

OFFICIAL PLAN AMENDMENT & DEVELOPMENT PERMIT APPLICATION – CLASS III

File No. **OPA8-25/DP2025-13**

OWNER: **AGNES & HARRIE TIEKEN**

APPLICANT: **BETHANIE MATTHEWS**

The property municipally and legally described as

145 RIVER STREET

PLAN 86 PT LOT 476 PT LOT;477 PT LOT 478 PT LOT 479 RP;28R8089 PART 1
TOWN OF GANANOQUE

has applied to the Town of Gananoque for an Official Plan Amendment (File No. OPA8-25) from
**RESIDENTIAL TO RESIDENTIAL EXCEPTION DESIGNATION
TO PERMIT A FITNESS AND RECREATION FACILITY**

AND

has applied to the Town of Gananoque for a Development Permit (File No. DP2025-13) to
**REDESIGNATE THE PROPERTY FROM RESIDENTIAL TO RESIDENTIAL EXCEPTION (R-XX) TO PERMIT A
FITNESS AND RECREATION FACILITY**

Note: Applications OPA8-25 and DP2025-13 are concurrent. DP2025-13 will be a condition for final approval of
Official Plan Amendment application OPA8-25

COMMENT DEADLINE: WEDNESDAY DECEMBER 3, 2025

Circulation:

() Bell Canada (email)
() Canada Post (email)
() Cataraqui Region Conservation Authority (email)
() Cogeco (email)
() Eastern Ontario Catholic District School (email)
() Eastern Ontario Power (email)
() Enbridge Pipelines Inc.(email)
() Hydro One Inc. (email)
() South East Health Unit (email)
() Ministry of Transportation (email)
() Ontario Municipal Property Assessment (email)
() Ontario Power Generation Inc. (email)
() St Lawrence Parks Commission (email)
() Union Gas (email)
() Upper Canada District School Board (email)
() Other: _____

Town of Gananoque (email)
() Mayor and Council
() CAO and Sr Management Team

() Chief Building Official – B Keyes
() Superintendent of Roads - B Webb
() Superintendent of Utilities- M. Hoult
() Public Works – C. Fromentin
() Utilities – C Brennan
() Utility Administrator – T Vandusen

If you have any comments/conditions that need to be addressed and/or fees or securities required, please forward them to the undersigned.

- ☐ No Comment
☐ Comments _____

Signature: _____

Please Return to:

Trudy Gravel, Assistant Planner
613-382-2149 ext. 1129
assistantplanner@gananoque.ca
30 King Street East, Box 100
Gananoque, ON K7G 2T6

NOTICE OF PUBLIC MEETING (PREVIOUSLY DEFERRED) Proposed Official Plan Amendment and Class III Development Permit

TAKE NOTICE THAT the Town is in receipt of a complete application for a proposed Official Plan Amendment, pursuant to Section 21 and a Development Permit pursuant to Section 70.2 of the Planning Act, R.S.O. 1990.

Planning Advisory Committee for the Town of Gananoque will hold a Meeting on **TUESDAY, DECEMBER 9, 2025 at 6:00 P.M.** in the **TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque** to provide recommendations to Council on the concurrent applications below.

AND FURTHER TAKE NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Public Meeting on **TUESDAY, DECEMBER 16, 2025 at 5:00 P.M.** at the **TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque** to consider the following applications:

*The **TOLL-FREE PHONE NUMBER** and **ACCESS CODE** will be found on the meeting agenda, posted to the Town website at <https://www.gananoque.ca/town-hall/meetings> prior to the meeting.

File No. **OPA8-25/DP2025-13**

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AND

has applied to the Town of Gananoque for a Development Permit (File No. DP2025-13) to
**REDESIGNATE THE PROPERTY FROM RESIDENTIAL TO RESIDENTIAL EXCEPTION (R-XX) TO PERMIT A
FITNESS AND RECREATION FACILITY**

Note: Applications OPA8-25 and DP2025-13 are concurrent. DP2025-13 will be a condition for final approval of Official Plan Amendment application OPA8-25

Additional information in relation to the proposed **Official Plan Amendment** and **Development Permit** is available in-person for inspection between 8:30am - 4:30pm at the Town of Gananoque, 30 King Street East, Gananoque Ontario or on the Town website at <https://www.gananoque.ca/town-hall/meetings>, or by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel 613-382-2149 ext. 1129.

Official Plan

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town before the proposed Official Plan is adopted, the person or public body is not entitled to appeal the decision of the Town to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town before the proposed Official Plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal, unless in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party. If you wish to be notified of the decision of the Corporation of the Town of Gananoque in respect to this proposed **Official Plan Amendment** and related amendments, you must make a written request to the Clerk for the Town of Gananoque, 30 King Street East, Gananoque, Ontario K7G 1E9, or by email to clerk@gananoque.ca.

Development Permit By-law

If you wish to provide comment or input in respect of the proposed **Development Permit** you may do so at the public meeting or in writing prior to the meeting. **Note:** Only the applicant of a **Development Permit** has a right to appeal a decision or non-decision on an application to the Ontario Land Tribunal where the application meets the requirements established through the official plan and development permit by-law.

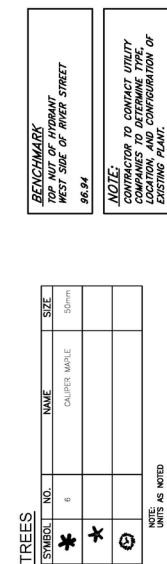
DATED this 14th day of NOVEMBER 2025



Brenda Guy
Manager of Planning and Development
bguy@gananoque.ca
613-382-2149 Ext.1126

MINIMUM LOT FRONTAGE	15 m
MINIMUM LOT AREA	464 m ²
MINIMUM FRONT YARD SETBACK	6.00 m
MINIMUM EXTERIOR SIDE YARD	4.50 m
MINIMUM INTERIOR SIDE YARD	1.20 m
MINIMUM REAR YARD	7.50 m
MAXIMUM BUILDING HEIGHT	11.0 m
PARKING	

BUILDING AREA	632.82	m ²
LOT AREA	2639.73	m ²
GRAVEL AREA	1838.62	m ²
LANDSCAPED AREA	168.29	m ²



1. ALL EXISTING PLANT OR UNDERGROUND INFRASTRUCTURE SHALL BE PROTECTED.
2. THE LOCATION OF EXISTING UNDERGROUND INFRASTRUCTURE WITHIN THE SITE IS UNKNOWN.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UNDERGROUND INFRASTRUCTURE WITHIN THE LIMITS OF THIS CONTRACT.
4. WHEN UNDERGROUND INFRASTRUCTURE IS ENCOUNTERED THAT

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		Date	Revisions:
e.	By		
c)	BC	2025-01-29	SITE PLAN
f	C/J	2025-04-22	TOWN COMMENTS
g	BAC	2025-07-04	TOWN COMMENTS

All drawings, specifications and related documents are the copyright property of the Engineer and must be returned upon request. Reproduction of drawings, specifications, and related documents in part or whole is forbidden without the Engineers' written permission.



ASTERN
ENGINEERING GROUP INC.
CONSULTING ENGINEERS

Apex Building
207 - 100 Stronger Blvd.
Brookville, Ont. M0V 5J9

Telephone: (613) 345-0400
Facsimile: (613) 345-0008
www.astereng.com

GAN FITNESS

SITE PLAN

Project No.:	9027	Approved:	CAJ
Contract No.:		Date:	2025-1-7

C1

File No.: 9027 Cr2.4wg

**APPLICATION FOR OFFICIAL PLAN AMENDMENT**To amend the Official Plan under Sections 17 of the *Planning Act*

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. **Incomplete applications will not be processed until all information is provided.**

- ☐ Complete application form signed including declaration of applicant
- ☐ Copy of the deed of property or offer to purchase and sale
- ☐ Application fee in the amount of \$1,600 (Fifteen Hundred Dollars) payable to the Town of Gananoque
- ☐ Deposit fee in the amount of \$2,000 (Two Thousand Dollars) payable to the Town for any peer reviews of various studies (By-law 2016-047). The owner/applicant is responsible for all peer review fees that the Town incurs in this regard and may be subject to additional invoicing.
- ☐ One scaled copy, one reduced 11 x 17 copy and one digital of the most recent survey of the subject property
- ☐ One scaled copy, one reduced 11 x 17 copy and one digital showing the boundaries and dimensions of the subject land as well as the area of the lands that are subject to the amendment. Plans are to be in a standard scale format (1:250 1:500)
- ☐ Official Plan Amendments may be subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority. The Town of Gananoque recommends that you consult with a Conservation Authority Officer prior to making application

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: Bethanie Matthews	Complete Address including Postal Code: 343 Georgiana St, Gananoque, On, K7G1N1	Phone: 613 929 9927
	E-mail: ganfitness@outlook.com	
Name of Property Owner (if different than applicant): Agnes Tieken	Complete Address including Postal Code: 215 Marble Rock Rd, Gananoque K7G2v4	Phone: 6133286653
	E-mail: tieken_ned@kingston.net	
Land Surveyor:	Complete Address including Postal Code:	Phone:
	E-mail:	

PROPERTY INFORMATION

Street or Property Address (if applicable): 145 River St, Gananoque, Ontario	Roll Number (if known): 081400001036800
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LEGAL DESCRIPTION

Part of Lot 13, Concession 1, Town of Gananoque in the United Counties of Leeds and Grenville			
Frontage (m/ft): 55.9	Depth (m/ft):	Lot Area: 2640m2	

Current Official Plan Designation:	Residential
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Proposed Official Plan Designation:	Residential Exception
-------------------------------------	-----------------------

Official Plan Policy (Existing):	The proposed amendment: <input checked="" type="checkbox"/> Changes, a policy in the Official Plan <input type="checkbox"/> Replaces, a policy in the Official Plan <input type="checkbox"/> Deletes, a policy in the Official Plan
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Description of affected property:
 The property is located on the east side of River Street and abuts the Gananoque Waterfront Trail along the northern property line. The site has an area of approximately 2,640 square metres, with approximately 55.9 metres of frontage along River Street, and approximately 14.9 metres of frontage along the Gananoque River. The site is currently developed with a one-storey commercial building located in the northwest corner abutting River Street and the Gananoque Waterfront Trail. The commercial building was previously occupied by a retail use. The balance of the site is gravelled and the east portion of the site slopes towards the Gananoque River. Vehicular and pedestrian access to the site is provided from River Street. Vehicular parking spaces are provided to the south and east of the existing commercial building.

Official Plan Policy (Addition):
 The proposed amendment adds the following policy to the official plan if applicable (add additional sheet if further space is needed):
 official plan section 3.2 Planning WHERE WE LIVE PLANNING SUSTAINABLE RESIDENTIAL NEIGHBORHOODS 3.2.2.1 Permitted Uses (Residential)
 "Permitted residential uses shall include the full range of dwelling types from low density single detached dwellings to high density apartment dwellings. In addition uses which complement residential neighborhoods may also be permitted. These could include home occupation uses, institutional uses such as schools, nursing homes, group homes and churches, open space uses such as parks and community centres, neighbourhood commercial uses such as convenience stores, community-oriented fitness and recreation facilities, licensed daycares and bed and breakfast establishments. Non-residential uses which are permitted in a residential area shall be subject to Site Plan Control. Particular attention will be required to ensure that non-residential uses are compatible with the neighborhood in terms of architectural design and intensity of use."

If the proposed amendment changes, replaces, deletes or adds a policy, state the purpose of the proposed official plan amendment:

The purpose of this amendment is to add a site-specific Residential Exception to permit a community oriented, fitness and recreation facility

Effect of Proposed Amendment on Designation:	<input checked="" type="checkbox"/> Changes, a designation of the Land Use Schedule of the Office Plan <input type="checkbox"/> Replaces, a designation of the Land Use Schedule of the Office Plan
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Name the designation proposed:

Residential Exception - 145 River Street,
to permit a Community Oriented Fitness and Recreation Facility as a neighbourhood commercial use.

Is the subject property currently the subject of any other application under the Planning Act such as a Development Permit, Consent or Approval of a Plan of Subdivision/Condominium? ☒ Yes ☐ No

If Yes, please provide the file number of each application, and its status (add additional sheet if further space is needed):

1. Type of Application	Official Plan Amendment
Application File #	OPA8-25
Status of Application	deferred
2. Type of Application	Development Permit
Application File #	DP2025-13
Status of Application	deferred

Text – Proposed Amendment

State the text of the proposed amendment if a policy in the official plan is being changed, replaced or deleted, or if a policy is being added to the official plan (add additional sheet if further space is needed):

see attached

Where the proposed amendment changes or replaces a schedule in the official plan, attach the proposed schedule and the text that accompanies the schedule.

AUTHORIZATION BY OWNER

I/We, the undersigned being the registered owner(s) of the subject lands, hereby authorize

Bethanie Matthews (print name) to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize Town of Gananoque members of Council, Committee of Council and Municipal Staff, to enter upon the property for the purposes of conducting a site inspection with respect to the subject application.

Agnes Tieken

Owner Name (Please Print)

Signature of Owner

Signature of Witness (not applicant)

Owner Name (Please Print)

Signature of Owner

Date

CONSENT BY OWNER

I/We, Agnes Tieken, (print name(s) am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.

Signature of Owner_____
Signature of Owner_____
Signature of Witness (not applicant)_____
Date**DECLARATION OF APPLICANT**

(Print) I, Bethanie Matthews of the Town of Gananoque in the province of Ontario solemnly declare that:

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at

Town of Gananoquethis 18th day of November2025

for the Corporation of the

Town of GananoqueSignature of a Commissioner, etc_____
Signature of Applicant**Office Use Only:**Roll No:
081400001036800

Official Plan Designation:

Residential

Development Permit Designation:

Residential

Other:

Access (Entrance Permits etc):

Water and Sewer Hookup
(Permits etc):

Other:

Other
Concurrent
Applications:

<input type="checkbox"/> Cash-in-Lieu of Parking	<input type="checkbox"/> Condominium Approval	<input type="checkbox"/> Consent/ Severance	<input checked="" type="checkbox"/> Development Permit Approval	<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Subdivision Approval
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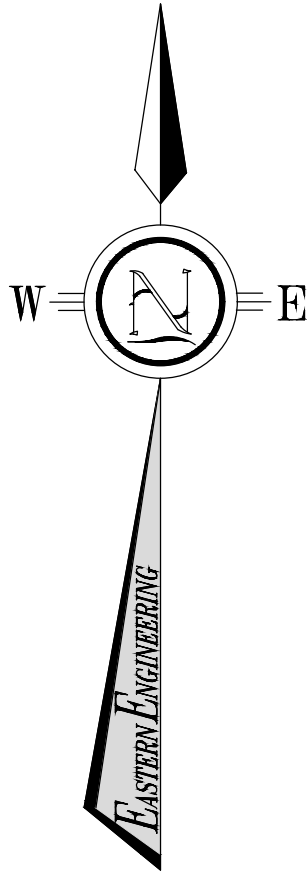
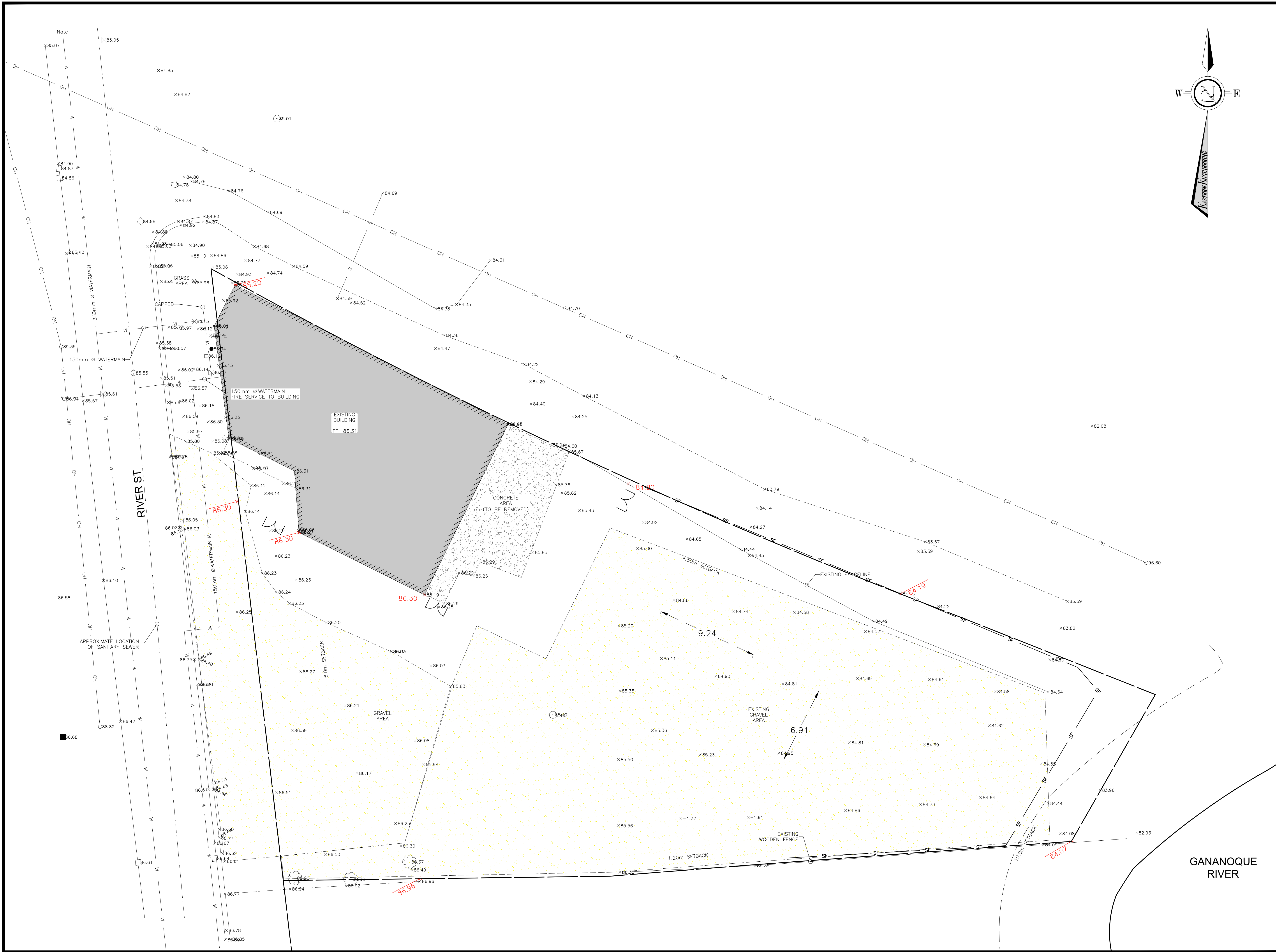
Date Application Received:

November 13, 2025Date Application Deemed
Complete:November 13, 2025

Fees Received:

\$1600 September 3, 2025

For additional details please contact: Brenda Guy, Manager of Planning and Development
Town of Gananoque, 30 King Street East, Gananoque, ON K7G 1E9
(613) 382-2149 ext.1126 E-mail: bguy@gananoque.ca



BENCHMARK

NOTE:
CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE TYPE, LOCATION, AND CONFIGURATION OF EXISTING PLANT.

No.	By	Date	Revisions
4	CAJ	2025-11-25	TOWN COMMENTS
3	CAJ	2025-11-19	TOWN COMMENTS
2	BAC	2025-07-04	TOWN COMMENTS
1	CJ	2025-04-22	TOWN COMMENTS
0	BC	2025-01-29	SITE PLAN

All drawings, specifications and related documents are the copyright property of the Engineer and must be returned upon request. Reproduction of drawings, specifications, and related documents in part or whole is forbidden without the Engineers' written permission.

The contractor must check and verify all dimensions on the job prior to start of construction.

Drawings are not to be scaled.



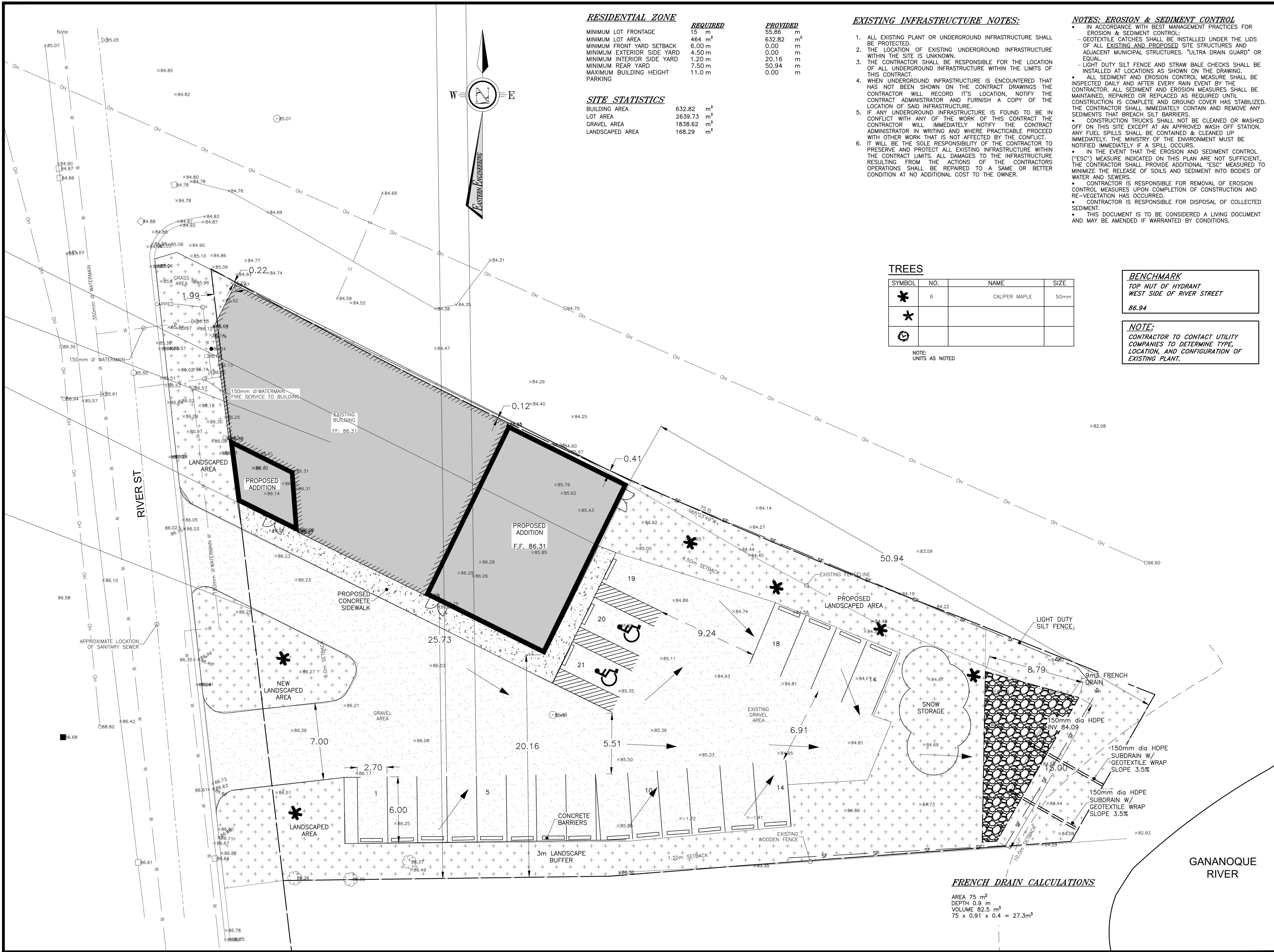
EASTERN ENGINEERING GROUP INC.
CONSULTING ENGINEERS
Apex Building
207 - 100 Stronger Blvd.
Brockville, Ont. K6V 5J9
Telephone: (613) 345-0400
Facsimile: (613) 345-0008
www.EastEng.com

Project Title:
GAN FITNESS

Drawing Title:
EXISTING CONDITIONS

Design:	BC	Checked:	AP	Approved:	CAJ	Project No.:	9027
Drawn:	BC	Checked:	AP	Date:	2025-1-7	Contract No.:	.
Scale:							
Horizontal:	200						
Vertical:	50						
UNITS EQUAL METRES UNLESS OTHERWISE NOTED							File No.: 9027 C-3.dwg

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LEGEND

- EXISTING TOPO GRADE
- PROPOSED GRADE
- EXISTING GRADE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- BELL UNDERGROUND
- GAS UNDERGROUND
- CABLE UNDERGROUND
- ELECTRICAL UNDERGROUND
- OVERHEAD UTILITIES
- UTILITY POLE
- UTILITY ANCHOR
- UTILITY PEDISTAL
- PROPERTY BAR FOUND
- ROAD SIGN
- FENCE
- TREELINE
- TREE
- PROPERTY BOUNDARY
- EXISTING BUILDING
- EXISTING BUILDING TO BE REMOVED
- PROPOSED BUILDING

No.	By	Date	Revisions
4	CAJ	2025-11-25	TOWN COMMENTS
3	CAJ	2025-11-19	TOWN COMMENTS
2	BAC	2025-07-04	TOWN COMMENTS
1	CJ	2025-04-22	TOWN COMMENTS
0	BC	2025-01-29	SITE PLAN

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Project Title: **GAN FITNESS**

Drawing Title: **SITE PLAN**

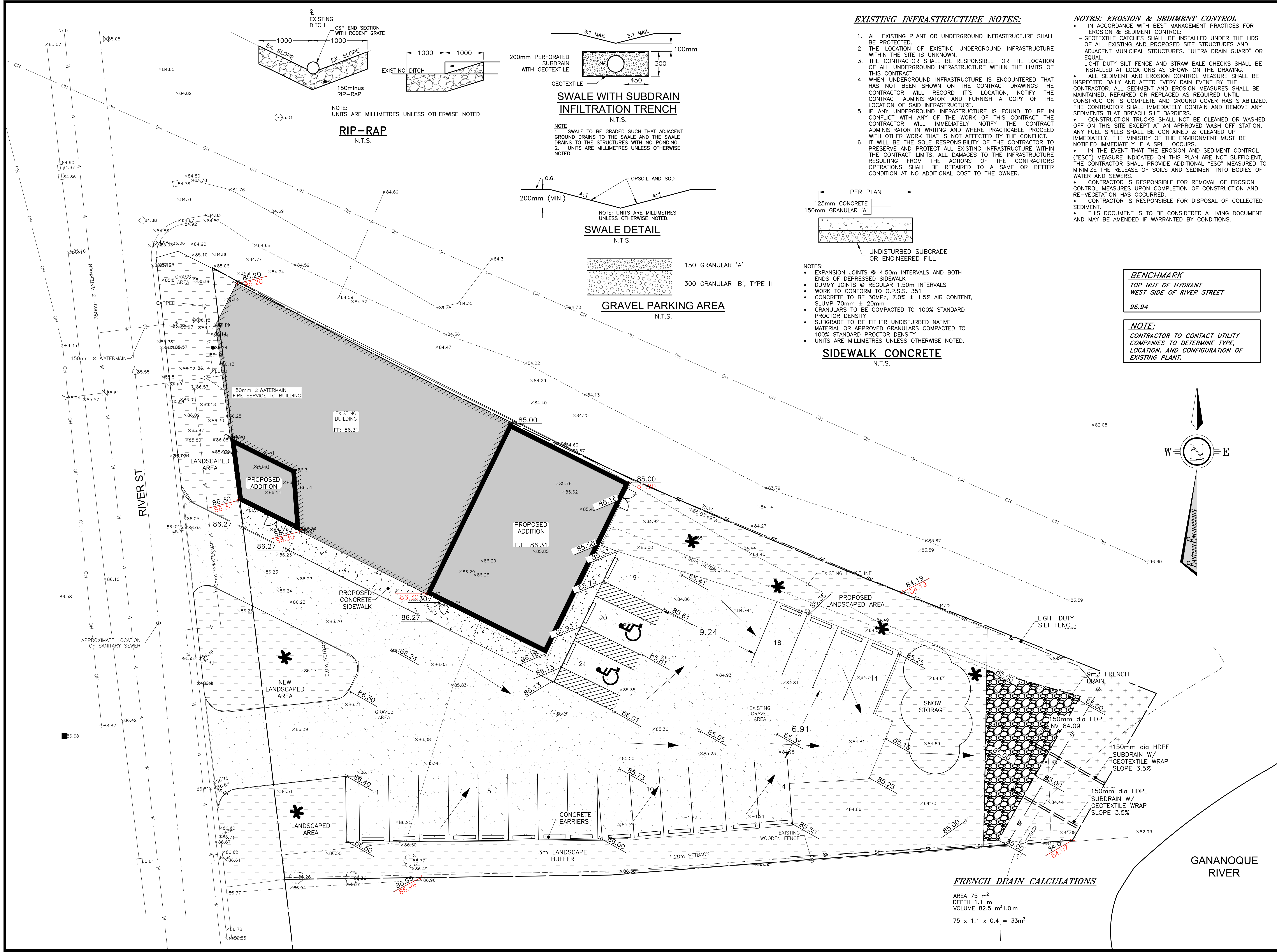
Design	Checked	Approved	Project No.
BC	AP	CAJ	9027

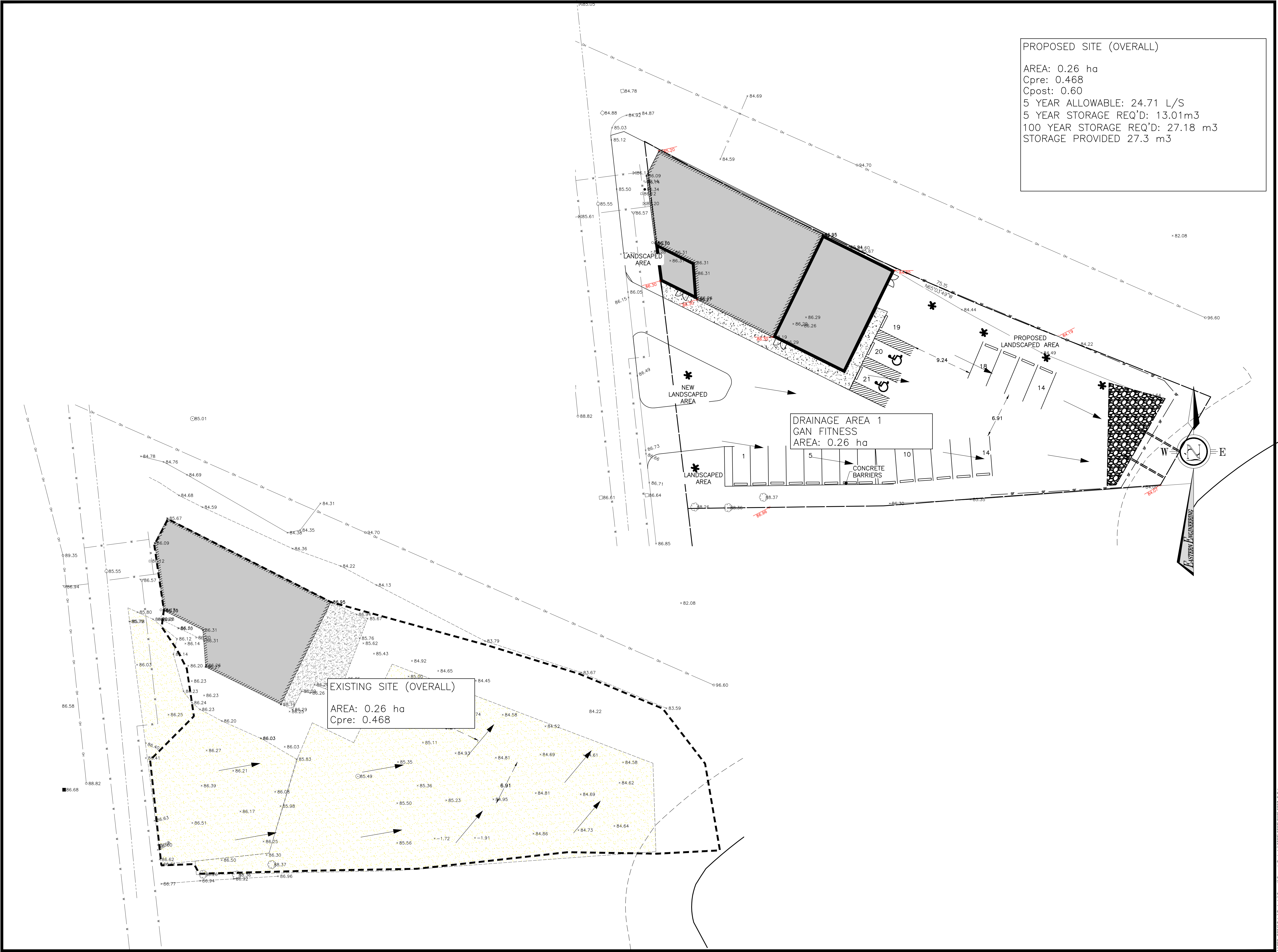
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BC	AP	2025-1-7	

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Horizontal: 150

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UNITS EQUAL METRES UNLESS OTHERWISE NOTED
File No.: 9027 C13.dwg





PROPOSED SITE (OVERALL)
AREA: 0.26 ha
Cpre: 0.468
Cpost: 0.60
5 YEAR ALLOWABLE: 24.71 L/S
5 YEAR STORAGE REQ'D: 13.01m3
100 YEAR STORAGE REQ'D: 27.18 m3
STORAGE PROVIDED 27.3 m3

LEGEND

- EXISTING TOPO GRADE
- PROPOSED GRADE
- EXISTING GRADE
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- SANITARY SEWER
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- TREELINE
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11.58
N49°15'50"E

PROPERTY BOUNDARY

EXISTING BUILDING

EXISTING BUILDING TO BE REMOVED

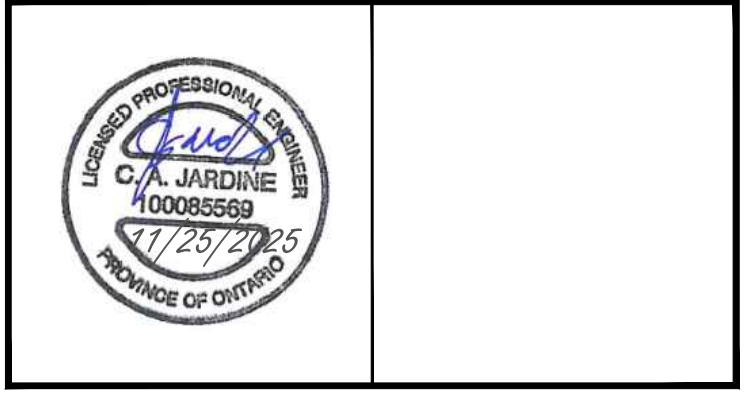
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4	CAJ	2025-11-25	TOWN COMMENTS
3	CAJ	2025-11-19	TOWN COMMENTS
2	BAC	2025-07-04	TOWN COMMENTS
1	CJ	2025-04-22	TOWN COMMENTS
0	BC	2025-01-29	SITE PLAN
No.	By	Date	Revisions

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Project Title:

GAN FITNESS

Drawing Title:

DRAINAGE AREA PLAN

Design:	BC	Checked:	AP	Approved:	CAJ	Project No.:	9027
Drawn:	BC	Checked:	AP	Date:	2025-1-7	Contract No.:	

Scale:

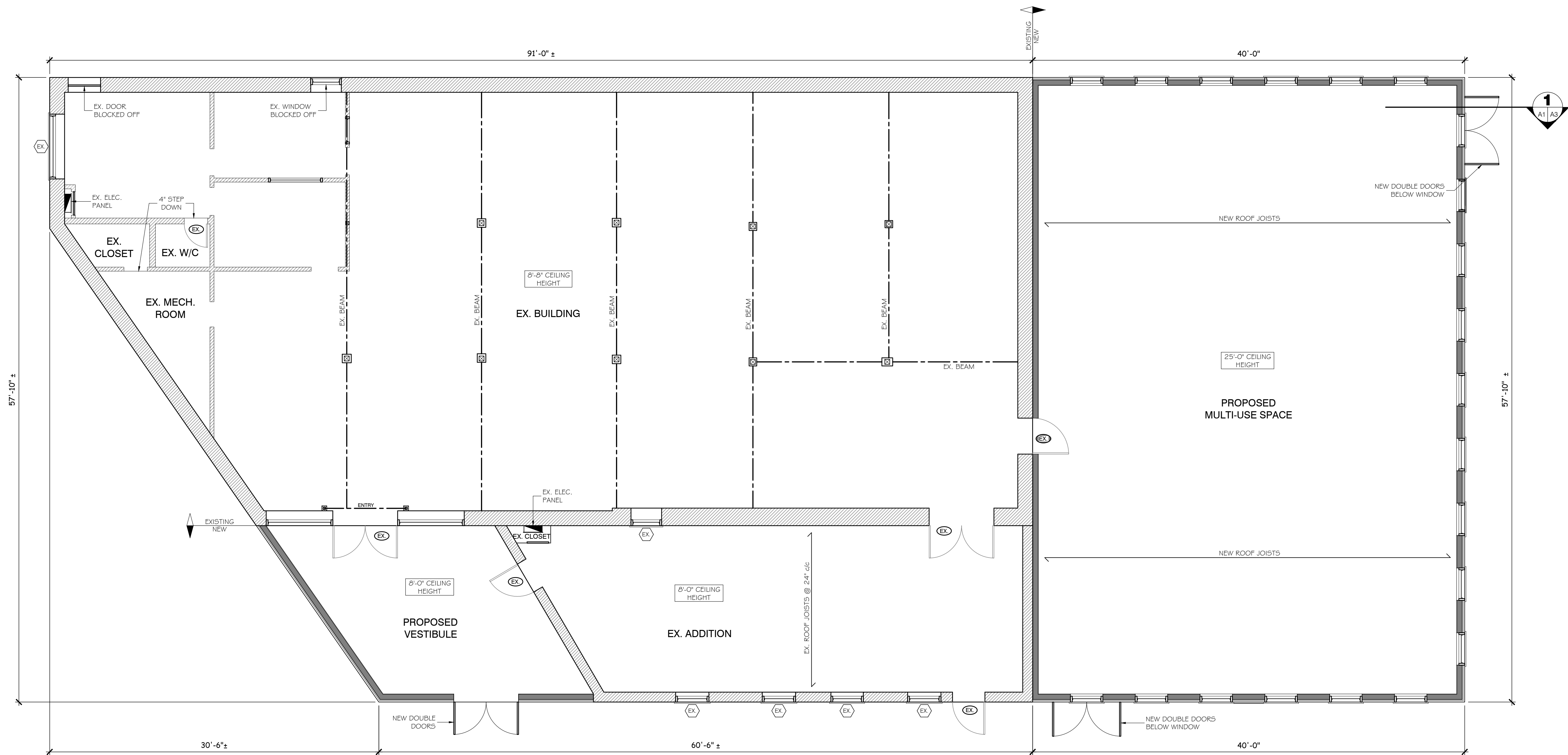
0 3.0 6.0

Horizontal: 150

UNITS EQUAL METRES UNLESS OTHERWISE NOTED

File No.: 9027 C3.dwg

C3



EX. MAIN FLOOR PLAN
SCALE: 3/8" = 1'-0"

REFER TO SITE PLAN
FOR ALL DIMENSIONS

GENERAL NOTES

1. CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO START OF CONSTRUCTION.
2. ALL WORK TO BE DONE IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE.
3. THE CONTRACTOR SHALL REPORT ANY DISCREPANCIES FROM THESE PLANS TO THE DESIGNER FOR REVIEW AND/OR APPROVAL.
4. THE CONTRACTOR IS RESPONSIBLE FOR THE SAFEGUARDING AND LOCATING OF EXISTING UTILITIES AND STRUCTURES ON SITE.
5. INSTALL PRE-MANUFACTURED COMPONENTS AS PER THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
6. WHERE NOT NOTED ON DRAWINGS, SPACING ON FRAMING MEMBERS TO BE TO THE LATEST EDITION OF THE ONTARIO BUILDING CODE.
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11. SHOP DRAWINGS TO BE PROVIDED BY MANUFACTURER FOR REVIEW.

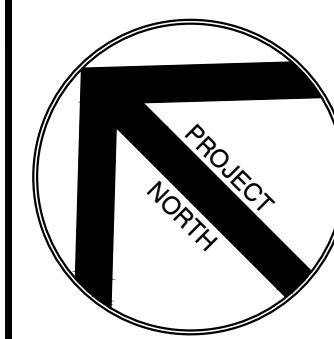
NEW / EXISTING WALLS LEGEND	
	EXISTING WALLS TO REMAIN
	NEW WALLS

2	AGP	2025-09-02	FOR REVIEW
0	AD	2025-04-28	ISSUED FOR CLIENT REVIEW
No.	By	Date	Revisions

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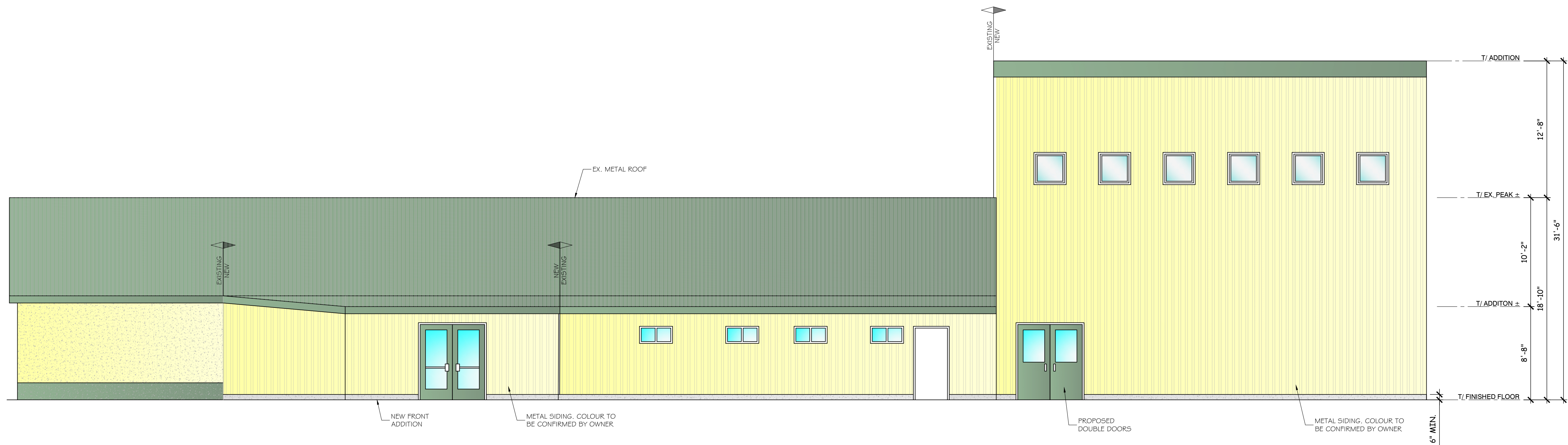
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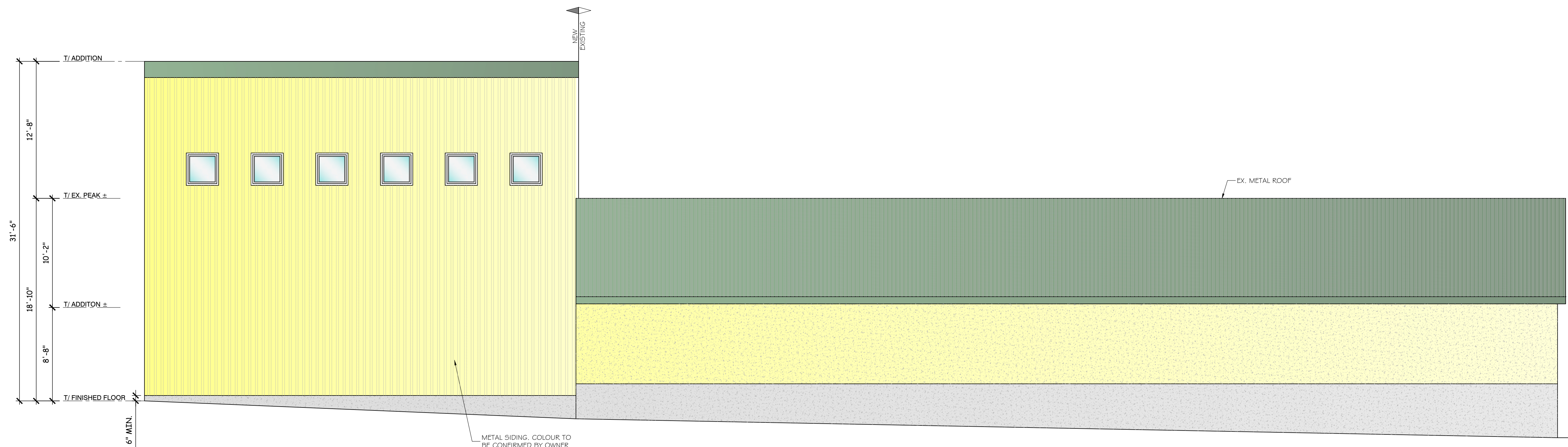
Project Title:
GANANOQUE FITNESS
145 River Street, Gananoque, ON

Drawing Title:
MAIN FLOOR PLAN

Design:	Checked:	Approved:	Project No.: 9027
Drawn: AD	Checked:	Date: 2025-04-17	Contract No.: 9027-1
Scale:	Drawing No.: A1		
Horizontal: AS SHOWN			Vertical: AS SHOWN
REV. DATE: 5/1/2025			



SOUTH-WEST ELEVATION
SCALE: $\frac{3}{8}" = 1'-0"$



NORTH-EAST ELEVATION
SCALE: $\frac{3}{8}" = 1'-0"$

GENERAL NOTES

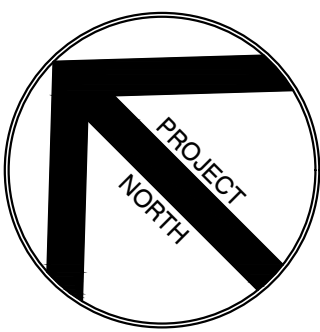
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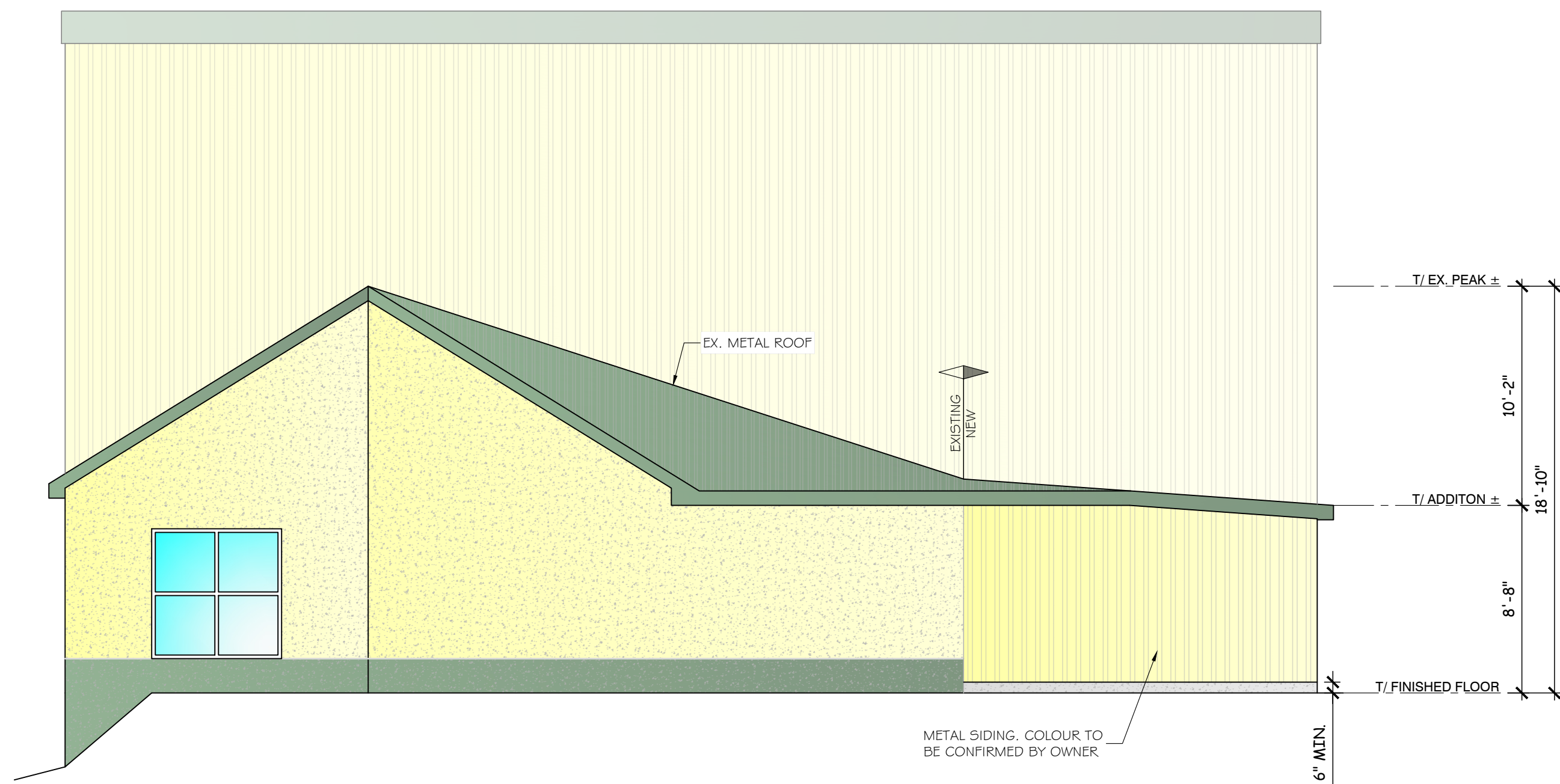
GANANOQUE FITNESS

145 River Street, Gananoque, ON

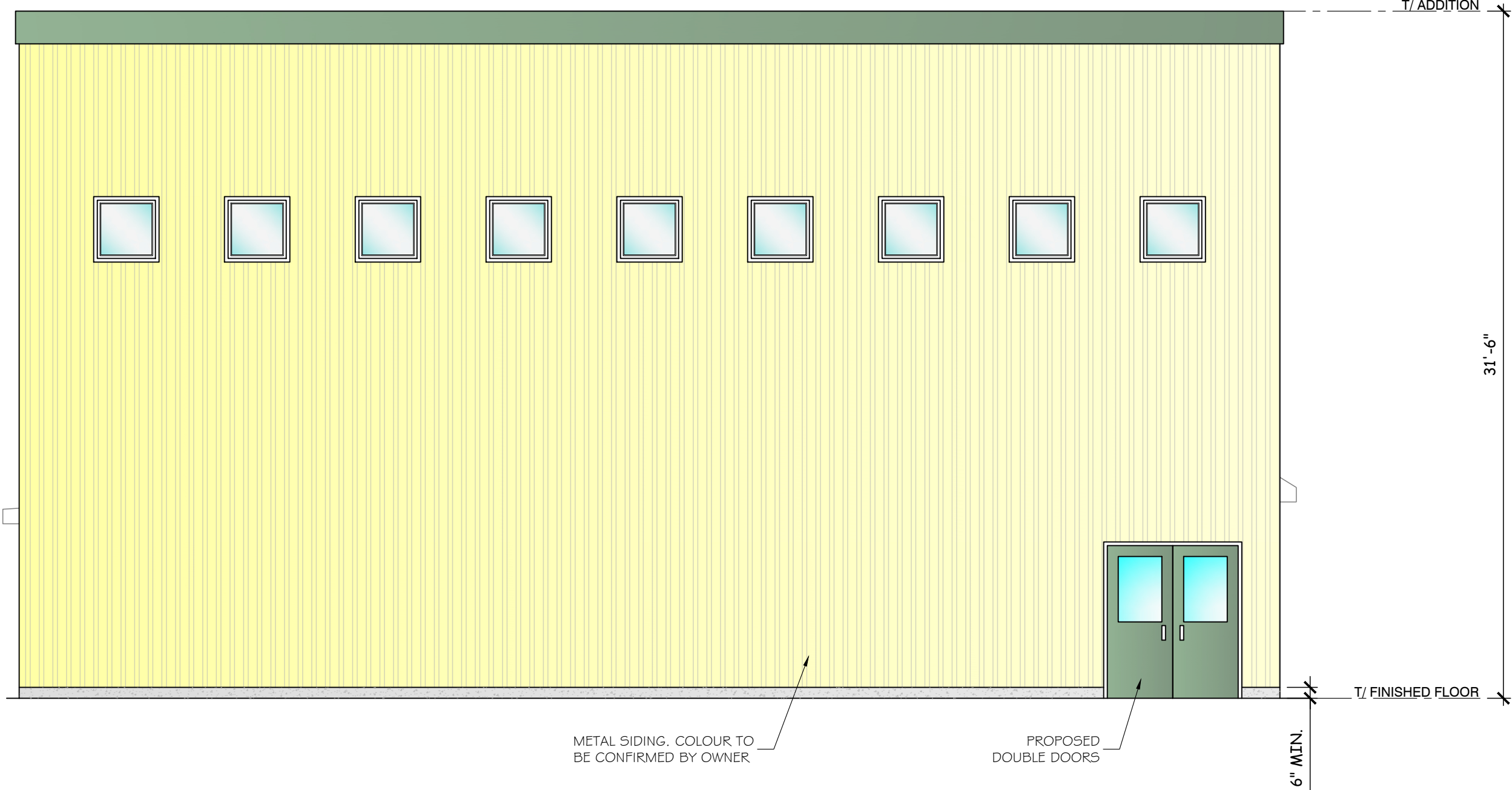
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ELEVATIONS

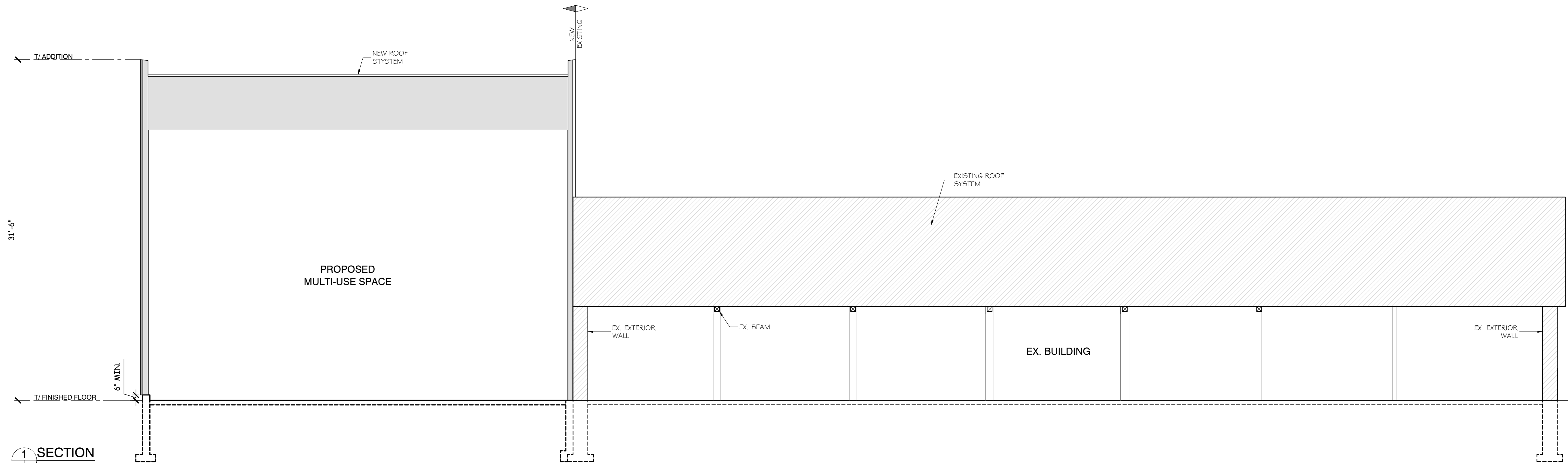
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Scale:	Drawing No.: A2		
Horizontal: AS SHOWN			Vertical: AS SHOWN
REV. DATE: 5/1/2025			



NORTH-WEST ELEVATION
SCALE: 3/8" = 1'-0"



SOUTH-EAST ELEVATION
SCALE: 3/8" = 1'-0"



1 SECTION
A1 A3 / SCALE: 3/8" = 1'-0"

GENERAL NOTES

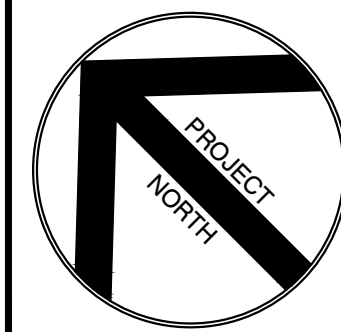
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Project Title:

GANANOQUE FITNESS

145 River Street, Gananoque, ON

Drawing Title:

**ELEVATIONS
& SECTION**

Design:	Checked:	Approved:	Project No. : 9027
Drawn: AD	Checked:	Date: 2025-04-17	Contract No. : 9027-1
Scale:		Drawing No.:	
<div><div></div><div>Horizontal: AS SHOWN</div></div> <div><div></div><div>Vertical: AS SHOWN</div></div>		<div>A3</div> <div>REV. DATE 5/1/2025</div>	

PLANNING RATIONALE REPORT

Official Plan Amendment and Development Permit (Zoning) Amendment

Fitness and Recreation Centre, being Gan Fitness

145 River St, Gananoque, Ontario

Date: November 6, 2025

Table of Contents

- 1.0 Introduction and Purpose of this Amended Rationale
 - 2.0 Site and Context Overview
 - 3.0 Policy Justification: Conformity with the Gananoque Official Plan
 - 4.0 Compatibility and Site Analysis
 - 5.0 Develop Permit (Zoning) Rationale
 - 6.0 Conclusion
-

1.0 Introduction and Purpose of this Planning Rationale

This document serves as an Planning Rationale prepared in support of an application for a **Official Plan Amendment and Development Permit (Zoning) Amendment** to introduce a **Residential Designation, site-specific discretionary use**— Fitness and Recreation Centre (the “Proposed Centre”)—at **145 River St, Gananoque, Ontario**.

This rationale is submitted subsequent to an earlier application that proposed a General Commercial rezoning. While staff and the Planning Committee were strongly supportive of the proposed business activities and recognized the site’s suitability for a recreation facility, there was a clear directive to maintain the existing Residential Zoning designation.

The purpose of this new application and rationale is to respond directly to this feedback by demonstrating that the proposed use can be permitted as a site-specific exception to the

residential zone, thereby fulfilling the following critical planning objectives without necessitating a full commercial designation. It aligns with the objectives outlined in the Town's Official Plan and Zoning By-law by fostering community well-being, promoting active living, enhancing land-use compatibility, and revitalizing an underutilized site.

The subsequent application has site-plans, stormwater reports, elevation drawings and the Cataraquoi Conservation Authority have already submitted comments on the proposed centre and additions, all which are still valid for this application.

An Official Plan Amendment and Development Permit (Zoning) Amendment is proposed to change the site from Residential – legal non-conforming (flea market) to a Residential – Exception to allow a fitness and recreation center.

Gan Fitness is an established local business dedicated to improving the holistic health and wellness of the Gananoque community. We are far more than a traditional fitness facility; we operate as a vital piece of local social infrastructure—a Community Health Hub—that currently delivers critical services despite significant operational challenges.

Gan Fitness is not to be equated with the large, impersonal, high-volume fitness chains typically found in regional power centers. Our proposal represents a model of local commercial use that functions as a piece of essential social infrastructure, deeply complementing the surrounding residential neighborhood.

Despite our current location being on the second story of an industrial building, down a dead-end road lacking sidewalks or streetlights, we have fostered an inclusive and robust community presence:

- **Serving Diverse Demographics:** We currently offer dedicated fitness classes for adults, specialized sport-specific training for local youth teams, and essential fitness programs tailored for older adults.
- **Essential Developmental Services Support:** We actively partner with and provide a supportive space for developmental service groups, including Ventures Group Home and Community Living. We offer a safe location for these organizations to bring their clients and provide specialized training and support to facilitate their engagement in physical activity, ensuring these vulnerable residents remain active and supported right here in Gananoque.
- **Community Engagement & Economic Showcasing:** Beyond our facility walls, we proudly run yearly community-wide events, such as the Amazing Race Gananoque. This event is designed to showcase the community, drive local engagement, and highlight many of the town's local businesses.

The proposed relocation and new facility are driven by the vision to create a permanent,

inclusive, and highly accessible location to expand our role as a health hub:

- **Expanded Recreational Opportunities:** The new space will allow us to introduce dedicated structured and drop-in recreation, including popular activities like basketball, volleyball, and pickleball, transforming the facility into a recreational resource for all ages.
- **Strategic Youth Development Partnerships:** We will partner directly with local youth organizations, such as the Canoe Club, basketball and soccer clubs and youth hockey teams, providing them with a dedicated, safe, indoor space to conduct on and off-season strength training and skill development.
- **Addressing Local Childcare Gaps:** We will offer affordable summer youth fitness programs scheduled before and after local day camps. This structured offering is specifically designed to help local families manage childcare issues and transition schedules during the summer months.
- **Health and Fitness Programming:** We will continue to expand our offering of fitness programs and specialized classes (Yoga, Pilates, Personal Training) to meet the full spectrum of community wellness needs, ensuring Gananoque residents do not have to travel out of town for high-quality health resources.

The new location will not only resolve the accessibility and safety issues of our current industrial site but will dramatically increase our capacity to deliver these essential, community-specific social services, solidifying Gan Fitness as a cornerstone of public health and social connection in the residential area.

In essence, the proposed Gan Fitness is an essential local service whose operational scale and specialized programming are directly tailored to meet the social, health, and economic needs of its immediate community, making it the ideal form of local commercial use for this site.

2.0 Site and Context Overview

The site at 145 River St is uniquely positioned to serve as a local amenity anchor for the surrounding residential area.

Detail	Description
Municipal Address	145 River St, Gananoque, ON

Official Plan Designation	Residential
Proposed Official Plan Designation	Residential Exception
Existing Development Permit (Zoning)	Residential (Flea Market enjoys legal non-confirming)
Proposed Development Permit (Zoning)	Residential Exception to permit Fitness and Recreation Centre, Community Oriented
Site Character	Located in a predominantly residential area with neighbourhood commercial uses to the south (Bed and Breakfast) and open space uses to the east and north.

The proposed development will consist of two additions to the existing one-storey commercial building and the establishment of a fitness and recreation centre in the adaptively reused space. As noted by Staff at the Planning Advisory Meeting on October 28th, 2025: **“Staff appreciate that this specific property given the size, the existing building and flexibility for an addition, provides for an ideal building for the proposed use.”**

3.0 Policy Justification: Conformity with the Gananoque Official Plan

The proposal is assessed under the Official Plan's Residential Designation and is designed to leverage the Plan's guiding principles for healthy community development.

3.1 Overarching Vision and Guiding Principles (OP Section 2.0)

OP Section & Principle	Rationale for Conformity (The Proposed Centre)
2.1 Our Vision is to preserve and enhance	The low-impact, one-storey building

<i>the Town's unique "small town" heritage, preserve our historic and environmental character, and provide a high quality of life through a sustainable development pattern.</i>	maintains the existing character of the building and neighbourhood. Reuse of the existing commercial site demonstrates efficient and sustainable land-use planning. The gym is consistent with other health and well-being uses in the area (e.g., Gananoque Canoe Club across the river).
<i>2.2 (2) The waterfront will be maintained and improved as a community focal point and will be enhanced through balanced, sustainable public and private development which creates an attractive, accessible and useable waterfront for both local residents and visitors.</i>	Set back approx 56 meters from the Gananoque River. It supports recreational amenity by connecting to the Gananoque Trails and River access, promoting walking, running, kayaking, and biking for residents.
<i>2.2 (4) While striving to maintain historical, architectural character and uniqueness, we are committed to intensifying and enhancing the quality of our residential neighborhoods through a range of housing options, densities, and transitions from adjoining land uses</i>	Site changes are concentrated on the eastern portion of the site, furthest from residential uses. A 3-meter landscape buffer will be provided along the southern lot line to ensure appropriate transition.
<i>2.2 (7) We are committed to increasing the diversity of arts, cultural and recreational opportunities.</i>	The proposed Gan Fitness directly supports this by providing inclusive, year-round fitness and social opportunities. It features design elements (no stairs/multiple levels) for accessibility, particularly for seniors, and offers much-needed youth programming.
<i>2.2 (8) We will protect our natural environment.</i>	The proposed development is adequately separated from the Gananoque River, protecting the natural environment. The proposed stormwater management measures will ensure no negative impacts to groundwater or surface water. The proposed development represents the adaptive reuse and modest expansion of the existing building, minimizing land

	consumption, and thereby protecting the environment.
<p>2.3 1. Future development shall occur in the Town's Settlement area. The Town shall ensure that development makes efficient use of land and resources for the purposes of economical service and infrastructure provision, freight supportive and active transportation, efficient energy promotion, and climate change mitigation and adaptation.</p> <p>2 Future development shall be encouraged within the built up area. The Town shall endeavor to set minimum targets for intensification and redevelopment within the built up area.</p> <p>4. It is the intent of this Plan to achieve an increase in the density and intensity of land use through the use of compact form, a mix of land uses, and redevelopment or re-use of existing vacant or underutilized buildings and properties. This intensification is encouraged in the Settlement Area in accordance with the policies of this Plan. In particular, intensification is encouraged on sites: a. that are no longer viable for the purpose for which they were intended such as former commercial, industrial and institutional sites; b. where the present use is maintained and the additional of residential uses can be achieved in a safe and complementary manner; and c. with suitable existing or planned infrastructure and public service facilities.</p>	<p>The development is within the Town's Settlement Area. Repurposing an existing structure significantly reduces the carbon footprint compared to new construction and supports the Town's goal for intensification and re-use of underutilized buildings.</p> <p>For the expansion, incorporate energy-efficient lighting, modern HVAC systems, and water-saving features, aligning the project with contemporary sustainability standards.</p>

3.2 Residential Designation Policies (OP Section 3.2)

OP Section & Policy	Rationale for Conformity (Non-Residential Component)
<p>3.2.1 Goal: Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.</p>	<p>The facility meets the present and future social and economic needs by serving a diverse cross-section (seniors, youth, families). It functions as an essential non-residential neighbourhood component that supports local economic activity.</p>
<p>3.2 (4) Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with existing and planned character;</p>	<p>The fact that the building is already commercial means that a non-residential use is <i>part of the established and existing character</i> of the surrounding residential area. The neighborhood has already adjusted to a commercial presence here. Residential intensification guidelines encourage services and amenities that support residents within walking distance, and a fitness and recreation center provides a valuable local community-oriented service that promotes that residents work, live and play close to home.</p>
<p>3.2 (7) Promote the design of complete streets to reduce the need to drive and encourage walking, cycling, and active transportation;</p>	<p>The site is directly beside the Gananoque Trail System, strongly encouraging members to walk, cycle, or use other non-automotive forms of transportation.</p>
<p>3.2 (8) Permit a range of activities in residential areas including home-based</p>	<p>The proposed Gan Fitness is designed to operate as an essential community</p>

<p><i>businesses, local commercial, bed and breakfasts, Heritage Tourist Inn group homes, churches, schools, community facilities and open space.</i></p>	<p>resource, reducing isolation for seniors, providing safe recreational space for youth, and retaining local economic activity. Through collaboration, such as with seniors' groups, the facility will offer tailored fitness and recreation—including group classes, indoor pickleball, and dedicated space for local walk or kayak clubs—to reduce isolation and support active aging. Simultaneously, it will provide a much-needed recreational space for youth to engage in physical activity, sport, and mental wellness through dedicated programming and organized drop-in sessions. Crucially, the addition of a new, high-quality fitness facility strengthens Gananoque's attractiveness to new residents and visitors. As prospective homeowners and renters increasingly seek communities that prioritize health, wellness, and quality of life, the Centre provides a significant amenity. This local presence reduces the necessity for current residents to commute to Kingston or Brockville for their exercise needs, thereby retaining both economic activity and vital community relationships within Gananoque. By serving a diverse cross-section of residents, including seniors, rehabilitation clients, and families, the facility ensures a multi-generational improvement in quality of life.</p>
<p>3.2.2.1 Permitted Uses:</p> <p><i>Uses which complement residential neighbourhoods are also permitted, subject to the Development Permit By-law. These include home-based businesses or home industry uses, institutional uses such as schools, nursing homes, group homes and churches, open space uses such as parks and community centres, neighbourhood</i></p>	<p>Gan Fitness fundamentally will complement a residential neighborhood by acting as a health-focused community hub that enhances the quality of life, sustainability, and economic value of the area.</p> <p>Gan Fitness is fundamentally distinct from the large, corporate-owned fitness chains often associated with regional commercial</p>

commercial uses such as convenience stores, licensed daycares and bed and breakfast establishments.

centers. Our model functions as a true piece of local commercial, social infrastructure that is essential to the immediate residential neighborhood, rather than an amenity attracting regional traffic.

Key Differentiating Factors:

- **Tailored to the Local Community (Scale and Retention):** Unlike high-volume chain gyms that rely on oversubscription and high attrition, Gan Fitness is sized specifically to serve the population of Gananoque. Our business relies on member retention and fostering a supportive, less intimidating environment, not volume sales. This results in fewer peak-hour pressures and a more stable, predictable operational tempo that is compatible with a residential setting.
- **Personalized, Relational Service:** Our staff and trainers are neighbors and community members. This ensures a level of personalized attention and accountability that is impossible in an impersonal, large-scale franchise. We are positioned to offer specialized programs—such as focused fitness for seniors, accessible youth training, and unique local classes—that cater directly to the specific public health needs of this community.
 - **Deep Community Inclusion:** We are positioned to offer dedicated, accessible fitness opportunities for group homes and developmental service groups, such as Community Living or

	<p>Ventures Group Homes. This commitment ensures that vulnerable residents receive necessary recreational services locally, preventing the need for costly and inconvenient travel to larger municipalities like Kingston or Brockville.</p> <ul style="list-style-type: none">- Family and Youth Support: To directly address local family needs, we will offer structured youth fitness programs, camps, and activities before and after school hours. This serves as a vital component of childcare support for local families and instills lifelong health habits in the town's youth.- Fostering Social Cohesion: Gan Fitness will act as a true community hub by hosting teen and adult recreational opportunities, including organized leagues and drop-in times for popular activities like basketball, volleyball, and pickleball. This diversification of offerings creates organic social connections, reduces isolation, and makes the facility an attractive venue for multi-generational community activity. <ul style="list-style-type: none">● Improves Resident Health and Wellness: It provides the necessary infrastructure for physical activity, which is a key component of public health.
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	<p>Easy, local, access encourages residents—particularly seniors, youth, and families—to stay active.</p> <ul style="list-style-type: none"> • Supports Walkability and Active Transportation: Placing a gym within or adjacent to a residential area drastically reduces reliance on private vehicles for daily needs, encouraging walking or biking, which is key to creating a complete, sustainable community. • Enhances Property Value and Attractiveness: Proximity to high-quality amenities, especially those centered on health and lifestyle, is a major factor for prospective residents, increasing demand and stabilizing/boosting local property values. • Retains Local Spending: By offering a needed service locally, it prevents residents from traveling to other municipalities (like Kingston or Brockville) for exercise, directly keeping spending and economic activity within the town. <p>In essence, a well-planned gym functions as an essential piece of social infrastructure that supports municipal policy goals related to health, sustainability, and economic growth, making it a perfect fit for a residential area.</p>
<p>3.2.2.2 Non-Residential Uses- Local commercial uses such as small local retail plazas and convenience stores, schools,</p>	<p>Given the site's existing commercial use, the proposed change represents a</p>

<p><i>places of worship and community facilities are permitted in the Residential Policy Area. Existing non-residential uses shall be designated in the Development Permit By-Law. All new non-residential uses shall be subject to a Development Permit By-Law . Proposed nonresidential uses shall be reviewed to ensure compatibility with the existing and planned character, scale and adequate servicing. Proponents shall provide sufficient evidence to ensure that new development will not result in increased neighborhood traffic, noise or other emissions and will contribute to quality of life for local residents.</i></p>	<p>continuation rather than an intensification of activity. The anticipated traffic generation from a gym of this scale would be modest, particularly when compared to the peak, weekend operations of the flea market.</p> <p>Parking can be effectively managed within the site's capacity, and noise levels from indoor fitness activities will be negligible to adjacent properties. Also, moving the gym closer to the interior of the Town from its current location, will encourage members to walk or use alternative, non-automotive forms of transportation.</p>
<p><i>3.2.2.3 Waterfront Residential Development</i> <i>Residential development along the waterfront is permitted within the Residential Policy Area provided that waterfront development meets all relevant policies of this plan, including Lowertown Policies, Rural and Open Space policies, and Natural and Human Made Hazard Policies, as well as the provisions of the implementing Development Permit By-Lawhigh water mark Development Permit By-Law.</i></p>	<p>The Cataraqui Conservation Authority provided comments with regards to natural hazards under O.Reg 41/24. The CRCA does not object to the application.</p>

Development Criteria (Section 5.4.4 OP)

The proposed Gan Fitness redevelopment satisfies all relevant criteria outlined in Section 5.4.4 of the Official Plan, confirming the compatibility and appropriateness of the proposal for the site.

I. Access, Infrastructure, and Safety

Criteria	Compliance and Justification

1. Provision of Safe Access	Access is provided from River Street, identified as a local collector road on Schedule H of the OP.
2. Adequate Off-Street Parking	21 on-site parking spaces are provided, including two barrier-free space, located to the side and rear of the existing building, accessed from River Street.
3. Barrier-Free Access	Two barrier-free parking space is designated as required by the Development Permit By-law. Building additions will comply with the Ontario Building Code for full accessibility.
4. Emergency Vehicle Access	The proposed site layout meets all minimum standards to ensure the safe and efficient maneuvering of emergency vehicles for public and private property protection.
5. Availability of Municipal Services	No changes or upgrading to municipal services (water, sewer, fire, police, roads) are required for the building, thereby minimizing unnecessary infrastructure costs for the Town.
16. Physical Suitability of the Land	The site is physically suitable, offering adequate lot area and topography, sufficient access to River Street, municipal services, and adequate off-site parking to support the proposed commercial sports and recreation establishment.

II. Environmental, Stormwater, and Heritage Protection

Criteria	Compliance and Justification
6. Adequate Drainage/Stormwater Management	The Stormwater Management Report confirms that adequate drainage, stormwater management, and erosion control measures are planned or present on the site.

11. Protection of the Environment	The project avoids air, soil, or water pollution through the adaptive reuse of an existing commercial building. The SWM Report confirms no adverse impact on the Gananoque River will result.
12. Preservation of Trees	The subject site does not currently contain trees. The proposal enhances the site by planning the addition of six 50 mm caliper maple trees along the north lot line and River Street frontage.
14. Protection of Natural Resource Values	The development is sufficiently set back approximately 56 metres from the Gananoque River and will not pose adverse impacts to groundwater or surface water, preserving the natural heritage value of the watershed.
15. Conserving Cultural Heritage Resources	No cultural heritage resources are identified on or in proximity to the site as confirmed by the Town's Municipal Register.

III. Aesthetic, Landscaping, and Safety Enhancements

Criteria	Compliance and Justification
8. Landscaping, Privacy, and Setbacks	The 56 m setback from the Gananoque River, coupled with proposed landscaping and the French drain, ensures adequate separation from natural features and development constraints (noise/vibration).
9. Adequate Exterior Lighting	Sufficient exterior lighting will be provided for both the building and the parking area to enhance safety and usability after dark.
10. Control of Signs	Any on-site signage will be scaled appropriately to be in character

and Advertising	with the intended use and surrounding neighborhood.
17. Safety and Security Criteria	The development incorporates sufficient lighting, clear signage, and clear lines of sight. The adaptive reuse and complementary mix of uses (commercial, residential, open space) are appropriately located. Pedestrian routes will be provided within the site to ensure accessibility and safety near the building and parking areas.

4.0 Compatibility and Site Analysis

This section analyzes the site-specific measures taken to ensure the commercial use operates harmoniously within the surrounding Residential neighbourhood.

4.1 Land Use and Aesthetic Compatibility

- **Controlled Use:** The site-specific zoning will permit **only** a Fitness and Recreation Centre, avoiding the possibility of higher-impact commercial uses, thereby providing regulatory certainty to the neighbourhood.
- **Scale and Massing:** The building maintains its low, single-storey profile, respecting the scale of the surrounding residential buildings.
- **Built Form Transition:** The most significant changes (additions) are concentrated on the **eastern portion of the site**, furthest from the residential properties to the south.

4.2 Transportation, Parking, and Access

- **Traffic Generation:** Traffic is expected to be lower than the former flea market, with demand spread throughout the day, minimizing peak congestion.
- **Parking Provision:** The site will provide adequate on-site parking for the proposed additions. 21 spaces, including 2 barrier-free parking spaces are included. This capacity will be sufficient to accommodate staggered member use.
- **Active Transportation:** Direct proximity to the Gananoque Trail System is a major mitigating factor, promoting active transportation and reducing reliance on vehicular trips

4.3 Environmental and Operational Mitigation

Concern	Mitigation Measure
Waterfront Protection	The approx 56 meter setback from the Gananoque River and a dedicated stormwater management plan ensure compliance with Conservation Authority requirements.
Noise	All high-impact activities will occur within the fully enclosed, insulated building. All mechanical equipment will meet Municipal Noise By-law requirements.
Light Pollution	All exterior lighting will be full cut-off (down-lit) and fully shielded to prevent light spillage onto adjacent residential properties.
Hours of Operation	The site-specific zoning will cap daily hours of operation (e.g., 5:00 AM – 930 PM) to limit late-night traffic and activity in the residential area.
Landscaping	A 3-meter wide landscape buffer with evergreen and deciduous plants will be implemented along the southern property line to screen and provide transition to the residential neighborhood.

5.0 Development Permit (Zoning)

Provision Category	Requirement (single detached)	Requirements (Duplex)	Apartment	PROPOSAL
1. Lot Area (minimum)	464 sq m	557 sq m	930 sq m	2640 sq m
2. Lot Coverage (maximum)	35%	35%	35%	24%
3. Lot Frontage (minimum)	15 metres	18m	24 m	55.9m
4. Front Yard Setback (minimum)	6.0 m	6 m	6m	0m
5. Exterior Side Yard Setback (minimum)	4.5 m	4,5 m	4.5m	0m

6. Interior Side Yard (minimum)	1.2 m	1.2m	1.2m	20.1 m
7. Rear Yard Depth (minimum)	7.5 m	7.5m	6.5m	56m
8. Building Height (maximum)	11.0 m	11.0 m	20 m	9.6m

Site Planning and Justification for Zoning Amendments

The proposed Gan Fitness redevelopment is being handled in a technically sound manner that respects the site's history while significantly improving its overall aesthetic and functionality. Crucially, the following three zoning amendments are **technical in nature** and are required primarily to recognize the existing footprint of the building and the current condition of the site.

1. Minimum Setback Amendments (Front and Interior Side Yards)

Amendment Request	Required Setback (Residential)	Existing Condition	Justification and Proposal

Front Yard Setback (River Street)	6m	0 m	The amendment recognizes the existing 0-metre setback of the current building. It allows for a small addition to the front of the building to establish a proper, accessible new entrance . This is a technical amendment to permit the building's continued use and necessary accessibility improvements.
Interior Side Yard Setback (North Lot Line)	1.2 m	0 m	The amendment recognizes the existing 0-metre setback from the north lot line. It will allow for a necessary addition to the rear of the building (away from River Street) for improved operational space. This is a technical amendment to allow the building's continued location and functional expansion.

2. Landscaped Open Space Reduction Justification

The proposed design uses significantly **less coverage** than the zoning maximum, ensuring the facility remains low-density with ample space for parking, buffering, and landscaping, thereby preventing the site from appearing crowded or overbuilt. It is requested to recognize the existing condition of the site, where a portion of the front yard along River Street and the eastern area (near the Gananoque River) is **currently gravelled**, rather than landscaped open space.

- **Recognition of Existing Condition:** This amendment is purely to recognize the existing gravelled condition of the site. It does not permit the expansion of any existing non-landscaped area, nor does it require the removal of any existing vegetation, as none is currently present.
- **Stormwater Management:** The accompanying Stormwater Management Report confirms that the implementation of recommended measures, including the installation of a French drain in the eastern portion of the site, will ensure stormwater flows are maintained to pre-development levels. This negates any potential adverse effects of the gravelled area on runoff.
- **Aesthetic Impact:** The front yard extending toward the Gananoque River is located to

the rear of the existing commercial building, meaning impacts on neighborhood character are not anticipated.

3. Proposed Site Improvements (Net Benefit)

The redevelopment incorporates significant improvements that result in a net benefit to the streetscape and the residential neighborhood:

- **Net Increase in Landscaping:** A 3-metre wide landscape strip is proposed along the south lot line, resulting in a net increase in landscaped open space on the overall site.
- **Enhanced Streetscape:** Six 50 mm caliper maple trees are proposed for planting—two along the River Street frontage and four along the north property line adjacent to the Waterfront Trail—to ensure an attractive and green streetscape.
- **Parking Provision:** 21 on-site parking spaces are proposed, including two barrier-free spaces, which will be appropriately located east of the proposed addition.
- **Pedestrian Safety:** A concrete pedestrian walkway is proposed along the south side of the building, providing a separated, safe path of travel from the accessible parking area to the main entrance.

6.0 Conclusion

Summary of Justification

This Planning Rationale has demonstrated conclusively that the application for a site-specific discretionary use for the Community-Oriented, Fitness and Recreation Centre at 145 River Street represents an ideal planning solution for the Town of Gananoque.

The proposal achieves full conformity with the Town's Official Plan objectives for health, efficiency, and community well-being, all while respecting the Committee's direction to maintain the underlying Residential Zoning fabric. The comprehensive compatibility controls—including the commitment to 24% lot coverage (well below the 35% maximum), the provision of 21 on-site parking spaces, and the proposed net increase in landscaping—ensure the use will be low-impact and seamlessly integrated into the neighborhood.

By adaptively reusing a functionally-obsolete commercial building, Gan Fitness will:

- Function as a vital Community Health Hub, not a generic commercial gym, offering specialized, inclusive programs for seniors, youth, and developmental service groups.
- Support municipal sustainability goals by promoting walkability and active transportation through its interior location.
- Deliver lasting economic, health, and social benefits to the Town, filling the void left by past recreational facility closures and ensuring local spending remains in Gananoque.

The proposed rezoning to allow a gym at 145 River Street represents a thoughtful, well-aligned, and community-enhancing use of the site. It meets all key planning criteria related to land-use compatibility, accessibility, efficient use of existing services, and direct support for community well-being. This project is a necessary and highly desirable investment in the social infrastructure of the neighborhood.

**GAN FITNESS
145 RIVER STREET
GANANOQUE, ON**

STORMWATER MANAGEMENT REPORT



**EASTERN ENGINEERING GROUP INC.
APEX BUILDING
100 STROWGER BLVD, SUITE 207
BROCKVILLE, ON
K6V 5J9**

MARCH 2025

REVISION RECORD					
REV	DESCRIPTION	PREPARED BY			
0	PEER REVIEW COMMENTS	CJ	2025-11-19		
1					
2					
3					

1.0 PROJECT BACKGROUND

The project involves a new addition to the existing building at 145 River Street and revision to the site with additional gravel parking area. The building expansion is 210 m² at the rear of the building and a new entry addition of 31 m². The gravel parking area is 1167 m².

The report is a summary of data, calculations, design and support documentation required for the stormwater management of the site.

2.0 LOCATION

The property is located at current 145 River Street, Gananoque.

3.0 SERVICING

The existing building is serviced via municipal sanitary and water from the adjacent streets. There will be no increase or change in servicing for the building. The existing water is a 150mm dia service to the property for fire protection.

The existing sanitary location could not be confirmed but there is an existing service to the building draining by gravity to the Town infrastructure.

4.0 DRINKING WATER SOURCE PROTECTION

As per Cataraqui Region Conservation Authority, portions of the site are in an area identified as a significant groundwater recharge area (SGRA) and Highly Vulnerable Aquifer (HVA). As mandated by the Clean Water Act (2006), the Source Protection Plan identifies significant activities that are considered to be drinking water threats.

A review of the proposed use of the site confirms that the activities planned on the site will not be a threat or risk to the groundwater. There will be no chemical handling or storage of any

items listed in the Cataraqui Source Protection Plan. The proposed use of the site is a fitness centre.

5.0 EXISTING CONDITIONS

The area being redeveloped currently does not have any stormwater management facilities in place. The existing parking lot drains easterly towards the Gananoque River on the site. There is no controlled outlet currently.

The intent of the stormwater management plan presented herein is to mitigate any negative impact that the proposed development will have on the Town sewer system and neighbouring properties.

6.0 SEDIMENT AND EROSION CONTROL PLAN

To control sediment and erosion during construction the following shall be adhered to:

1. Before proceeding with any area grading the silt fence must be constructed where indicated.
2. Silt control fence shall be installed where shown and maintained until the completion of the landscaping.
3. Catchbasin silt traps are to be installed at all catchbasins off site where runoff can drain.
4. Accumulated silt to be removed off site prior to removal of the silt control fence.
5. Contractor to clean adjacent roads on a regular basis to the satisfaction of the Town.
6. The silt fence must be inspected weekly and immediately after rainfall events for rips or tears, broken stakes, blow outs (structural failure) and accumulation of sediment. The silt fence must be fixed and/or replaced immediately when damaged. Sediment must be removed from silt fence when accumulation reaches 50% of the height of the fence.
7. Upon completion of landscaping all sediment and erosion control measures shall be removed.
8. No construction activity or machinery shall be beyond the silt fence.
9. All earth or topsoil stockpiles shall be surrounded with a sediment control fence.

The Contractor shall be responsible for monitoring and maintaining the sediment and erosion control facilities until re-vegetation is complete.

The Sediment and Erosion Control Plan shall be considered a ‘living document’ that may need to be changed or adjusted during the life of the project to be effective.

7.0 PROPOSED STORMWATER MANAGEMENT DESIGN

The stormwater management for the new commercial development and parking area will be done via grading and use of low impact development to contain and treat stormwater runoff before leaving the site.

The intent of stormwater management is to limit the Post-development drainage runoff to the 5 year Pre-development conditions. The existing site has no stormwater management in place with no storm sewers. The proposed works will contain all runoff on the parking area.

The proposed SWM facilities are shown on the C1. Storage will be provided on site for the 2 through 5 year events, using infiltration trench and surface.

8.0 QUALITY– BEST MANAGEMENT PRACTICES

The site is less than 2 ha, using the Stormwater design manual, Section 4.1.1, and will be treated as a smaller developed area and recommend Lot Level and Conveyance Controls should be allowed for the site.

The flow from the site will follow natural drainage paths towards the east and Gananoque River. To help with water quality, Best Management Practices and Low Impact Development strategies are addressed by the rural nature of the development which includes the following factors:

Infiltration

Designing water flow paths in a longer shape will help with the removal of sediment and keeping temperature of the water lower. The flow path from the parking area to the infiltration trench is a low sloped gravel area. The gravel will and infiltration area allow for infiltration.

Preserve areas of undisturbed soil and vegetation

Areas that can retain their natural soils and current conditions should be included in the planning. The area of undeveloped treed area at the east end will be preserved to accommodate all runoff from the site.

Lot level Controls

At the lot level, the effects of runoff reduction measures are enhanced by minimizing lot grades to promote natural infiltration. Due to the natural topography or relief of the site, the existing grading of the entire site will be maintained and thus allowing natural filtration and absorption to continue while maintaining base flows and reducing TSS levels.

Conveyance Control

The use of low gradient grassed areas where possible is one of the best conveyance controls available.

Treatment Method

The treatment method will be best management practices included an infiltration area outside the floodplain setback. This also acts as a large buffer strip between the gravel parking area and the Gananoque river.

Treatment Area

This area has been designed and grades so all new surfaces drain to the grass areas around the development. The parking area is graded to flow to the grass swales and infiltration areas. The intent of the design is to provide a normal level of protection as defined by the MOE Stormwater Management Planning and Design Manual, March 2003 for the area being developed into a storage area.

9.0 LOW IMPACT DEVELOPMENT

As the practice of SWM has evolved, increasing emphasis has been placed on treating the runoff as close as possible to the source using a sequence of treatment methods called a “treatment train approach” and Best Management Practices. As a result, Low Impact Development (LID) approaches were established to mimic the existing natural hydrologic environment and to allow the rainwater to infiltrate, filter, and evaporate close to the source. Typical LID practices include rainwater harvesting, green roofs, downspout disconnection,

soak-away pits, infiltration trenches and chambers, bio-retention, vegetated filter strips, enhanced grass swales, and permeable pavements.

Based on the type of proposed development the LID features for the site, downspout disconnection involves directing the runoff from roof leader downspouts to a pervious area, which drains away from the building. This gives an opportunity for the runoff to infiltrate before it reaches the Gananoque River.

Additionally, grass swales will be implemented in line before the infiltration area on the site to provide quality control of stormwater. It will be constructed at gentle gradient to promote absorption and infiltration, as well as providing some opportunity for particle filtration.

The gradient of the system will be enough to ensure the continuous flow of stormwater, minimizing standing water. Outlet flow controls will be provided to attenuate the flows and meet the quantity control objectives. Details regarding the outlet controls are included in this report, with the placement, sizing, and elevations.

10.0 QUANTITY – PRE-DEVELOPMENT

The site will be considered a treed area prior to the parking lot expansion. The runoff coefficient for the existing areas are calculated using the areas and assumed C for the lands.

The C_{avg} for the 5 year Pre- are calculated as follows:

Runoff Coefficient Calculation:			
PRE DEVELOPMENT			
Surface	C	Area (m2)	Area (ha)
Gravel	0.60	383.000	0.04
Grass	0.35	1863.100	0.19
Asphalt/Concrete	0.90	0.00	0.00
Building	0.90	393.61	0.04
Pasture Lands	0.28	0.00	0.00
Average C = 0.468284016		SUM:	0.26

POST DEVELOPMENT			
Surface	C	Area (m2)	Area (ha)
Gravel	0.60	1167.00	0.12
Grass	0.35	779.00	0.08
Asphalt/Concrete	0.90	0.00	0.00
Building	0.90	632.82	0.06
Pasture Lands	0.28	0.00	0.00
Average C = 0.60		SUM:	0.26

C_{pre} was calculated to be 0.47. C_{post} is 0.66

Drainage Area for Qpre					
Pre Runoff C =	0.468284016				
Area =	0.264	ha			
5 YEAR					
Time (min)	mm*ha/hr to L/s	C	I (mm/hr)	A (ha)	Q (L/s)
5	2.78	0.47	155.10	0.264	53.299
10	2.78	0.47	95.50	0.264	32.818
15	2.78	0.47	71.90	0.264	24.708
20	2.78	0.47	58.63	0.264	20.147
25	2.78	0.47	50.16	0.264	17.238

The allowable flow from the full site based on the pre-development 5 year storm event is **24.708 L/s**.

The water quantity objective for the storage area is to not exceed the existing stormwater flows from this area. The flow is limited to the pre-development runoff rates. Please note that it is widely recognized that the rationale method typically overestimates peak runoff flows and as a result is an extremely conservative prediction method. Any facilities that are sized using results from the rationale method are expected to function in “real world” conditions.

11.0 QUANTITY - POST DEVELOPMENT

The post development flows are calculated using Modified Rationale method for various times and rainfall intensities, to determine the stormwater storage requirements for each area.

11.1 Drainage Area 1

The post development runoff coefficient is 0.60 for 5 year event. The rainfall intensity is taken using tables from rainfall intensity of the property is calculated from the IDF curves available at MTO IDF Curve Finder, and the rainfall intensity values for Gananoque.

POST DEVELOPMENT			
Surface	C	Area (m2)	Area (ha)
Gravel	0.60	1167.00	0.12
Grass	0.35	779.00	0.08
Asphalt/Concrete	0.90	0.00	0.00
Building	0.90	632.82	0.06
Pasture Lands	0.28	0.00	0.00
Average C =		SUM:	0.26

The allowable release rate from Drainage Area 1 is 24.708 L/s (5 year).

Drainage Area for Qpost								
Post								
Runoff C =		0.66						
Area =		0.26			ha			
5 YEAR						Allowable Release		
			I					Storage
Time (min)	mm*ha/hr to		(mm/hr	A (ha)	Q (L/s)	Allowed	Net	Reqd
	L/s	C)			Discharge	Runoff	(m3)
5	2.78	0.598	155.10	0.264	68.075	24.708	43.367	13.010
10	2.78	0.598	95.50	0.264	41.916	24.708	17.208	10.325
15	2.78	0.598	71.90	0.264	31.557	24.708	6.849	6.165
20	2.78	0.598	58.63	0.264	25.732	24.708	1.024	1.229
25	2.78	0.598	50.16	0.264	22.016	24.708	-2.692	-4.038
100 YEAR						Allowable Release		
			I					Storage
Time (min)	mm*ha/hr to		(mm/hr	A (ha)	Q (L/s)	Allowed	Net	Reqd
	L/s	C)			Discharge	Runoff	(m3)
5	2.78	0.598	259.00	0.264	113.677	24.708	88.969	26.691
10	2.78	0.598	159.50	0.264	70.006	24.708	45.298	27.179
15	2.78	0.598	120.20	0.264	52.757	24.708	28.049	25.244
20	2.78	0.598	97.65	0.264	42.860	24.708	18.152	21.782
25	2.78	0.598	83.55	0.264	36.670	24.708	11.962	17.943
30	2.78	0.598	74.00	0.264	32.479	24.708	7.771	13.988

Therefore, based on Modified Rationale Method, the storage requirement for Drainage Area 1 for 5 year storm event is 13.01 m³ and for the 100 year storm is 27.18 m³. The storage will be in an underground infiltration trench.

11.0 STORAGE PROVIDED

The stormwater storage requirements for the new development for the commercial building is 27.18 m³. The site storage requirements are achieved with the use of an infiltration trench at the east end of the gravel areas. The area of the French drain is 75 m². The volume is calculated by area x depth (0.91) x 40% voids in clear stone for 27.3 m³.

Outlet control is achieved with use of subdrains from the infiltration area to the slope at the river edge. The subdrain will be 100mm dia which will drain the infiltration area during large storm events. Each subdrain is sloped to allow for 12 L/s in full flow velocity.

12.0 WINTER OPERATION

During the winter months, snow will be stored in areas designated as snow storage area. If accumulation is above normal, snow will be removed from the site and parking lot. Regular maintenance of the parking lot in spring to remove accumulated sand will be required.

13.0 MAINTENANCE

Refer to Appendix A for Maintenance Procedures.

Prepared by:

Eastern Engineering Group Inc.

100 Strowger Boulevard, Suite 207

Brockville, ON K6V 5J9

Colin A. Jardine, P. Eng

November 19, 2025



MAINTENANCE PROCEDURES

APPENDIX A

Maintenance procedure:

a. Basin Berm Grass Cutting

A regularly scheduled program of mowing and trimming of the grass at SWMFs during the growing season will help to maintain a tightly knit turf and will also help to prevent diseases, pests, and the intrusion of weeds. The actual mowing requirements of an area should be tailored to the specific site conditions, grass type, and seasonal variations in the climate. In general, grass should not be allowed to grow more than 1 to 2 inches between cuttings. Allowing the grass to grow more than this amount prior to cutting it may result in damage to the grass growing points and limit its continued healthy growth. At a minimum, once per month (if needed) mow the side slopes and berm area of the basin.

b. Grass Maintenance

Grassed areas require periodic fertilizing, de-thatching, and soil conditioning in order to maintain healthy growth. Additionally, provisions should be made to re-seed and re-establish grass cover in areas damaged by sediment accumulation, storm water flow, or other causes.

c. Vegetative Cover

Trees, shrubs, and ground cover require periodic maintenance, including fertilizing, pruning, and pest control in order to maintain healthy growth.

d. Removal and Disposal of Trash and Debris

A regularly scheduled program of debris and trash removal from SWMFs will reduce the change of outlet structures, trash racks, and other components becoming clogged and inoperable during storm events. Additionally, removal of trash and debris will prevent possible damage to vegetated areas and eliminate potential mosquito breeding habitats. Disposal of debris and trash must comply with all local, county, state, and federal waste flow control regulations. Only suitable disposal and recycling sites should be utilized.

e. Sediment Removals and Disposal

Accumulated sediment should be removed before it threatens the operation or storage volume of a SWMF. Disposal of sediment must comply with all local, county, state, and federal regulations. Only suitable disposal sites should be utilized. The sediment removal program in infiltration facilities must also include provisions for monitoring the porosity of the sub-base, and replacement or cleansing of the

pervious materials as necessary. Agencies such as the Ministry of the Environment, Conservation and Parks should be contacted for information on disposal regulations.

f. Infiltration Trench and Storm basin Maintenance

A program of monitoring the proper functioning of the infiltration basin should be established. Silt and or sediment accumulation, vegetative growth, and animal populations should be monitored on a regular basis. The timely removal of silt or sediment accumulation, proper mowing of grass and observation of animal damage can prevent more serious problems from occurring. Raking or tilling by light equipment can assist in maintaining infiltration capacity and break up clogged surfaces.

As a minimum, four (4) times per year (quarterly): Inspect for clogging and excessive debris and sediment accumulation. Remove sediment (if needed) when basin is completely dry.

As a minimum, two (2) times per year: Inspect for signs of damage to structures, repair eroded areas, check for signs of petroleum contamination, and remediate.

As a minimum, once per year: Inspect basin for unwanted tree growth, remove and replace as necessary any areas of damaged vegetation.

After every storm exceeding one (1) inch of rainfall, inspect and, if necessary, remove and replace damaged vegetation areas to restore the original infiltration rate.

g. Inspection

Regularly scheduled inspections of the SWMF should be performed by qualified inspectors. The primary purpose of the inspections is to ascertain the operational condition of embankments, outlet structure, and other safety-related aspects. Inspections will also provide information on the effectiveness of regularly scheduled preventative and aesthetic maintenance procedures and will help to identify where changes are warranted. Finally, the facility inspections should be used to determine the need for and timing of corrective maintenance procedures. In addition to regularly scheduled inspections, an informal inspection should be performed during every visit to a SWMF by maintenance or supervisory personnel.

h. Reporting

The recording of all maintenance work and inspections provides valuable data on the facility condition. Along with the written reports, a chain of command for reporting and solving maintenance problems and addressing maintenance needs should be established. All inspection reports and records shall be retained for a minimum of five (5) years.

i. Structural Repairs

Structural damage to outlet and inlet structures and headwalls from vandalism, flood events, or other causes must be repaired promptly. At a minimum, once per month (if needed) stabilize eroded banks and repair erosion at structures. Equipment, material, and personnel must be available to perform these repairs on short notice. The analysis of structural damage and the design and performance of structural repairs shall only be undertaken by qualified personnel.

j. Embankment and Slope Repairs

Damage to basin embankments, and side slopes as well as stone forebay embankment must be repaired promptly. At a minimum, once per month (if needed) stabilize eroded banks and replace stone. Typical problems include settlement, scouring, cracking, sloughing, seepage and rutting. Equipment, materials and personnel must be available to perform these repairs on short notice. The immediacy of the repairs will depend upon the nature of the damage and its effects on the safety and operation of the facility. The analysis of damage and the design and performance of geotechnical repairs should only be undertaken by qualified personnel.

k. Dewatering

It may be necessary to remove ponded water from within a malfunctioning Infiltration Basin SWMF. This ponding may be the result of a blocked principal outlet (detention facility), inoperable low-level outlet (retention facility), loss of infiltration capacity (infiltration facility), or poor bottom drainage. Portable pumps may be necessary to remove the ponded water temporarily until a permanent solution can be implemented.

l. Erosion Repair

Vegetative cover or other protective measures are necessary to prevent the loss of soil from the erosive forces of wind and water. Where a re-seeding program has not been effective in maintaining a non-erosive vegetative cover, or other factors have exposed soils, to erosion, corrective steps should be initiated to prevent further loss of soil and any subsequent danger to the stability of the facility. Soil loss can be controlled by a variety of materials and methods, including riprap, gabion lining, sod, seeding, concrete lining, and re-grading. The Ministry of the Environment, Conservation and Park can provide assistance in recommending materials and methodologies to control erosion.

m. Elimination of Trees, Brush, Roots, and Animal Burrows

Large roots can impair the stability of dams, embankments and side slopes and animal burrows. Burrows can present a safety hazard for maintenance personnel. Trees and brush with extensive woody root systems should be completely removed from dams and embankments to prevent their destabilization and the creation of

seepage routes. Roots should also be completely removed to prevent their decomposition within the dam or embankment. Root voids and burrows should be plugged by filling with material similar to the existing material, and capped just below grade with stone, concrete, or other material. If plugging of the burrows does not discourage the animals from returning, further measures should be taken to either remove the animal population or to make critical areas of the facility unattractive to them.

n. Snow and Ice Removal

Accumulations of snow and ice can threaten the functioning of SWMF, particularly at inlets, outlets, and emergency spillways. Providing the equipment, materials, and personnel to monitor and remove snow and ice from these critical areas is necessary to assure the continued functioning of the facility during the winter months.

File: 9027

November 19, 2025

Town of Gananoque
30 King Street East
Gananoque, Ontario
K7G 1E9

Re: Peer Review and CRCA comments
Gan Fitness Centre

Please find below our responses to the comments from the above submission:

Jewell Engineering Comments September 12, 2025

SWM Report Comments:

- 1) The site area is shown as 2,640m², of which 383m² is gravel, 1,863m² is grassed and 394m² is covered by buildings. Post-Development conditions will increase the gravel area to 1,839m², buildings to 633m² and reduce landscaped areas to 168m². Overall, the runoff coefficient is expected to increase from 0.47 to 0.66. The site plan drawings show proposed concrete sidewalk that does not appear to be included in the surface coverage calculations. This should be reviewed.
The areas have been updated with setback requirements by CRCA comments.
- 2) Report page 7? (pages are not numbered), section 10.1 states that the post-development runoff coefficient is 0.80 for the 5 year event. This is assumed to be a typo – the chart following that statement shows the calculation of 0.66.
Updated typo and numbered pages for clarity.
- 3) The water quality treatment Section 8.0 refers to lot level and conveyance controls, as well as BMPs and LIDs. This section introduces a list of measures that are stated to be addressed by the ‘rural nature of the development’. Many of the measures appear to be carry overs from another report. Please review the description of each measure that is being used and make sure they apply. As an example, the conveyance control subsection promotes the ‘low gradient grassed areas’ as ‘one of the best conveyance controls available’ but the design does not appear to include any. For clarity, this describes the grassed bottoms and side slopes and their benefit as filters and for promotion of infiltration.
Report was updated. New sections added.
- 4) Water quality is intended to achieve Normal treatment levels. The measures referenced to achieve Normal are mostly not present. How will the site achieve Normal targets? If the site is relying on the north landscaped area – consider that the grading of this area shows that any flow from this area would drain northeast to the trail. It would not direct drainage to the French drain. A portion of the parking lot will drain to the landscaped area and not the French drain (see existing grade)

84.52m will drain to 84.19m. The 84.61m and 84.58m closer to the French drain will obstruct drainage to the French drain. If the site is relying on the south landscaped area – no part of the site will drain to it. Do not suggest that the gravel parking lot is the BMP that is relied on for quality control. What remains then is the French drain area that appears only to be sized for quantity controls.

Grading has been revised so all water on the parking area site is directed to the infiltration area. The north area is not part of the property and water is now directed away from the property line.

- 5) Section 10 calculates the storage requirements as 15m³ for the 5-yr and 31.4m³ for the 100-yr. Section 11 references the storage requirements as 33m³. This is assumed to mean ‘storage provided’
Report has been updated and typo fixed.
- 6) Section 12 describes how the site will perform in the winter. It references the catch basins, manholes, ditches and swales. None of these features are proposed.
Report has been updated.
- 7) Section 16 references the maintenance requirements. The section appears to offer no specific instruction on maintenance. Instead it appears to instruct the owner to develop a maintenance plan. Provide maintenance instruction for the French drain.
Maintenance procedures included in appendix.
- 8) Review the section numbering (sections 13 to 15?).
Corrected numbering.
- 9) Quantity storage is stated to be achieved using the infiltration trench. However, reliance on an infiltration trench requires that the designer also verify that the infiltration technology will empty within 48 to 72 hours. What soil conditions are present? What groundwater conditions? What is the depth to bedrock?
Infiltration trench acts as storage and infiltration. The volume is achieved for the 100 year storm event at 5 year release rate. It is expected that stormwater will infiltrate when possible and flow through the control subdrains in larger events to the Gananoque River.

Drawing Comments:

- 10) The existing conditions drawing appears to show the existing sidewalk area extends to the limits of the proposed building. The existing gravel area appears to cover significantly more of the site than is listed in the SWM report tables. Conversely, the coverage of the landscaped areas appears to be much less in existing conditions. The drawing also appears to show proposed features such as the “new landscaped area”, Proposed Landscaped / Mulch Area”, “gravel area” and grading. Please clearly display the actual existing conditions on the C0 dwg.
The Existing conditions plan has been updated.
- 11) The Site Plan drawing (C1) shows four proposed trees. Some of these appear to be proposed within the gravel area. Is this intended? The concrete sidewalk is all shown to be proposed. Please confirm how much sidewalk exists and how much will be added.
Trees have been relocated outside the gravel area. The existing sidewalk will be replaced with new addition and a new sidewalk.
- 12) The grading plan suggests that the grassed area in the front of the building likely drains toward River Street.

- The area is uncontrolled and not being changed. Existing conditions maintained.*
- 13) Similarly, the “proposed landscaped / mulch area” appears to drain to the trail – not to the “french drain” area.
Modified grading to keep water on site.
- 14) How does the current building drain? It appears the north half of the building drains offsite to the trail and would not stay within the property limits. This also affects the overall SWM calculations. Drainage from the roof over the new extension should be clearly explained and any instruction on roof drains should be noted on the drawings.
Roof drains will be directed to the parking lot. Any new runoff from the addition will be sloped to the parking lot. Existing drainage on existing roof is not being modified. Building was constructed on the property line not allowing any modifications on Town property.
- 15) The position of the existing building with respect to the property line is dimensioned on the site plan, except along the frontage of River Street. Here the existing building appears to encroach onto the ROW.
Correct, existing conditions.
- 16) Correct the BM elevation to 86.94m.
Corrected typo
- 17) Please identify the materials proposed for the ‘french drain’.
Detail added to C2.
- 18) Please provide a cross-section showing how the French drain will be constructed. The site plan indicates some double dashed lines extending from the French drain to the river. Are these piped outlets / sub drains? How will these be terminated at the river? What sediment and erosion controls will be proposed here?
Added silt fence along east edge of construction. Details of drain added. Rip Rap with silt fabric wrapped.
- 19) Will the landscape buffers be created with a certain depth of topsoil and seed? Or sod?
Any modified areas outside the property will be reinstated with topsoil and seed.
- 20) Will the existing fence in the north landscaped area be removed and replaced along the property line?
Yes, fence will be left in place. Moved or relocated as necessary.
- 21) Will the French drain be constructed inside or outside of the fenced area?
French drain area relocated outside 10m setback. Will be constructed around the fence.
- 22) There is a proposed elevation of 86.50m in the middle of the south entrance. It does not seem to fit with the surrounding existing grades. Please review.
Grades updated.
- 23) Show the proposed finished floors on the site plan drawing. Show the locations of the entrances. Show the sidewalk elevation at the entrances. What is the elevation difference between the sidewalks and the gravel?
Sidewalk is flush with gravel. Grades added.
- 24) Show proposed elevations around the extension. Existing grades are 84.96m to 85.20m in this area. Is a sidewalk required here for accessibility?
Doors proposed added to drawing.

1. Encroachment of material and grading is not permitted within/below the 83.3 m flood plain. The proposed “French Drain” will need to be revised so that it is entirely outside this elevation and no changes are made in the flood plain.
Please revise the drawings to demonstrate this.
Revised location of the infiltration French drain. Top of basin area is 85.00 and bottom is at 84.09m.
2. **Please confirm the distance from the French Drain area to the toe of the shoreline slope.** This feature and associated placement of material and grading will need to be at least 10 metres from the toe.
Moved outside the 10 metre setback and labelled setback.
3. Please confirm if existing trees and vegetation along the shoreline slope will be retained and what, if any, removals will occur.
Only works in the setback are the subdrains shown. No removal of vegetation is proposed.
4. As is standard, Cataraqui Conservation requests that drainage area maps be provided in the SWM Report for both predevelopment and post development conditions. **Please revise.**
The drainage area plans are added.
5. Cataraqui Conservation guidelines require quantity control be provided for the minor through regulatory return periods (2 year through 100 year), it hasn’t been demonstrated that control will be achieved up to the 100-year predevelopment allowable release rate. **Please revise.**
Quantity control done with use of subdrains.
6. On-site stormwater storage should be provided for the 5 through the 100-year events, it is not clear if this is the case. **Please address.**
On site quantity control with the use of French drain for the 100 year storm.
7. Please indicate on the plans and in the report where surface storage will occur.
Please revise.
Revised to remove surface storage.
8. In response to comment 1, above, if the storage capacity/function of the French Drain is reduced due to revisions to get it outside the flood plain, the designer will need to modify this area so that necessary capacity is still provided. **Please address.**
Storage is achieved.
9. Calculations should be provided within the report to prove the underground infiltration trench and surface storage will provide sufficient storage for up to the 100-year event. **Please revise.**
Dimensions added to report for calculations of storage volume. 75m² x 0.91m deep with 40% voids.
10. Please illustrate the location and type of erosion and sediment controls in the drawings.
Added silt fence to drawing
11. **Please indicate the location of snow storage for the site on the drawings.**
Snow storage added to plan.

Yours truly,

EASTERN ENGINEERING GROUP INC.

A handwritten signature in black ink, appearing to read 'C. Jardine'.

Colin Jardine, P. Eng.