



## Planning and Housing Committee

### Minutes

<b>Meeting #:</b>	<b>53</b>
<b>Date:</b>	<b>Wednesday, September 17, 2025</b>
<b>Time:</b>	<b>9:30 am</b>
<b>Location:</b>	<b>Champlain Room, 110 Laurier Avenue West, and by electronic participation</b>
<b>Present:</b>	<b>Chair: Councillor Jeff Leiper, Vice-chair: Councillor Glen Gower, Councillor Cathy Curry, Councillor Laura Dudas, Councillor Laine Johnson, Councillor Theresa Kavanagh, Councillor Clarke Kelly, Councillor Catherine Kitts</b>
<b>Absent:</b>	<b>Councillor Riley Brockington, Councillor Wilson Lo, Councillor Tim Tierney, Councillor Ariel Troster</b>

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- Notices and meeting information for meeting participants and the public

Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; information items not subject to discussion; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.

Accessible formats and communication supports are available, upon request.

Except where otherwise indicated, reports requiring Council consideration will be presented to Council on Wednesday, September 24, 2025, in Planning and Housing Committee Report 53.

The deadline to register by phone to speak or submit written comments or visual presentations is 4 pm on Tuesday, September 16, 2025, and the deadline to register by email to speak is 8:30 am on Wednesday, September 17, 2025.

This is a public meeting to consider the proposed Comprehensive Official Plan and Zoning By-law Amendments listed as Item(s) 4.1 and 4.2 on today's Agenda.

For the item just mentioned, only those *specifically identified in the Planning Act* who make oral submissions today or written submissions before the amendments are adopted may appeal the matter to the Ontario Land Tribunal. In addition, the applicant may appeal the matter to the Ontario Land Tribunal if Council does not adopt an amendment within 90 days of receipt of the application for a Zoning By-law Amendment and 120 days for an Official Plan Amendment.

To submit written comments on these amendments, prior to their consideration by City Council on September 24, 2025, please email or call the Committee or Council Coordinator.

2. Declarations of Interest

No Declarations of Interest were filed.

3. Confirmation of Minutes

3.1 PHC Minutes 52 – September 3, 2025

**Carried**

4. Planning, Development and Building Services Department

4.1 Zoning By-law Amendment – 3055 Richmond Road

File No. ACS2025-PDB-PS-0025 – Bay (7)

**Report Recommendation(s)**

**That Planning and Housing Committee:**

1. **Recommend Council approve an amendment to Zoning By-law 2008-250 for 3055 Richmond Road as shown in Document 1, to permit a five-storey apartment building, as detailed in Document 2.**
2. **Approve the Consultation Details Section of this report be included as part of the 'brief explanation' in the Summary of Written and Oral Public Submissions, to be prepared by the Office of the City Clerk and submitted to Council in the report titled, "Summary of Oral and Written Public Submissions for Items Subject to the Planning Act 'Explanation Requirements' at the City Council Meeting of September 24, 2025" subject to**

**submissions received between the publication of this report and the time of Council's decision.**

**Motion No. PHC 2025-53-01**

Moved by G. Gower

**WHEREAS staff have not found any evidence that a notice sign was posted on the property related to this application**

**THEREFORE BE IT RESOLVED that Planning and Housing Committee approve the following:**

- 1. Defer report ACS2025-PDB-PS-0025 to the November 5, 2025 PHC meeting; and**
- 2. Permit staff to include, if necessary, a revised staff report and/or supporting documentation for inclusion in the distribution of the meeting agenda with appropriate notice being provided.**

**Carried**

**4.2 Stittsville South Future Neighbourhood Official Plan Amendment**

File No. ACS2025-PDB-PSX-0052 – Rideau-Jock (21)

The Applicant/Owner as represented by Susan Murphy, and Bronwyn Anderson, Caivan were present in support, and responded to questions from Committee members.

The following written submissions were received by, and are filed with, the Office of the City Clerk, and distributed to Committee Members:

- Email dated September 12, 2025 from Susan and Robert Hannah
- Email dated September 15, 2025 from Jennifer Moore
- Email dated September 16, 2025 from Craig and Gwen Penstone
- Email dated September 17, 2025 from Robin Mason

The Committee Carried the report recommendations as presented.

**Report Recommendation(s)**

- 1. That Planning and Housing Committee recommend Council approve:**

- a. **The Stittsville South Concept Plan and the associated Scoped Master Servicing Study, Transportation Report, Environmental Impact Study and Community Energy Plan as detailed in Documents 4 to 8.**
  - b. **Official Plan Amendment XX for the deletion of the Future Neighbourhood Overlay and the addition of new Area Specific Policies to guide the future development of the Stittsville South community, as detailed in Document 2.**
2. **That Planning and Housing Committee approve the Consultation Details Section of this report be included as part of the 'brief explanation' in the Summary of Written and Oral Public Submissions, to be prepared by the Office of the City Clerk and submitted to Council in the report titled, "Summary of Oral and Written Public Submissions for Items Subject to the Planning Act 'Explanation Requirements' at the City Council Meeting of September 24, 2025," subject to submissions received between the publication of this re-port and the time of Council's decision.**

**Carried**

5. In Camera Items

There were no *in camera* items.

6. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

7. Inquiries

There were no Inquiries.

8. Other Business

There was no other business.

9. Adjournment

Next Meeting

Wednesday, October 1, 2025

The meeting adjourned at 9:43 am.

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K. Crozier, Committee Coordinator

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Councillor Jeff Leiper, Chair