deadlines and updates frequently for future studies, to anticipate and hopefully avoid future delays.

Update on Item c) South East Concept Plan (SECP) New Update

The South East Concept Plan (SECP) will provide critical land use and servicing details to facilitate development in a key area of the current Corman Park-Saskatoon Planning District and

the future Saskatoon North Partnership for Growth (P4G) Planning District. The study area is generally in the Highway No. 11 south/Grasswood/Floral Road area and includes future rural and urban growth areas. The timeline for the SECP is January 2021 to January 2022 as the municipalities received \$75,000 in funding from the province's Targeted Sector Support Initiative and the consultant's work must be completed by January 15, 2022.

Corman Park and Saskatoon released a Request for Proposals (RFP) to obtain proposals on November 16, 2020. The deadline for receipt of proposals was December 22, 2020.

Three proposals were received, from Catterall & Wright, Scatliff Miller Murray and Urban Systems. Corman Park and Saskatoon administrations formed an evaluation team to evaluate proposals and identify the preferred proponent. Urban Systems was identified as the highest scoring proponent, based on relevant experience and knowledge of the area, engagement strategies which align with the SECP objectives, strong working relationships with First Nations including those First Nations in the study area, experience of the proposed project team and proposed method of performance, risk and quality management and communication with the Municipal Project Manager and Steering Committee. The contract was officially awarded to Urban Systems on January 18, 2021, and a project kick-off meeting has been held.

Engagement with the public, rights-holders and stakeholders is expected to be multi-faceted due to COVID-19 including online surveys, socially distanced open houses, onsite information (sounding boards), and stakeholder interviews. The project website is <http://www.rmccormanpark.ca/306/South-East-Concept-Plan> and will be updated throughout the SECP project.

The project will take on an approach consisting of five phases:

- Task 1: Taking Stock (January to March, 2021) - includes reviewing the study area in the past, present and future, occurring from January to March, 2021.
- Task 2: Visioning, (April to May, 2021) - will review the goals and objectives for Corman Park, Saskatoon, and stakeholders and their financial impacts.
- Task 3: Possibilities (May to July 2021) - will focus on providing options on how the study area can be serviced in the interim to accommodate short term development and how it can accommodate urban growth.
- Task 4: Charting the Course (July to November 2021) - includes choosing and refining the preferred land use option as well as the phasing of development and its transition from rural to urban.
- Task 5: Implementing the Plan (November 2021 to January 2022) - will identify next steps, partnerships required and any policy amendment recommendations for the P4G OCP, ensuring the plan aligns with the vision of the study area.

Commission members noted that with the Saskatoon Freeway, increased commercial capacity at Grasswood Road and Highway 11, combined with existing and future residential traffic, transportation reviews are going to be key during SECP and going forward. Commission members also noted that there may be opportunities for traffic lights at the intersection of Grasswood Road and Highway 11 in the future, based on a number of factors.

R.M. Administration provided that Geoff Meinert with the Ministry of Highways is on the Steering Committee for SECP, and communication regarding the Saskatoon Freeway, SECP and future transportation opportunities and concerns will occur. Additionally, as timelines are laid out, R.M. Administration will be diligent in keeping the project on time, and has noted that information from the City of Saskatoon is expected to be received in April, 2021.

Motion: J. Harwood / B. Froese-Kooijenga

“That the updates on the Business Arising from the Minutes be received as information.”

CARRIED

6. Rezoning Application(s)

None

7. Rezoning & Subdivision Application(s)

a) SUBDIVISION: 2020/38 BYLAW: 13/21

Owner/Applicant:	Robert Richardt
Legal Land Description:	SE 35-35-5-W3
Council Division:	2
File Manager:	Vanessa Wellsch

The Commission discussed the fragmented parcel policies, concerns related to drainage and topographical highs on the property, the lack of a hydrogeological study for the parcel, the test pit requirement included in the conditions of approval and location of the proposed parcel. The Commission also questioned whether a house is the most appropriate use for this parcel of land given the future designation of nearby urban commercial/industrial under the P4G OCP.

R.M. Administration noted that some of the fragmented parcel policies of the District OCP did not apply in this case, as only one new parcel was being proposed. R.M. Administration also noted that a house is a permitted use in the D-Country Residential 1 District and that over time the applicant should consider the future land uses of the area.

The Commission supported the recommendation as presented.

Motion: W. Trask / B. Sylvester

“That the application of Robert Richardt to rezone portions of SE 35-35-5-W3 from D-Agricultural 1 District to D-Country Residential 1 District and to subdivide one 4.05 ha (10 acre) parcel labelled Parcel ‘A’ as shown on the revised Plan of Proposed Subdivision submitted by Geoverra dated December 22, 2020 be APPROVED subject to:

- i. Obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including but not limited to the Ministry of Environment, the Saskatchewan Health Authority, and the Water Security Agency;*

- ii. *Any work related to the subdivision must comply with the Migratory Birds Convention Act;*
- iii. *The property owners shall construct any and all future permanent structures on topographic heights of land at or above 513.00 m in the NW corner and away from obvious low spots and drainage runs;*
- iv. *Prior to development on the parcel and where a basement or crawl space is proposed a test pit shall be dug to determine the groundwater influence in the area;*
- v. *The proponent is not to block, divert, drain, fill, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
- vi. *Any road or driveway crossing the wetlands in the area may require an Aquatic Habitat Protection Permit for which the proponent shall consult with the Water Security Agency prior to construction;*
- vii. *The applicant being solely responsible for all of the costs of the subdivision and rezoning;*
- viii. *The applicant entering into a servicing agreement to provide for property servicing and the remission of the required subdivision servicing fee for proposed Parcel 'A';*
- ix. *Access to Proposed Parcel 'A' must be constructed subject to consultation with, and approval from, the R.M. Director of Public Works;*
- x. *The construction of any buildings on site shall require a development permit and building permit from the R.M. of Corman Park; and*
- xi. *Bylaw 01/21 receiving Ministerial approval from the Ministry of Government Relations.”*

CARRIED

8. Subdivision Application(s):

a) SUBDIVISION: 2020/36

Owner/Applicant:	Venn Developments for Ken & Wendy Bernhard
Legal Land Description:	Parcel 'B', SE 4-36-5-W3
Council Division:	2
File Manager:	Adam Toth

The Commission discussed the Comprehensive Development Review (CDR), and whether there are any concerns that it was completed seven years ago and the sustainability recommendations provided from the City of Saskatoon. R.M. Administration provided the CDR to the Water Security Agency and the Saskatchewan Health Authority; both agencies noted that the original comments remained valid. With respect to the recommendations from the City, R.M. Administration included that this area is within the South R.M. Concept Plan and may be reviewed through the course of the study.

The Commission supported the recommendation as presented.

Motion: B. Dubois / B. Froese-Kooijenga

“That the application of Venn Developments for Ken and Wendy Bernhard to subdivide Parcel B, SE 4-36-5-W3 into 6 country residential lots as shown on the Plan of Proposed Subdivision submitted by Meridian Surveys Ltd. dated September 10, 2020 be APPROVED subject to:

- i. *The developer submitting a final engineered drainage plan acceptable to the*

- municipality;*
- ii. The developer entering into a Servicing Agreement with the Municipality to prescribe:
 - a) the remission of the subdivision servicing fee for each new residential parcel created;*
 - b) property servicing including the identification of paved road and approach standards for Clarence Lane, storm water management, and implementation of hydro-geotechnical recommendations; and*
 - c) the developer being responsible for all cut/fill, site grading and provision of all drainage swales, management areas and ponds;**
 - iii. Execution of a storm water and drainage easement agreement to formalize and identify the maintenance requirements and development restrictions for the storm water management system;*
 - iv. The developer and any subsequent landowners shall not to block, divert, or otherwise alter natural drainage patterns without prior approval from the Water Security Agency;*
 - v. Obtaining the necessary approvals and complying with the requirements and recommendations of all government departments and agencies including but not limited to the Water Security Agency, the Ministry of Environment and the Saskatchewan Health Authority;*
 - vi. The construction of any buildings on site shall require the approval of a development permit and building permit from the Municipality. All new construction shall comply with the Safe Building Elevation and Geotechnical requirements outlined as part of the Clifton Associates Bernhard Subdivision Investigation dated August 7, 2014;*
 - vii. The developer shall hire a geotechnical professional engineer licensed to practice in the Province of Saskatchewan to enforce the recommendations and requirements as contained in the Clifton Associates Bernhard Subdivision Investigation dated August 7, 2014 and advise subsequent landowners on requirements for recommended building elevations, lot grading, drainage and any additional Geotechnical Study and/or engineered building foundations that would be required based on the plans received as part of development and building permit process;*
 - viii. Where additional fill is required to meet the safe/recommended building elevations, additional site-specific geotechnical reports will be required as necessary;*
 - ix. Provision or relocation of utility services is at the developer's expense and responsibility to the satisfaction of the affected utility departments;*
 - x. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority; and*
 - xi. The developer being responsible for all costs associated with the subdivision including the provision of Municipal Reserve in the form of cash-in-lieu."*

CARRIED

9. Discretionary Use Application:**a) DISCRETIONARY USE:**

Owner/Applicant:	Murray Hunter
Legal Land Description:	SW 29-37-4-W3 & SE 29-37-4-W3
Council Division:	1
File Manager:	Jeremy Dela Cruz

The Commission discussed the contraventions to the Bylaws and the reasoning behind bringing the application forward at this time, if there was any update from the applicant and what the next steps are. R.M. Administration received correspondence from the applicant that they were not going to submit the required information for review. Additionally, due to lack of response on behalf of the applicant, significant time had been put towards the application and in order to move the enforcement process along, a denial of the application must be received. Upon R.M. Council's support of the recommendation for denial, the R.M. can continue with court proceedings, to bring the property into compliance with the District Official Community Plan and Zoning Bylaw.

The Commission further noted concerns regarding the Water Security Agency's comments that while the Swale has been impacted, they would support, but not separately pursue, corrective actions by the R.M. The Commission also offered support to R.M. Administration, for compliance on the property.

The Commission supported the recommendation as presented.

Motion: J. Harwood / B. Dubois

"That the application made by Murray Hunter for Marjorie Heatcoat to rectify an existing Local Waste Management and Remediation Industry (Type I Clean Fill) as a discretionary use on SW-29-37-4-W3 & SE-29-37-4-W3 be DENIED, as the application was incomplete and does not meet Sections 2.1.2, 4.5.2, and 9.1.5 of the Corman Park-Saskatoon Planning District Official Community Plan and Sections 3.16.2, 4.10.1, 4.10.3 and 4.10.4.c), of the Corman Park-Saskatoon Planning District Zoning Bylaw."

CARRIED

10. Textual Amendments:

None

11. Other

None

12. Adjournment

Motion to Adjourn: B. Sylvester