

COMMUNICATION 136005

Received From: Tyler Duval, RPP MCIP, M.PI, Senior Planner
Addressed To: Committee of the Whole
Date: January 28, 2025
Topic: DPA-02-2024 - Development Permit Amendment – Comrie Hills Subdivision
Applicant: Inverness Homes Inc.

BACKGROUND

This application relates to a Subdivision Application (9-T-23004) which received Draft Approval by the County of Lanark in July 2024. The County issued draft approval for the subdivision subject to the completion of several conditions. This application seeks to satisfy conditions 19 and 20:

19. *The Owner shall file a Development Permit Amendment application to amend Section 13 to establish a Building Inventory and provide building elevations for the subject lands and to re-designate Blocks 14, 15 and 16 to “Parks and Open Space”.*
20. *The Owner acknowledges that the concept plan described in the Urban Design Brief dated February 10, 2023 by Peter Mansfield Architect is conceptual only and is subject to further approval by a Development Permit Amendment to identify “stacked town homes” as a permitted use and establish performance standards in the “Residential Designation to the satisfaction of the Town of Carleton Place.*

Prior to the construction of any use on Block 13, a Development Permit Application shall be required with supporting studies and reports as identified at pre-consultation.

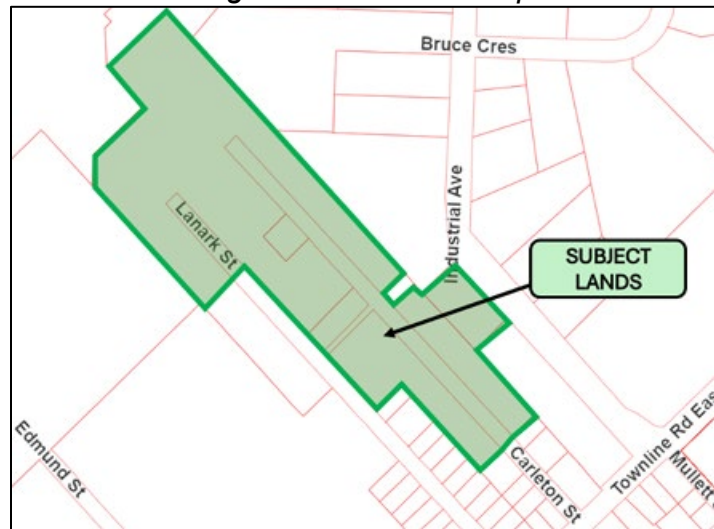
Purpose and Effect

The purpose of the amendment is to change the land use designations of the lands identified as the “Comrie Hills Subdivision” from “Residential” to “Residential - Special Exception 1”, “Residential - Special Exception 2” and “Parks/Open Space”. The amendment will also introduce a neighbourhood specific “Building Inventory” unique to this subdivision. The purpose of the “Residential Special Exception” provision is to establish site-specific performance standards unique to the design and fit of the design-built dwellings.

Description of the Subject Lands

The proposed amendment will impact all properties identified within the “Comrie Hills Subdivision” located north of Townline Road East along both Lanark and Carleton Streets.

Figure 1 – Context Map



The legal description of the subject lands is Part of Lot 1, Concession 7, Geographic Township of Ramsay, now Town of Carleton Place and Part of Lots 7 – 17, 19 – 27, 34 – 50, 53, 54, 68 – 81, 104 – 121, Park Lot D, and Part of Park Lots A – C, and Part of Carleton and Lanark Streets Registered Plan 346.

The site is located on the north side of Townline Road East to the west of the Dunlop Business Park. The subject lands are composed of an aggregate area of approximately 5.64 ha. The property is designated “Residential” in both the Official Plan and Development Permit By-law.

The site is adjacent to vacant lands making up the “Wintergreen Ridge Subdivision” which is still in the early phases of conception (former tree farm to the west). West of the site is the Dunlop Business Park. Lands to the north are owned by the Town and make up part of the Public Works’ operation yard.

Provincial Policy Statement (2024)

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As per Section 3(5)(a) of the Planning Act, R.S.O. 1990, all planning decisions must be consistent with the PPS.

The PPS encourages Municipalities to manage and direct land use activities in healthy, livable and safe communities by promoting efficient development patterns and accommodating an appropriate range and mix of land uses within the settlement area (Policy 2.3.1(1)).

Healthy livable communities in Settlement Areas will be composed of a range of uses supportive to the long-term needs of the community and will be encouraged to take the form of intensified redevelopment where appropriate for the context of the community (Policy 2.3.1(2)).

In considering the merits of the Development Permit Amendment application, staff conclude that the proposal is consistent with and has regard for the Provincial Policy Statement.

County of Lanark Sustainable Communities Official Plan

The County of Lanark Official Plan delineates the Town of Carleton Place as a Settlement Area. Section 2.3, Settlement Area Policies, encourages efficient development patterns in Settlement Areas to optimize the use of land, resources, infrastructure and public service facilities. Further, the plan states that local land use policies shall be further elaborated in local Official Plans (Town of Carleton Place Official Plan).

Local land use policies shall provide for mixed use development including residential, commercial, employment lands, parks and open space and institutional uses are in areas designated as a settlement area in local Official Plans.

In considering the merits of the Development Permit Amendment application, staff conclude that the proposal is consistent with and has regard for the County's Sustainable Communities Official Plan.

Official Plan (2015) (as amended by OPA 08)

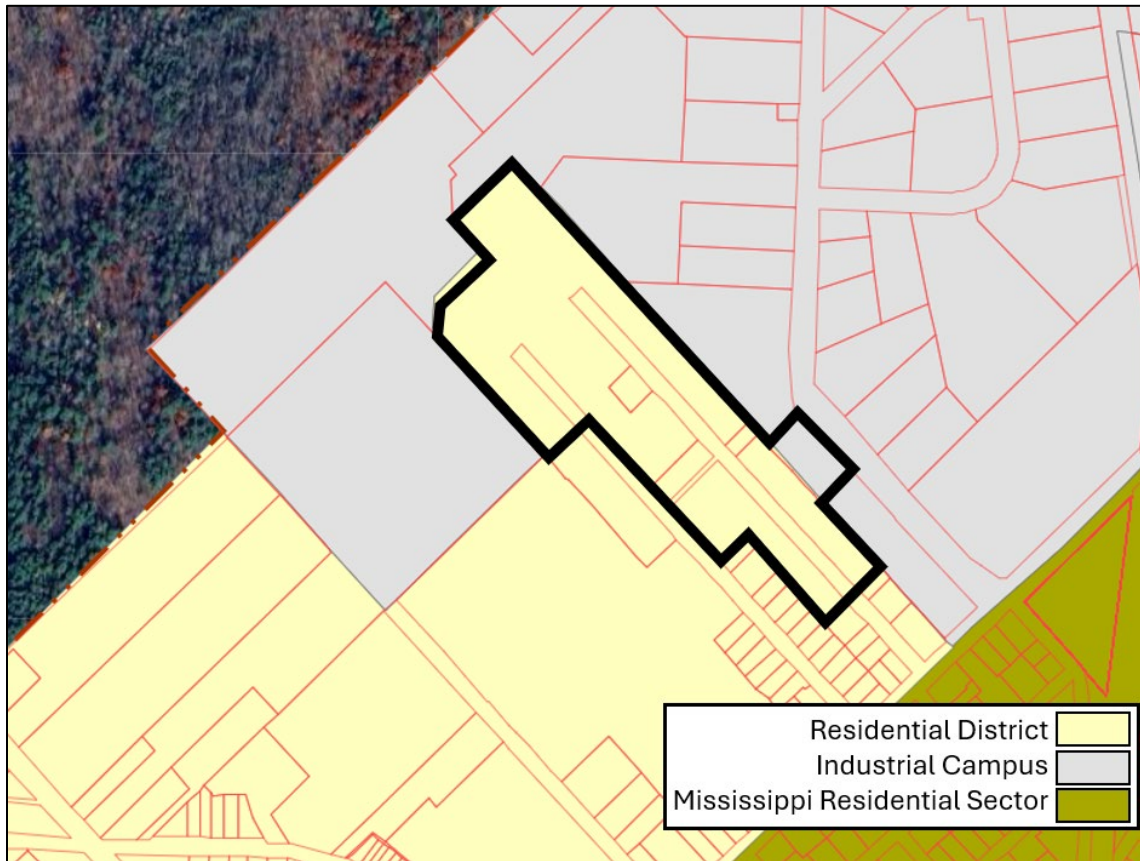
Section references are provided based on the amended OPA unless otherwise specified

The Carleton Place Official Plan (OP) was established to achieve a vision of measured and balanced growth within the community. Guiding principals outlined in the plan include the affirmation that growth and development will occur through sustainable and economically viable land use development patterns which will include a broad range of uses and a balanced mix of appropriate residential densities (Policy 1.3).

The subject lands are designated "Residential District" in the Official Plan (Section 3.5). The District is intended to permit a range of housing options as well as amenities such as schools, parks, recreation facilities and community uses. New developments are also encouraged to meet the design principles of "15 Minutes Cities" by providing living, working, commerce, health care, education and entertainment uses within a 15-minute walk (Section 3.5.1).

One block of the subject lands (Block 4 on the Draft Plan of Subdivision) is designated Industrial Campus in the Official Plan. This block was created as part of consent application B18-125 (severance) and was always meant to be a stormwater management block for any residential development to occur to the west of the Industrial Campus. This block is a low point and the natural drainage area for the surrounding lands. The Town has previously confirmed with the applicants that a stormwater retention pond would be appropriate in this location.

Figure 2 – Official Plan - Schedule A



The Official Plan permits a range of residential uses with the caveat that the Town's Development Permit By-law permit them. The nature of this Development Permit Amendment is to consider a new use to the Residential District, as such, the proposed uses of this DPA are in conformity with the Official Plan's policies.

This application seeks to bring the subdivision proposal into compliance with Policy 3.5.3(2)(c) of the Official Plan, by re-designating the parkland and stormwater retention blocks to the appropriate Development Permit Areas.

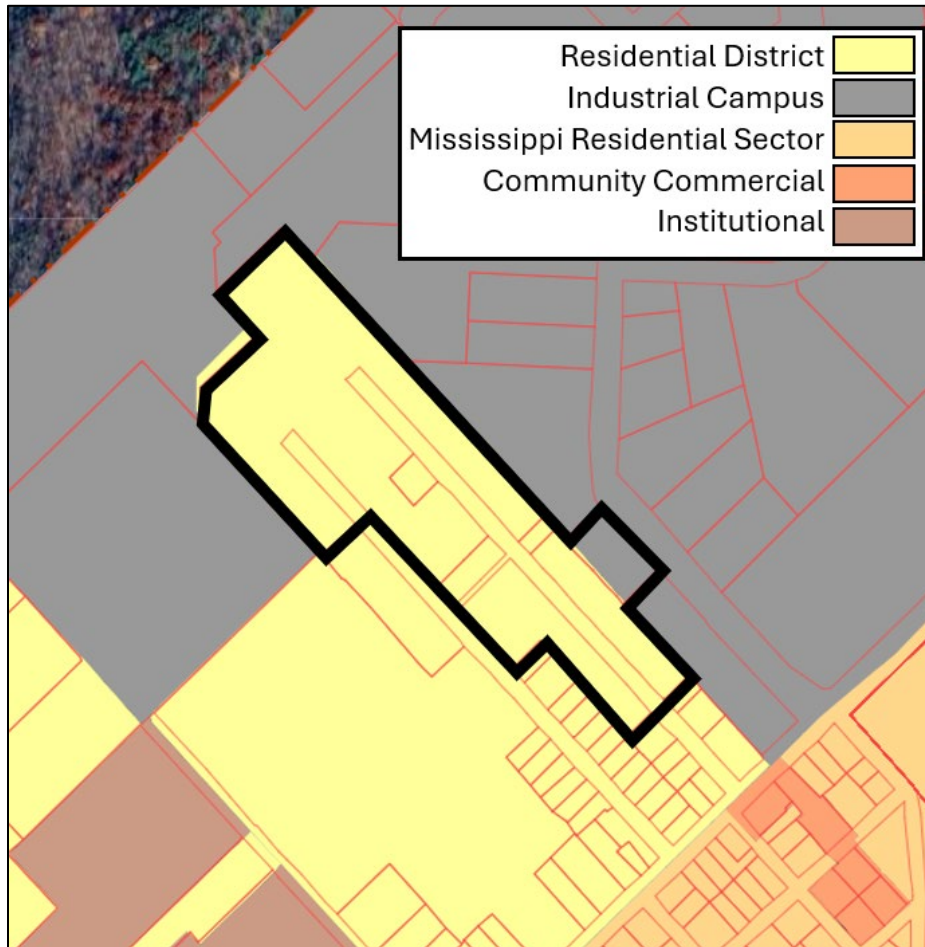
In considering the merits of the Development Permit Amendment application, staff conclude that the proposal is consistent with and has regard for the Town of Carleton Place Official Plan, as amended.

Development Permit By-law (2015):

The subject property is presently identified as "Residential District" in the Development Permit By-law, with a single block comprising part of the "Industrial Campus".

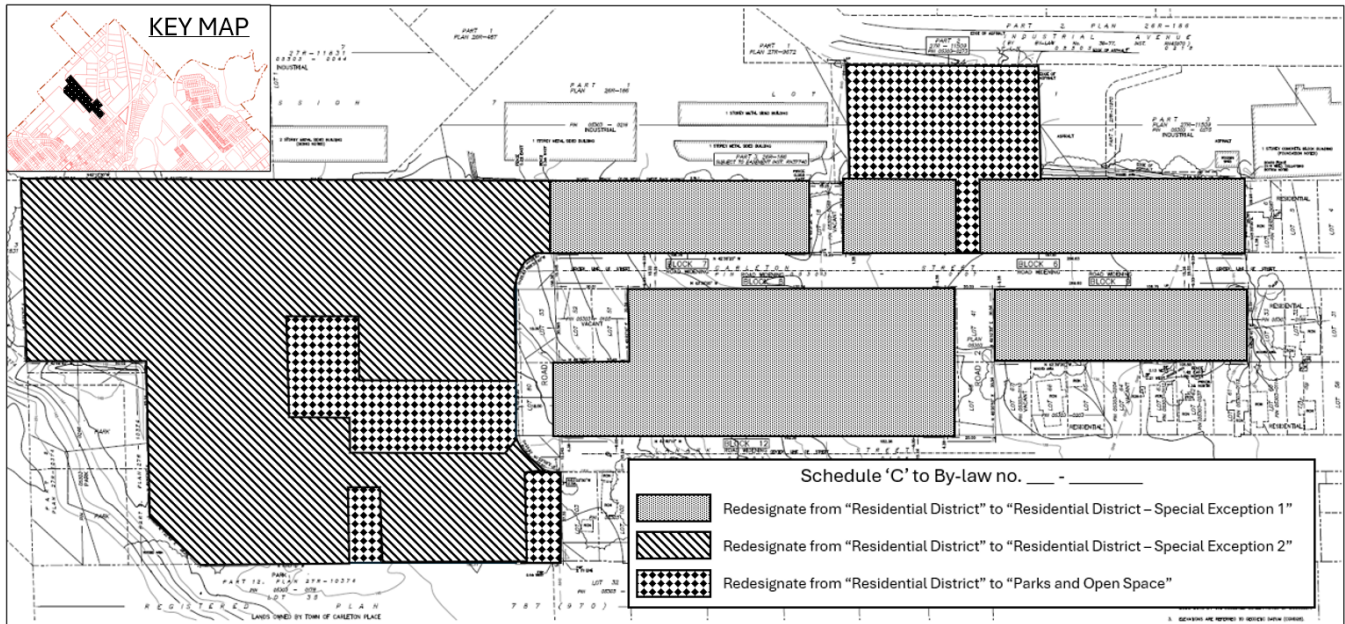
The purpose of the Residential District is to provide an array of residential uses ranging from single detached dwellings to four-storey apartment dwellings.

Figure 3 – Development Permit Bylaw – Schedule ‘A’



As the proposed Comrie Hills plan of subdivision includes the recognition and development of blocks of land which will not be for residential purposes, it is necessary to amend the Development Permit By-law Schedule ‘A’ to recognize the blocks in more appropriate land use categories. As such, the Development Permit Amendment seeks to designate draft plan Blocks 4, 5, 14, 15 and 16 as “Parks/Open Space” (as shown on Figure 4 below). Seeing as these blocks will be used as parkland and stormwater management, there are no anticipated site-specific provisions proposed as part of the amendment.

Figure 4 – Proposed Development Permit Area Amendment



During the subdivision review, the applicant noted that the residential provisions of the “Residential District – Special Exception 1” would be beneficial to the proposed design of certain models throughout the development. Rather than processing multiple individual Class 1A development permits at the time a building permit is filed for a non-compliant lot, as was the case in the previous subdivision (Miller’s Crossing Subdivision), staff recommended the applicant propose new performance standards which could be evaluated and considered by the Town on a neighbourhood-wide level. This process provides the same level of review of the appropriateness and impact of the variations without the administrative burden of undertaking the same review several times over, each time a variation is required.

The “Residential District – Special Exception 1” Development Permit Area was previously approved for the McNeely Landing Subdivision. The nature and intent of this Development Permit Area is to permit the same range of dwelling types as the Residential District, however there are some variations to the “standard” Residential District. As mentioned, rather than apply for multiple Class 1A Development Permits (for minor variances within a plan of subdivision), the applicant is seeking to apply the following provisions for the special exception lands in the Comrie Hills Subdivision:

Table 1 – Single Detached Dwellings

SITE PROVISIONS	REQUIREMENTS	REQUESTED
Lot Area (min)	Nil	
Lot Coverage (max)	60%	
Lot Frontage (min)	10.6 m	
Front Yard Build Within Area	4.5 m min 7.5 m max	
Exterior Side Yard Build Within Area	4.5 m min 7.5 m max	4.5 m min 8.5 m max
Interior Side Yard (min)	1.2 m	
Rear Yard Depth (min)	7.5 m	7.0m
Usable Landscaped Open Space in the rear yard (min)	50.0 m ²	
Building Height (max)	11.0 m	
Minimum Dwelling Unit Area	92.9 m ²	
No Encroachment Area from front or exterior side lot line	2.5 m	
Parking Spaces	2 spaces per dwelling unit	
The interior width of the garage for single detached dwellings shall not exceed 50% of the overall lot frontage.	The interior width of an attached garage may exceed 50% of the overall lot frontage, provided a driveway leading to an attached garage does not extend further than the exterior wall of the garage.	
At least fifty percent (50%) of the total lot frontage must have soft/green landscape elements such as grass, trees and shrubbery.	Lots with a frontage of 13m or less shall have a minimum of 30% of the total lot frontage as soft/green landscape elements. With the exception of driveways and pathways, the lot frontage shall be required to provide soft and green landscape elements such as grass, trees and shrubbery.	

Table 2 – Semi-detached Dwellings

SITE PROVISIONS	REQUIREMENTS	REQUESTED
Lot Area (min)	Nil	
Lot Coverage (max)	60%	
Lot Frontage (min)	7.5 m, per unit	
Front Yard Build Within Area	4.5 m min 7.5 m max	4.5 m min 8.5 m max
Exterior Side Yard Build Within Area	4.5 m min 7.5 m max	
Interior Side Yard (min)	1.2 m	
Rear Yard Depth (min)	7.5 m	7.0m

Usable Landscaped Open Space in the rear yard (min)	40.0 m ²	
Building Height (max)	11.0 m	
Minimum Dwelling Unit Area	92.9 m ²	
No Encroachment Area from front or exterior side lot line	2.5 m	
Parking Spaces	2 spaces per dwelling unit	
The interior width of the garage for semi-detached dwellings shall not exceed 50% of the overall lot frontage.	The interior width of an attached garage may exceed 50% of the overall lot frontage, provided a driveway leading to an attached garage does not extend further than the exterior wall of the garage.	
At least fifty percent (50%) of the total lot frontage must have soft/green landscape elements such as grass, trees and shrubbery.	Lots with a frontage of 13m or less shall have a minimum of 30% of the total lot frontage as soft/green landscape elements. With the exception of driveways and pathways, the lot frontage shall be required to provide soft and green landscape elements such as grass, trees and shrubbery.	

Table 3 – Townhome Dwelling Units

SITE PROVISIONS	REQUIREMENTS	REQUESTED
Lot Area (min)	Nil	
Lot Coverage (max)	60%	
Lot Frontage (min)	5.5 m, per unit	
Front Yard Build Within Area	4.5 m min 7.5 m max	4.5 m min 7.5 m max
Exterior Side Yard Build Within Area	4.5 m min 7.5 m max	
Interior Side Yard (min)	1.5 m	
Rear Yard Depth (min)	6.5 m	
Usable Landscaped Open Space in the rear yard (min)	30.0 m ²	
Building Height (max)	11.0 m	
Minimum Dwelling Unit Area	83.1 m ²	
No Encroachment Area from front or exterior side lot line	2.5 m	
Parking Spaces	2 spaces per dwelling unit	
The interior width of the garage shall not exceed 70% of the overall lot	The interior width of an attached garage may exceed 70% of the overall lot frontage, provided a	

frontage.	driveway leading to an attached garage does not extend further than the exterior wall of the garage.
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 and shall be even with or set back from the front of the dwelling.	Notwithstanding the required setback from the main front wall of the dwelling, the main garage foundation shall be setback a minimum of 6.0 metres from the front lot line.
No existing provision	Townhouse dwellings are exempt from complying with the Front Yard Build within Area standards where impacted by curved streets.

The proponent has also requested variations to the following provisions in Section 3.32 (Permitted Projections) and Section 15 (Definitions):

Table 4 – General Provisions to be Varied

REQUIREMENTS	REQUESTED
Unenclosed porches under 3.0 m in height may project no closer than the minimum required setback for the main building from the front, interior and exterior side lot line.	Unenclosed porches under 3.0 m in height may project up to a maximum of 0.5 m into a required interior or exterior side yard provided they do not contravene easements.
1 metre (3.2 feet) into any required front, rear or side yard and a maximum width of 3 metres (9.8 feet). Not permitted in no-encroachment zone.	Piers, brick returns and other ornamental features may project a maximum of 0.5 m into a required interior or exterior side yard provided they do not contravene easements.
Means the exterior wall of the building, excluding the front wall of an attached garage, and all structural members essential to the support of a fully enclosed space or roof, that faces the front lot line.	Main Front Wall shall mean part of an exterior front-facing façade of a building including walls at or above the first storey, porches and main entrances that are located closest to the front lot line but excluding an attached garage.

Further to the “Residential District – Special Exception 1” request, the applicant has applied to identify Block 13 of the draft plan of subdivision as “Residential District – Special Exception 2”. The purpose of the “Special Exception 2” would be to permit a new site-specific residential land use to the Development Permit Area, being a Planned Unit Development (PUD).

This Development Permit Amendment, proposed that for Block 13 of the Cormie Hills Subdivision, a PUD be a permitted use, as described:

“Means two or more individual buildings composed solely of residential units. A PUD may include private driving aisles throughout the site.”

Moreso, the Amendment proposed a set of development standards specific to a PUD. The proposed provisions to apply to a Planned Unit Development are proposed as follows:

Table 5 – Planned Unit Development – Performance Standards

PROVISION	STANDARD
<p>Notwithstanding the permitted uses of Section 6.1, on the lands designated “Residential District – Special Exception 2” a Planned Unit Development (PUD) shall be considered a permitted use.</p>	
<p>The following provisions shall apply to the development of a Planned Unit Development:</p>	
<p>Minimum Lot Area</p>	<p>Nil</p>
<p>Minimum Lot Frontage</p>	<p>35 metres</p>
<p>Minimum Front Yard Setback</p>	<p>4.5 metres</p>
<p>Exterior Side Yard Setback Range</p>	<p>4.5 metres (minimum) 7.5 metres (maximum)</p>
<p>Minimum Interior Side Yard Setback</p>	<p>1.5 metres</p>
<p>Minimum Rear Yard Setback</p>	<p>7.5 metres</p>
<p>Maximum Building Height</p>	<p>14 metres</p>
<p>Minimum Landscaped Open Space (including; balconies, patios, rooftop gardens and other applicable amenity spaces deemed appropriate by Town Staff)</p>	<p>15 m² / per residential unit (landscaped open space must be located within a 20 metre radius of the residential unit it is addressed to)</p>
<p>Parking</p>	<p>1.25 spaces per residential unit</p>
<p>Visitor Parking</p>	<p>0.25 spaces per residential unit</p>
<p>Parking – Additional Provision</p>	<p>Unless Accessible through interior pathways (e.g. underground parking areas), each residential unit shall have a dedicated parking space within a 60 metre radius of the unit.</p>
<p>Maximum At-Grade Parking Area</p>	<p>40% of the total lot area (only considers parking stalls, excludes circulation aisles)</p>
<p>Accessory Buildings</p>	<p>Maximum of 1 accessory building per dwelling unit. The development standards of accessory building and structures shall be in accordance with the General Provisions section of the by-law.</p>
<p>Maximum Continuous Building Façade Length</p>	<p>22 metres (applicable to any individual residential unit or series of townhouse units)</p>
<p>Additional Provisions</p>	<p>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.</p> <p>All surfaces, other than green space,</p>

must be asphalt or other hard landscaping materials as per Section 3.30.

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.

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.

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.

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.

Although only considered as conceptual as this time, the applicant has provided a concept site plan which illustrates a Planned Unit Development under the proposed development standards of Table 5. A copy of the site plans is appended to this report.

Finally, the application also seeks to amend the Development Permit By-law to introduce a neighbourhood specific Built Form Inventory (Section 14). The current Built Form Inventory does not identify the subject lands as they are presently vacant and do not exhibit any buildings or structures. The inventory includes a summary of the urban design aesthetic employed by Inverness Homes Inc. in the creation of the community and will be used in the future to evaluate applications which may require further planning approvals.

In considering the merits of the Development Permit Amendment application, staff conclude that the proposal is consistent with and has regard for the Town of Carleton Place Development Permit By-law 15-2015.

Comments Received

Staff have circulated the application in accordance with the provisions of the Planning Act and the Official Plan. Notice was posted on the Town's website and included in the municipal daily e-newsletter as no local newspaper having community wide circulation is in print. Notice was also circulated to prescribed agencies and public bodies electronically.

The statutory Open House was conducted on January 7, 2025. Five (5) members of the general public attended the Open House session.

The statutory Public Meeting was conducted on January 14, 2025 and no delegates registered to speak, although one (1) resident did speak, drawing attention to the written submission they had made but not specifically posing any new questions.

Staff received two (2) written emails from residents requesting general information about the amendment. The nature of the questions and comments were very much to do with the subdivision process and the studies/conditions related to the Comrie Hills Subdivision Application rather than to this Development Permit Amendment (which is merely a condition of the Subdivision's Draft Approval). Staff provided responses to the inquiries and no further comments were received.

No comments were received resulting from the electronic circulation to prescribed agencies and public bodies.

SUMMARY

Having reviewed and assessed the proposed Amendment, staff are satisfied that the proposal complies with the provisions of the Provincial Policy Statement 2024, conforms to the policies of the County and Town's Official Plans and satisfies the applicable sections of Development Permit By-law 15-2015.

As there are no outstanding or unaddressed comments and concerns raised by members of the public, staff are satisfied that the proposal will not result in negative impacts within the local

community.

STAFF RECOMMENDATIONS:

THAT Council pass a by-law to amend Development Permit By-law 15-2015 in accordance with DPA-02-2024 for the Comrie Hills Subdivision as outlined in the report by the Senior Planner dated January 28, 2025.