

COMMUNICATION 131134

Received From: Niki Dwyer, RPP MCIP, Director of Development Services
Addressed To: Committee of the Whole
Date: November 10, 2020
Topic: Public Meeting Summary Report – Housekeeping Amendment

BACKGROUND

Staff commenced the formal public consultation process under the Ontario Planning Act respecting a “Housekeeping Amendment” and update of the existing Development Permit By-law in January 2020. Pending the request by Council for further consultation with the public regarding the proposed amendment, the processes were put on hold until September 2020.

Following a Virtual Town Hall meeting with development and builder stakeholders in September 2020, Council provided direction to reinstate the statutory public process to undertake the amendment.

The existing Development Permit By-law was approved by Council in 2015 and has not been subject to substantial amendment since that time. The 2020 Amendment was proposed to: clarify existing policies that have been subject to misinterpretation, add additional definitions, and update the policy to be consistent with legislative changes enacted by the Province of Ontario.

A track-change copy of the proposed amendment has been made available for the public on the Town’s [website](#).

COMMENT

Housekeeping Amendments are a recommended practice and in some cases are statutory requirements to ensure that planning policy is consistent and in conformity with the Official Plan, Provincial Policy Statement and Planning Act. As a result, it is strongly encouraged that Council proceed with the present Housekeeping Amendment to bring the Development Permit By-law in compliance with applicable law.

Generally, the amendments proposed as part of this application fall into the following categories:

Type of Change	Example of Change in draft by-law
Amendments to conform to provincial legislation	Introduce provisions for “additional residential units” per More Homes More Choice legislation
Correct errors and omissions in the existing text	Correct references to “Ontario Municipal Board” to “Local Planning Appeal Tribunal”

Provide clarity to existing provisions	<p>Clarify that “soft/green landscape elements” includes grass, trees and shrubbery.</p> <p>Clarify that “garage width” is to be measured as the interior width of the garage.</p>
Consolidated uses in land use designations which have previously been permitted by Permit applications	Include “bar/pub” as permitted uses in the Downtown District;
Provide administrative clarity	<p>Clarify type of applications subject to development permit classes</p> <p>Reference requirements for Design Briefs to demonstrate compliance with Section 14 provisions</p>
Consolidate previous amendments	Removal of Class IV permit references
Establish new provisions	<p>Introduce new provisions which provide distinction for setbacks of “permitted projections” based on varying heights</p> <p>Introduce provisions respecting “accessible parking” spaces</p>

Staff has circulated the Housekeeping Amendment application in accordance with provisions of the Planning Act and an Open House was conducted prior to the statutory Public Meeting. The Open House was attended by two (2) participants seeking general information regarding the amendment. No objections or material comment were provided pertaining to the amendment.

At this time, written comments have been received from six (6) individuals and a summary of all public comments received will be consolidated and analyzed for Council’s consideration following the receipt of comments at the Public Meeting this evening.

ERRORS AND CORRECTIONS

It has been noted by a stakeholder that the published track-change draft still refers to a requirement for a 9m front yard setback for townhome dwellings as previously proposed by staff. This provision was incorrectly included in the circulated draft and will be removed in the final document presented to Council. For the sake of clarity, staff did not wish to re-publish an

amended track-change copy in the midst of public consultation, but the error has been noted for the record.

STAFF RECOMMENDATION:

THAT Council receives the Public Meeting Summary Report for information and have regard for public comments received at the public meeting.