



AGENDA

REGULAR MEETING OF THE TOWN OF CARLETON PLACE

Tuesday, February 23, 2021, 6:00 p.m.

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Recommended Motion:

THAT the Agenda be approved as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. APPOINTMENT BY-LAW - OFFICE OF COUNCILLOR

1. By-law No. 30-2021 - Appointment of Wesley Parsons (Office of Carleton Place Town Councillor)

5

Recommended Motion:

THAT By-law 30-2021 (Appointment of Wesley Parsons to the office of Carleton Place Town Councillor) be read a first, second and third time, and finally passed.

5. DECLARATION OF OFFICE AND OATH OF ALLEGIANCE

The Clerk will administer the Declaration of Office, as required by subsection 232(1) of the Municipal Act, 2001, to the newly appointed member of Council.

6. CLOSED SESSION

Recommended Motion:

THAT the Committee move into closed session at _____ p.m. to discuss matters subject to the Municipal Act, 2001, S.O. Section 239 (2):

(b) personal matters about an identifiable individual, including municipal or local board employees; and

(d) labour relations or employee negotiations

AND THAT Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey, Treasurer, and Elizabeth Hill and Erin Holl of Pesce & Associates, be permitted to participate in the Closed Session Zoom meeting.

• Pay Equity/Internal Equity Study Findings

Recommended Motion:

THAT Council return to regular session at _____ p.m.

7. RISE AND REPORT

8. APPROVAL OF MINUTES

1. Council Minutes

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Recommended Motion:

THAT the Council Minutes dated February 9th, 2021, be accepted as presented.

9. CONSENT REPORT

9

Recommended Motion:

THAT Council receive the Consent Report dated February 23rd, 2021.

10. MOTIONS

1. Review of Recreation and Culture Cost Sharing Agreement (Communication 132023)

Recommended Motion:

THAT Council approves retaining the services of Allan and Partners to undertake a review of the 1987 Howard Allan Recreation and Culture Cost Sharing Agreement with the upset cost of \$10,000 to be shared equally between the parties; and

THAT the budget deviation for the review is to be paid from the Town's year end surplus if any, and if not from Administration reserves; and

THAT Council authorizes sharing in the cost of a legal opinion with the Municipality of Mississippi Mills with respect to the legality of cost sharing in library services when a municipality provides its own library services.

2. Temporary Patios (Communication 132024)

Recommended Motion:

WHEREAS Resolution 13-131-06 was passed on June 23, 2020 to allow a total of (6) six parking space(s) immediately in front of businesses or expanded interlock bricked areas adjacent to the sidewalk to be used as patio or retail space on Bridge Street to be determined between the Town and the Downtown BIA; and

WHEREAS the Town also permitted the use of owner-owned parking space(s) in front of businesses to be used as patios in other areas of Town; and

WHEREAS the completion date for the use of patio space was set as October 13, 2020; and was further extended until October 31, 2020; and

WHEREAS the Town has been approached to permit temporary patios in 2021;

NOW THEREFORE Council approves permitting temporary patios in 2021 until October 31, 2021 in accordance with the terms and conditions established in 2020.

11. BY-LAWS

1. By-law No. 31-2021 (Amend Procedural By-law 117-2018)

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Recommended Motion:

THAT By-law 31-2021 (Amendment to Procedural By-law 117-2018, Reading of Part Lot Control By-laws and Duties of Striking Committee) be read a first, second and third time, and finally passed.

2. By-law No. 32-2021 (Amendment of Development Permit By-law 15-2015, Mississippi Residential Sector)

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Recommended Motion:

THAT By-law 32-2021 (Amendment to the Development Permit By-law 15-2015, Mississippi Residential Sector/Interim Control By-law) be read a first, second and third time and finally passed.

12. ANNOUNCEMENTS

1. Proclamations

Mayor Black

- Black History Month
- Lunar New Year

2. Pink Shirt Day - February 24, 2021

Councillor Atkinson

13. CONFIRMATORY BY-LAW

1. By-law No. 33-2021 - Confirmation of Council Proceedings

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Recommended Motion:

THAT By-law 33-2021 (Confirmation of Council Proceedings for February 23, 2021) be read a first, second and third time, and finally passed.

14. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at _____ p.m.

BY-LAW NO. 30-2021

BEING A BY-LAW TO APPOINT WESLEY PARSONS TO THE OFFICE OF COUNCILLOR FOR THE CORPORATION OF THE TOWN OF CARLETON PLACE

WHEREAS on January 26th, 2021, the Council of the Town of Carleton Place declared one (1) office of Councillor vacant; and

WHEREAS Section 263 (1) (a) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended (the “Act”) states that if a vacancy occurs in the office of a member of council, the municipality shall, subject to this section, fill the vacancy by appointing a person who has consented to accept the office if appointed; and

WHEREAS Section 263 (5) (1) of the Act states that within sixty (60) days after the day a declaration of vacancy is made with respect to the vacancy under Section 262 of the Act, the Municipality shall appoint a person to fill the vacancy under Section 263 (1) of the Act; and

WHEREAS Section 264 of the Act states that a person appointed or elected to fill a vacancy under Section 263 of the Act shall hold office for the remainder of the current Council term; and

WHEREAS the Council of the Town deems it necessary and expedient to appoint a person to fill the vacancy in the office of Councillor for the remainder of the current Council term;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. THAT Wesley Parsons be and is hereby appointed to fill the vacancy in the office of Councillor for the Town of Carleton Place, for the remainder of the current Council term.
2. THAT this by-law shall come into full force and effect on the date of its passing.

READ A FIRST TIME, SECOND TIME, THIRD TIME AND FINALLY PASSED THIS 23RD DAY OF FEBRUARY, 2021.

Doug Black, Mayor

Stacey Blair, Clerk

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, February 9, 2021, 7:00 p.m.

COUNCIL PRESENT: Mayor Black
Deputy Mayor Redmond
Councillor Seccaspina
Councillor Randell
Councillor Tennant
Councillor Atkinson

STAFF PRESENT: Diane Smithson, CAO
Stacey Blair, Clerk
Niki Dwyer, Director of Development Services

OTHERS PRESENT: Andrew Grunda, Consultant, Watson and Associates
Economists Ltd.

1. CALL TO ORDER

Mayor Black called the meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

Motion No. 3-132-01

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT the Agenda be approved as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None

4. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 3-132-02

Moved by: Councillor Randell

Seconded by: Councillor Seccaspina

THAT the Council Minutes dated January 26th and February 2nd, 2021,
be accepted as presented.

CARRIED

5. PRESENTATIONS

1. STATUTORY PUBLIC MEETING UNDER SECTION 12 OF THE
DEVELOPMENT CHARGES ACT, 1997 AS AMENDED

Andrew Grunda, Consultant, of Watson Economists and Consultants Ltd.

The presentation provided an update on the revised Development
Charges Background Study findings.

No members of the public had registered to speak to the matter.

6. CONSENT REPORT

Motion No. 3-132-03

Moved by: Councillor Atkinson

Seconded by: Councillor Seccaspina

THAT Council receive the Consent Report dated February 9th, 2021.

CARRIED

7. MOTIONS

None.

8. BY-LAWS

None.

9. ANNOUNCEMENTS

None.

10. CONFIRMATORY BY-LAW

1. By-law No. 29-2021 - Confirmation of Council Proceedings

Motion No. 3-132-04

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT By-law 29-2021 (Confirmation of Council Proceedings for February 9, 2021) be read a first, second and third time, and finally passed.

CARRIED

11. ADJOURNMENT

Motion No. 3-132-05

Moved by: Councillor Tennant

Seconded by: Councillor Randell

THAT the meeting be adjourned at 7:42 p.m.

CARRIED

Doug Black, Mayor

Stacey Blair, Clerk

Consent Report

Consent Items from the February 23, 2021 Committee of the Whole Meeting

Physical Environment

1. Quarterly Drinking Water Quality Management System Report
(Communication 132019)

THAT the 2020 4th quarter Drinking Water Quality Management System (DWQMS) Report be received as information.

Policy Review

2. 2021 Council Vacancy (Communication 132021)

THAT Council approves Option 1(a) of the Clerk's report dated February 9, 2021 and directs the Clerk to contact the next eligible candidate for the position of Councillor from the 2018 municipal election, subject to acceptance.

3. HR Policy Amendment - Service Recognition Program (Communication 132022)

THAT Council direct staff to amend the Town's HR Policy as it relates to Councillor years of service to allow for recognition of non-consecutive years of service.

BY-LAW NO. 31-2021

A BY-LAW OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AMEND PROCEDURAL BY-LAW 117-2018 TO ABOLISH THE STRIKING COMMITTEE AND TO DISPENSE WITH MULTIPLE PART LOT CONTROL BY-LAWS WITH A SINGLE MOTION;

WHEREAS, Section 238 (2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, requires that every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings; and

WHEREAS, the Committee of the Whole encompasses all members of Council and can perform the same functions as the Striking Committee; and

WHEREAS, Part Lot Control By-laws are administrative in nature and often numerous and could more efficiently be dispensed with by a single motion;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place hereby enacts as follows:

1. THAT Section 5.6 – Striking Committee be deleted; and
2. THAT Section 9.1.2 be amended by adding the following words “with the exception of Part Lot Control By-laws which shall be dispensed with in a single motion”.
3. This By-law shall come into force and effect on the date of its passing.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 23RD DAY OF FEBRUARY, 2021.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 32-2021

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AMEND BY-LAW 15-2015 BEING THE DEVELOPMENT PERMIT BY-LAW FOR THE TOWN OF CARLETON PLACE.

WHEREAS Section 70.2 of the Planning Act, R.S.O. 1990, Chapter P.13 authorizes local municipalities to pass a by-law to establish a development permit system to control land use development in the municipality; and

WHEREAS the Council of the Corporation of the Town of Carleton Place passed Development Permit By-law 15-2015 to regulate the development and use of lands within the Town; and

WHEREAS the Town of Carleton Place passed Interim Control By-law 51-2019, further amended by By-law 44-2020, to prohibit the development of townhomes, triplexes, quadplexes and apartment dwellings in excess of 28 feet within a defined area of the established neighbourhoods in the Town; and

WHEREAS the Town of Carleton Place commissioned a Neighbourhood Character Assessment for the subject area; and

WHEREAS the Town of Carleton Place accepted the recommendations of the Neighbourhood Character Assessment to amend the current Development Permit Policies in Section 4.2 of By-law 15-2015 to reflect the existing mature built form;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. That Section 4.2 of By-law 15-2015 is hereby deleted in its entirety and replaced with the provisions for the "Mississippi Residential Sector", a copy of which is attached hereto as Schedule 'A';
2. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the Planning Act, R.S.O. 1990, Chapter P.13.

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 23rd DAY OF FEBRUARY, 2021.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 32-2021

Schedule “A” The Amendment

All of this part of the document entitled Schedule A - THE AMENDMENT, consisting of the following explanatory text constitutes the “Mississippi Residential District Amendment” of the Town of Carleton Place Development Permit Bylaw.

The Amendment

4.3 MISSISSIPPI RESIDENTIAL SECTOR

The Mississippi District Residential Policy Area is an established older residential area which is composed of a mix of neighborhoods characterized by a range of housing types. The area, though dominated by single dwelling units, includes semi-detached, duplex, row townhouses and small apartment dwellings located on tree lined streets with several parks, schools, churches, local commercial uses and municipal amenities. The range of dwellings varies from modest single dwellings to stately heritage homes.

The purpose and intent of the following regulatory framework is to provide for appropriate development and redevelopment while recognizing existing neighborhood character and architectural styles.

4.3.1 PERMITTED USES

- Single Detached Dwellings
- Semi Detached Dwellings
- Existing Institutional Uses
- Existing Commercial Uses
- Parks

4.3.2 DISCRETIONARY USES

- Duplex Dwellings
- Townhouse Dwellings
- Quadplex Dwellings
- Triplex Dwellings
- Apartment Dwellings
- Seniors Residential Dwellings
- Bed and Breakfast Establishments
- Retirement Home
- Recreation Facilities
- Daycare – home-based
- Office, retail or personal services permitted on Victoria, Beckwith and Allan Streets

4.3.3 DEVELOPMENT STANDARDS

4.3.3.1 Single Detached Dwellings

STANDARDS	PROPOSED
Lot Area (minimum)	500m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	18 metres (60 feet)
Front Yard (absolute)	The median setback of adjacent properties
Exterior Side Yard (absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	Combined interior yards of 4.5m minimum with a minimum of 1.5 metres on one side (5 feet)
Rear Yard Depth (minimum)	8 metres (26.3 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	144 square metres (1550 square feet)
Building Height (maximum)	8.5 metres (28 feet)
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)
Additional Provisions	<ol style="list-style-type: none"> 1. The width of the garage and driveway shall not exceed 30% of the overall lot frontage. The main garage foundation shall be set back a minimum of 6.0 metres (19.6 feet) from the front or exterior side lot line. 2. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof.

4.3.3.2 Semi-Detached Dwellings

STANDARDS	REQUIREMENTS
Lot Area (minimum)	250m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	9 metres (29.5 feet)
Front Yard (absolute)	The median setback of adjacent properties
Exterior Side Yard (absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	3m (9 feet) No side yard shall be required along the common wall
Rear Yard Depth (minimum)	8 metres (26.3 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	72 square metres (830 square feet)
Building Height (maximum)	8.5 metres (28 feet)
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)

Additional Provisions	<ol style="list-style-type: none"> 1. The width of the garage and driveway shall not exceed 40% of the overall lot frontage. When considering the width of the garage calculation for semi-detached dwellings the overall percentage of coverage of any one block can be utilized. For the purposes of this calculation the overall garage width calculation can always be considered for the original block and will survive the severance process. The main garage foundation shall be set back a minimum of 6.0 metres (19.6 feet) from the front or exterior side lot line. 2. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof. 3. The driveway must not extend further than the exterior wall of the garage. 4. 50% of the total frontage for semi-detached units must have soft/green landscape elements.
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4.3.3.3 Duplex Dwellings

STANDARDS	REQUIREMENTS
Lot Area (minimum)	500m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	18 metres (60 feet)
Front Yard (absolute)	The median setback of adjacent properties
Exterior Side Yard (absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	Combined interior yards of 4.5m minimum with a minimum of 1.5 metres on one side (5 feet)
Rear Yard Depth (minimum)	8.0 metres (26.2 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	144 square metres (1550 square feet)
Building Height (maximum)	8.5 metres (28 feet)
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)
Additional Provisions	<ol style="list-style-type: none"> 1. The width of the garage and driveway for duplex dwellings shall not exceed 30% of the overall lot frontage. The main garage foundation shall be set back a minimum of 6.0 metres (19.6 feet) from the front or exterior side lot line. 2. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof.

4.3.3.4 Townhouse Dwellings

STANDARDS	REQUIREMENTS
Lot Area (minimum)	160m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	6 metres (20 feet)
Front Yard (minimum -absolute)	The median setback of adjacent properties
Exterior Side Yard (minimum absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	3m (9 feet) No side yard shall be required along the common wall
Rear Yard Depth (minimum)	8 metres (26.3 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	48.0 square metres (516.7 square feet)
Building Height (maximum)	8.5 metres (28 feet)
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)
Additional Provisions	<ol style="list-style-type: none"> 1. The width of the garage and driveway shall not exceed 50% of the overall lot frontage. The main garage foundation shall be set back a minimum of 6.0 metres (19.6 feet) from the front or exterior side lot line. 2. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof. 3. Notwithstanding the definition of "Dwelling – Townhouse" of the By-law, a "Townhouse" in the Mississippi Residential district shall be defined as follows: <i>"Means a building that is divided vertically into three or more dwelling units, but not more than 4, attached by common walls extending from the base of the foundation to the roof line, each dwelling unit having a separate entrance."</i> 4. All multi-unit residential dwellings shall be subject to a Class 3 Development Permit. 5. Each primary dwelling unit shall have a front facing entrance.

4.3.3.5 Tri-plex and Quad-plex Dwellings

STANDARDS	REQUIREMENTS
Lot Area (minimum)	600m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	24 metres (79 feet)

Front Yard (absolute)	The median setback of adjacent properties
Exterior Side Yard (absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	Combined interior yards of 4.5m minimum with a minimum of 1.5 metres on one side (5 feet)
Rear Yard Depth (minimum)	8.0 metres (26.2 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	192 square metres (2000 square feet)
Building Height (maximum)	8.5 metres (28 feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)
Additional Provisions	<ol style="list-style-type: none"> 1. No parking shall be allowed in either the front or exterior side yards. 2. All multi-unit residential dwellings shall be subject to a Class 3 Development Permit. 3. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof. 4. Pedestrian walks shall be not less than 1.2 metres (4.0 feet) in width and shall be provided wherever normal pedestrian traffic will occur. 5. Garbage and refuse pickup and other utility areas shall be provided and shall be located so as not to detract from the aesthetic character of the development and shall be enclosed and shielded from view by fencing, walls or shrubbery of at least 1.5 metres (5.0 feet) in height around the perimeter. 6. Approaches to multi-unit dwelling structures and entrance areas shall be landscaped with trees and attractive shrubs. Areas not used for buildings, drives and parking spaces shall be seeded or landscaped and shall be kept in an attractive condition. 7. The dwelling house shall have a single, central door on the front façade of the dwelling. Additional entrances may be permitted on the rear façade wall.

4.3.3.6 Apartment Dwellings

STANDARDS	REQUIREMENTS
Lot Area (minimum)	600m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	24 metres (79 feet)
Front Yard Build Within Area (absolute)	The median setback of adjacent properties
Exterior Side Yard Build Within Area (absolute)	The median setback of adjacent properties

Interior Side Yard (minimum)	Combined interior yards of 4.5m minimum with a minimum of 1.5 metres on one side (5 feet)
Rear Yard Depth (minimum)	8.0 metres (26.2 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	192 square metres (2000 square feet)
Building Height (maximum)	8.5 metres (28 feet)
No Encroachment Area from Front or Exterior Side Lot Line	2.5 metres (8.2 feet)
Additional Provisions	<ol style="list-style-type: none"> 1. All proposals for Apartment Dwellings and Seniors' Residential Dwellings shall be subject to a Class 3 Development Permit. 2. Should the dwelling exceed two storeys in height, all subsequent storeys shall be reduced to 50% of the gross floor area of the floor below and located wholly within the gable or dormers of the roof. 3. All development shall be serviced by a public water supply and a public sanitary sewage system. Development applications which propose development on private water and sewage systems shall not be approved. 4. Visitor parking spaces shall be delineated through signage. 5. A maximum of 40% of the lot area may be used for at grade parking. 6. All residential buildings containing more than four (4.0) dwelling units shall be required to be located on an arterial or collector roadway. Notwithstanding the foregoing, a residential building containing more than four (4.0) dwelling units may be permitted to be located on a local roadway but shall be required to gain approval from Council of a Class 3 Development Permit. 7. Off street parking areas shall not open directly on to a public street, but shall be provided with access drives or other controlled access. Access drives shall not serve as part of a specified parking area and shall be kept clear of parked vehicles. 8. Pedestrian walks shall be not less than 1.2 metres (4.0 feet) in width and shall be provided wherever normal pedestrian traffic will occur. 9. Garbage and refuse pickup and other multi-unit utility areas shall be provided and shall be located so as not to detract from the aesthetic character of the development and shall be enclosed and shielded from view by fencing, walls or shrubbery of at least 1.5 metres (5.0 feet) in height around the perimeter. 10. All telephone and electric service utilities shall

	<p>be underground in all multi-unit developments.</p> <p>11. All developments shall be provided with a liberal and functional landscaping scheme. Interior roads, parking areas and pedestrian walks shall be provided with shade trees which are of an appropriate size and character. Open space adjacent to buildings and malls between buildings that are to be utilized by residents and border strips along the sides of pedestrian walks shall be graded and seeded.</p> <p>12. Approaches to multi-unit dwelling structures and entrance areas shall be landscaped with trees and attractive shrubs. Areas not used for buildings, drives and parking spaces shall be seeded or landscaped and shall be kept in an attractive condition.</p> <p>13. Interior development roads, parking areas, dwelling entranceways and pedestrian walks shall be provided with sufficient illumination to minimize hazards to pedestrians and vehicles utilizing the same and shall, where necessary, be shielded to avoid distributing glares to occupants of buildings. Lighting shall be so arranged as to reflect away from adjoining properties.</p>
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4.3.4 Discretionary Use Provisions

1. Bed and Breakfast Establishments may be permitted subject to the following provisions:
 - i. All proposals are subject to a Class IA Development Permit approval stream;
 - ii. A full drawing set shall be required to be submitted for review and consideration prior to approval;
 - iii. The residential character of the neighbourhood shall be maintained.
 - iv. Adequate parking shall be provided as per Section 3.
 - v. The proposed development shall meet the regulatory, design and / or administrative requirements of the designation.
2. Retirement Homes are permitted subject to the development standards outlined in section 4.3.3.6 and the design requirements of Sections 13 and 14.
3. Home-Based Daycare Facilities shall be subject to a Class II Development Permit and shall be required to meet the development standards of the primary use outlined in Section 4.3.3 and the design requirements of Sections 13 and 14.

The Amendment

4.3 MISSISSIPPI RESIDENTIAL SECTOR

The Mississippi District Residential Policy Area is an established older residential area which is composed of a mix of neighborhoods characterized by a range of housing types. The area, though dominated by single dwelling units, includes semi-detached, duplex, row townhouses and small apartment dwellings located on tree lined streets with several parks, schools, churches, local commercial uses and municipal amenities. The range of dwellings varies from modest single dwellings to stately heritage homes.

The purpose and intent of the following regulatory framework is to provide for appropriate development and redevelopment while recognizing existing neighborhood character and architectural styles.

4.3.1 PERMITTED USES

- Single Detached Dwellings
- Semi Detached Dwellings
- Existing Institutional Uses
- Existing Commercial Uses
- Parks

4.3.2 DISCRETIONARY USES

- Duplex Dwellings
- Townhouse Dwellings
- Quadplex Dwellings
- Triplex Dwellings
- Apartment Dwellings
- Seniors Residential Dwellings
- Bed and Breakfast Establishments
- Retirement Home
- Recreation Facilities
- Daycare – home-based
- Office, retail or personal services permitted on Victoria, Beckwith and Allan Streets

4.3.3 DEVELOPMENT STANDARDS

4.3.3.1 Single Detached Dwellings

STANDARDS	PROPOSED
Lot Area (minimum)	500m ²
Lot Coverage (maximum)	50%
Lot Frontage (minimum)	18 metres (60 feet)
Front Yard (absolute)	The median setback of adjacent properties
Exterior Side Yard (absolute)	The median setback of adjacent properties
Interior Side Yard (minimum)	Combined interior yards of 4.5m minimum with a minimum of 1.5 metres on one side (5 feet)
Rear Yard Depth (minimum)	8 metres (26.3 feet)
Usable Landscaped Open Space in the Rear Yard (minimum)	144 square metres (1550 square feet)
Building Height (maximum)	8.5 metres (28 feet)
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)

BY-LAW NO. 33-2021

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its council; and

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9; shall be exercised by by-law; and

WHEREAS the Council for The Corporation of the Town of Carleton Place deems it expedient that the proceedings of meetings of Council be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. That the actions of the Council of the Corporation of the Town of Carleton Place at its meeting held on **February 23, 2021**, in respect to each report, motion, resolution or other actions recorded and taken by the Council at its said meeting, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
2. That the Mayor and appropriate Manager of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Town of Carleton Place referred to in the proceeding section;
3. That the Mayor and Clerk, and their designates, are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of the Corporation of the Town of Carleton Place to all such documents;
4. That the Treasurer, or designate, is hereby directed to execute any documents necessary on behalf of the Council of the Town of Carleton Place and to affix the corporate seal of the municipality to all such documents.
5. That this by-law shall come into effect upon final passage.
6. This by-law may be cited as the "**February 23, 2021 Confirmatory By-Law**"

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 23rd, DAY OF FEBRUARY 2021.

Doug Black, Mayor

Stacey Blair, Clerk