

<b>1.0 INTRODUCTION</b>	<b>4</b>
<b>1.1 ROLE OF THE OFFICIAL PLAN</b>	<b>4</b>
<b>1.2 STRUCTURE OF THE OFFICIAL PLAN</b>	<b>4</b>
<b>PART 2 – VISION AND OBJECTIVES</b>	<b>6</b>
<b>VISION</b>	<b>6</b>
<b>GOALS AND OBJECTIVES:</b>	<b>6</b>
<b>PART 3 – GENERAL POLICIES</b>	<b>7</b>
<b>PART 4 - LAND USE DESIGNATIONS</b>	<b>9</b>
<b>4.1 VILLAGE CORE</b>	<b>9</b>
4.1.1 OBJECTIVES	9
4.1.2 PERMITTED USES	9
4.1.3 POLICIES	9
<b>4.2 VILLAGE RESIDENTIAL</b>	<b>10</b>
4.2.1 OBJECTIVES	10
4.2.2 PERMITTED USES	10
4.2.3 POLICIES	11
<b>4.3 VILLAGE COMMERCIAL</b>	<b>11</b>
4.3.1 OBJECTIVES	12
4.3.2 PERMITTED USES	12
4.3.3 POLICIES	12
<b>4.4 VILLAGE PARKS AND OPEN SPACE</b>	<b>12</b>
4.4.1 OBJECTIVES	12
4.4.2 PERMITTED USES	13
4.4.3 POLICIES	13
<b>PART 5 – INFRASTRUCTURE</b>	<b>15</b>
<b>5.1 OBJECTIVES</b>	<b>15</b>
<b>5.2 TRANSPORTATION</b>	<b>15</b>
5.2.1 COLLECTOR ROADS	16
5.2.2 LOCAL STREETS	16
5.2.3 EXTENSION OR IMPROVEMENTS TO EXISTING PUBLIC ROADS	16
5.2.4 LAND ACQUISITION	17

5.2.5 ADDITION OF ROADS	17
<b>5.3 BRIDGES</b>	<b>17</b>
<b>5.4 WATER, WASTE WATER AND STORMWATER SERVICES</b>	<b>17</b>
5.4.1 GENERAL POLICIES	17
<b>5.5 INNOVATIVE TECHNOLOGIES</b>	<b>18</b>
<b>5.6 SURFACE WATER MANAGEMENT PLANS</b>	<b>18</b>
<b>5.7 WASTE MANAGEMENT</b>	<b>18</b>
<b>5.8 ENERGY</b>	<b>18</b>
<b>5.9 UTILITY AND COMMUNICATION FACILITIES CORRIDORS</b>	<b>19</b>
<b>5.10 OTHER INFRASTRUCTURE CORRIDORS</b>	<b>19</b>
<b>6.0 IMPLEMENTATION</b>	<b>20</b>
<hr/>	
<b>6.1 INTRODUCTION</b>	<b>20</b>
<b>6.2 GENERAL</b>	<b>20</b>
<b>6.3 PERMITTED USES</b>	<b>20</b>
6.3.1 ACCESSORY USES	20
6.3.2 NON-CONFORMING AND NON-COMPLYING USES	21
6.3.2.2 EXTENSION OR EXPANSION OF EXISTING USES	21
6.3.2.3 RECOGNIZING EXISTING NON-CONFORMING USES	21
6.3.3 PRIOR BUILDING PERMITS	21
6.3.4 RECONSTRUCTION OR REPAIR OF EXISTING BUILDING	21
6.3.5 LOTS OF RECORD	22
6.3.6 PUBLIC USES	22
<b>6.4 DEVELOPMENT CONTROL</b>	<b>22</b>
6.4.1 PLANS OF SUBDIVISION	22
6.4.2 CONSENTS	23
6.4.4 SITE PLAN CONTROL	24
6.4.5 DEVELOPMENT CRITERIA	25
6.4.6 SAFETY AND SECURITY CRITERIA	26
6.4.7 PARKLAND DEDICATION AND CASH-IN-LIEU OF PARKLAND	27
6.4.8 HOLDING PROVISIONS	27
6.4.9 TEMPORARY USE BY-LAWS	28
6.4.10 INTERIM CONTROL BY-LAWS	28
6.4.11 COMPLETE APPLICATIONS	29
6.4.12 COMMUNITY IMPROVEMENT AREA	30
6.4.13 MAINTENANCE AND OCCUPANCY STANDARDS	32
6.4.14 BUILDING PERMITS	32
<b>6.5 ECONOMIC DEVELOPMENT</b>	<b>32</b>
6.5.1 INTRODUCTION	32
6.5.2 OBJECTIVES	32

6.5.3	GENERAL POLICIES	33
6.5.4	HOME BASED BUSINESS	33
6.5.5	BROWNFIELD REDEVELOPMENT	33
<b>6.6</b>	<b>SOCIAL AND CULTURAL POLICIES</b>	<b>34</b>
6.6.1	AFFORDABLE HOUSING	34
6.6.2	GROUP HOMES	35
6.6.3	HERITAGE CONSERVATION	35
<b>7.0</b>	<b>ADMINISTRATION OF THE OFFICIAL PLAN</b>	<b>37</b>
<b>7.1</b>	<b>AMENDMENTS TO THE OFFICIAL PLAN</b>	<b>37</b>
<b>7.2</b>	<b>CONSULTATION</b>	<b>37</b>
7.2.1	CONSULTATION WITH FIRST NATIONS	37
<b>7.3</b>	<b>REVIEW AND MONITORING OF THE OFFICIAL PLAN</b>	<b>37</b>
<b>7.4</b>	<b>LAND USE DESIGNATION BOUNDARIES</b>	<b>38</b>
<b>7.5</b>	<b>REFERENCES TO STATUTES</b>	<b>38</b>
<b>7.6</b>	<b>REFERENCES TO MINISTRIES AND REVIEW AGENCIES</b>	<b>38</b>
<b>7.7</b>	<b>INTERPRETATION OF FIGURES, QUANTITIES, TERMS AND USES</b>	<b>38</b>

## **1.0 INTRODUCTION**

The Ontario Planning Act requires municipalities to prepare and adopt an Official Plan to provide guidance for the physical development of communities. As a lower-tier municipality, the City of Clarence-Rockland is subject to the policies of the United Counties of Prescott and Russell Official Plan (2006) (herein referred to as the 'County Official Plan'). The County Official Plan grants authority to local Councils to adopt an Official Plan for their municipality or for a specific part or parts of their municipality. In the City of Clarence-Rockland there is an Official Plan for the Rockland Urban Area. This Official Plan represents the first land use policy document for the City's villages and will apply to the Village of Bourget

### **1.1 ROLE OF THE OFFICIAL PLAN**

The role of the Village of Bourget Official Plan is to guide and direct the use of land within the Village for the next 20 years. The area to which this Official Plan applies, corresponds to the boundaries of the Community Policy Area designation as shown on Schedule A of the Prescott and Russell Official Plan.

This Official Plan provides a vision for the future growth of Bourget and a policy framework to guide physical development for a period of 20 years, i.e. until the year 2033. The Village remains subject to the County Official Plan policies, which must be read in conjunction with this document. In order to avoid overlap with the County Official Plan policies, several areas that were deemed not to require more specific policy direction are not repeated in this Official Plan, or are only addressed in a cursory manner. This is the case where natural heritage features such as wildlife habitat or hazard land issues such as floodplains are concerned. In these cases direct reference to the County Official Plan is included in the general policies section of this Plan. This Official Plan is also consistent with the Provincial Policy Statement, and in particular to the most recent policies adopted in 2005. Amendments to this Plan may be required when the new Provincial Policy Statement is issued, likely in 2013.

### **1.2 STRUCTURE OF THE OFFICIAL PLAN**

This document shall be known as the Official Plan for the Village of Bourget. It consists of both written policy and a map schedule. It is organized into seven (7) main sections, moving from broad planning principles to more specific land use policies and implementation measures, as follows:

Part 1 – Introduction (This section) explains the role and structure of the Official Plan and the political and administrative framework within which land use planning is carried out in Ontario.

Part 2 – Vision and Objectives outlines a vision for the Village of Bourget as well as the key strategic policy directions to guide land use planning. Matters found in this section are intended to apply to all sections of the Official Plan.

Section 3 – General Provisions contains development policies that apply to all land use designations.

Section 4 – Land Use Policies is the core of the Official Plan as it establishes land use designations and associated policies which will guide decisions for the use of land for the next 20 years.

Section 5 – Infrastructure consists of policies related to physical infrastructure, including water, wastewater, storm water, roads, and utilities.

Section 6 – Implementation contains policies related to the administration and implementation of the Official Plan.

Section 7 – Schedule A is a map schedule which provides a geographical reference for the Official Plan's policies.

## **PART 2 – Vision and Objectives**

The vision and objectives which follow were derived through public consultation and through discussions with staff and Council members.

### **Vision**

Bourget is and will continue to be a vibrant multigenerational village that is clean, safe and supportive of pedestrian and cycling connectivity. The village will experience moderate growth in the short term and will expand significantly over the longer term when municipal waste water infrastructure services are implemented. The village will be self-sufficient and sustainable, with small businesses that serve both residents and the surrounding rural area.

### **Goals and Objectives:**

Goal 1: Allow the village to grow sustainably in the long term.

Objective 1.1: Ensure all new development is appropriately serviced by municipal water and septic systems in the short term with a view to the development of a phased municipal waste water treatment system over the life of this Official Plan.

Objective 1.2: Encourage the development of a variety of housing forms, in keeping with the existing character of the village.

Goal 2: Create an attractive and vibrant village core.

Objective 2.1: Encourage the development of small local businesses that serve residents and visitors in the village core.

Objective 2.2: Promote the development of vacant land and reuse of existing vacant or under utilized buildings in the village core.

Objective 2.3: Develop a village gateway feature.

Goal 3: Improve infrastructure for pedestrians and cyclists.

Objective 3.1: Improve pedestrian and cycling connectivity through the expansion and maintenance of sidewalks, pathways and cycling networks.

Goal 4: Provide residents with enhanced recreational opportunities.

Objective 4.1: Provide ample recreational facilities, parks and open space for the size of the village, including programming for residents of all age groups.

## PART 3 – General Policies

The following policies shall apply when considering new development or redevelopment within the Village of Bourget:

1. Planning for growth, development and redevelopment will be consistent with the Vision, Goals and Objectives as they are respectively detailed in Part 2 of this plan.
2. Planning for future residential growth and the review of residential development applications shall be based on the population growth projections and the distribution of housing unit growth prepared by the United Counties of Prescott and Russell in accordance with section 1.2.2 of the Provincial Policy Statement. For the Village of Bourget an additional 142 dwelling units are anticipated to be required which will necessitate a minimum land supply of 48 gross hectares.
3. Future village development will be limited to lands that are suited for the proposed use. Suitability shall be assessed within the context of compatibility within the community and will avoid negative impacts on the natural environment. Where development could potentially have an impact on any natural heritage feature as identified in the Official Plan of the United Counties of Prescott and Russell, the relevant policies of that Plan shall apply.
4. Further to policy 3, where development is proposed which could be impacted by natural hazards such as floodplains or unstable slopes or by man-made hazards such as brownfields or abandoned pits or quarries, the relevant policies of the Official Plan of the United Counties of Prescott and Russell shall apply.
5. The following will be addressed in new development proposals to improve the compatibility of development in villages:
  - Building heights, setbacks and design;
  - The layout and location of parking;
  - Landscape elements and features;
  - Issues such as noise, lighting, parking, traffic impact and pedestrian linkages;
  - Consideration of the design and layout of subdivisions through location of roads, pathways, open spaces and parks so that they reflect historic grid or modified grid patterns rather than suburban-style curvilinear patterns;.
6. No policy in this plan is intended to limit the ability of existing agricultural uses in or adjacent to the village to continue.
7. Village institutions provide for a range of community and emergency uses within the village. The intent of this use is to serve the needs of village residents and the surrounding rural community. Examples include: libraries, schools, emergency services, arenas, community centres, places of worship, museums and medical facilities. The following policies shall apply:
  - Institutional uses should, wherever possible, locate within or in close proximity to the Village Core uses in order to provide a focal point for the village and to meet the needs of residents;

- New institutional uses must not adversely impact adjacent land uses and must respect the character of the surrounding village or rural area;
  - New Institutional uses have the potential to generate additional vehicular traffic from outside the community and should be located therefore on either a collector road to minimize the impact on local streets;
8. Retirement Homes and Residential Care Facilities should, wherever possible, locate in close proximity to the Village Core uses in order to provide a focal point for the village and to meet the needs of residents.
  9. Public Parks will be permitted in all land use designations.



## **Part 4 - Land Use Designations**

This section of the plan presents the objectives and policies for each of the land use designations as identified on Schedule A of this Plan.

The objective and policies for each land use designation should be read in conjunction with the goals, objectives, policies, schedules and overlays in the United Counties of Prescott and Russell Official Plan. There is no implied order to the numbering of policies.

### **4.1 Village Core**

The area designated Village Core is intended to become the social and economic focal point for the village and the surrounding community. Although it is recognized that there are opportunities to realize increased development densities in the Village Core, it will be necessary to improve waste water servicing over time in order to ensure that intensification can occur in a sustainable manner.

#### **4.1.1 Objectives**

The objectives for the Village Core are as follows:

- Encourage intensification through infill and the redevelopment of underutilized buildings and sites;
- Promote a mix and range of uses that meet the needs of the community;
- Work towards an active, pedestrian-oriented streetscape.

#### **4.1.2 Permitted Uses**

The following uses are permitted in the Village Core:

- Retail,
- Residential
- Commercial,
- Employment uses,
- Institutional uses,
- Mixed-Use,
- Residential Care Facilities,
- Retirement Homes
- Home-based businesses

#### **4.1.3 POLICIES**

1. It is not intended that the entire Village Core area will necessarily develop as a commercial mixed use area. Accordingly, the implementing zoning by-law may zone areas as separate Commercial, Residential, Institutional and Open Space Zones.
2. Infill and redevelopment of existing buildings shall be encouraged and shall generally be oriented to improve street presence.

3. The development of mixed-use buildings is encouraged, with a focus on ground-oriented retail commercial or office uses with residential uses on upper floors or on the non-street side of the structure.
4. Development in the Village Core designation shall be subject to site plan control. Detached, duplex, and semi-detached dwelling units shall be exempt from site plan control.
5. Medium and high density residential development shall be encouraged, where appropriate based on existing or proposed municipal infrastructure and where it can be made to be compatible with surrounding land uses.
6. New low density residential development shall only be permitted in mixed-use buildings with street-oriented non-residential development. Otherwise, they shall be directed to the Residential designation. New detached dwellings shall not be permitted.
7. The redevelopment of existing low density residential uses into non-residential uses is encouraged.
8. The maintenance and improvement of existing commercial buildings shall be encouraged.
9. Adequate parking and off-street loading facilities and services shall be provided.
10. In the case of mixed-use buildings, parking for residential uses will be distinctly identified from the parking for commercial uses.
11. Where off-street parking is required, such parking shall be located to the rear or side of buildings in order to foster a pedestrian-friendly environment.
12. Proper signage and pavement markings shall be provided to clearly identify pedestrian crossings.

## **4.2 Village Residential**

The intent of the Village Residential designation is to define residential neighbourhoods composed predominantly of detached housing and to provide for balanced neighborhoods where residential uses are provided with appropriate amenities. The Village Residential designation areas will permit a variety of dwelling types and lot sizes to provide for the needs of residents of all ages. Particular emphasis must be made to ensure housing is available for young people starting out and for residents who wish to age in their community.

### **4.2.1 Objectives**

The following are the objectives for areas designated Residential:

1. Promote a range of housing types and tenures generally limited to low and medium density dwellings with opportunities for high density housing with the future advent of municipal waste water services;
2. Consolidate existing neighbourhoods and promote the development of new neighbourhoods to meet projected needs.

### **4.2.2 Permitted Uses**

The following uses shall be permitted:

- Low and Medium Density Residential Uses
- High Density Residential uses where full municipal water and waste water services are provided
- Parks and Recreational facilities

- Home occupations
- Community and social service facilities
- Institutional Uses
- Existing local commercial uses

#### 4.2.3 Policies

1. Where land is designated Residential on Schedule A to this Plan, a range of residential dwelling types and densities shall be permitted subject to the ability to ensure appropriate levels of water and waste water servicing. Dwelling types shall generally be limited to low density residential development until such time as municipal waste water servicing is available.
2. New development shall only be permitted where it is a logical extension of existing residential areas in order to ensure efficient and effective piped, surface water and road services.
3. Ancillary uses such as schools, neighbourhood and community parks, trail connections, places of worship, home occupations, and community and social service facilities, shall also be permitted subject to the following:
  - Only those uses which are compatible with and complementary to residential uses and where the amenities of adjacent residential areas are preserved through the provision of adequate buffering, landscaping, off-street parking, and vehicular access shall be permitted.
  - Where possible, ancillary uses shall be grouped together to serve as focal points for residential areas, and to encourage the integration of parking, landscaping, and other facilities.
4. Accessory residential dwelling units also known as secondary suites, are permitted in a single detached or semi-detached dwelling, in row housing or in ancillary structures in the Residential designation, subject to the requirements of the Ontario Building Code.
5. Existing commercial uses may be zoned in the implementing Zoning By-law as a permitted use.
6. Residential infilling on vacant land is encouraged within existing residential areas. The built form, massing and profile of new housing shall be integrated and compatible in design with existing housing.

### 4.3 Village Commercial

Within the village there are certain commercial uses that are better suited to larger sized parcels of land outside of the village core area. These uses by the nature of their activity require larger parcels of land to accommodate travel by automobile, outside storage of construction materials, sale of landscaping materials, or other service-related facilities. Uses such as these shall generally be directed to the Village Commercial designation.

#### 4.3.1 Objectives

The objective of the Village Commercial designation is to provide a wide range of goods and services to village residents and to the surrounding rural community. Village Commercial uses are intended to augment businesses in the village by attracting new development of a scale and type not compatible with the more constrained parcel sizes and walkable character of the Village Core.

#### 4.3.2 Permitted Uses

The following uses are permitted in the Village Commercial designation:

- Retail and hospitality services for the traveling public such as automobile service stations, gas bars and restaurants;
- Retail and commercial uses which require larger land areas or accessory outside storage, such as:
  - a building supply store ;
  - animal hospitals;
  - greenhouse;
  - construction products and services;
  - farm equipment and similar agriculture-related uses;
  - warehousing and;
  - warehouse with accessory display and sales area.

#### 4.3.3 Policies

1. In order to encourage growth and redevelopment in the Village Core, any retail uses in the Village Commercial designation should not exceed 2,000 square metres of gross leasable area.
2. Nevertheless the City may contemplate a Zoning By-law amendment for retail uses greater than 2,000 square metres of gross leasable area provided they do not have an adverse impact on the viability of the similar activities in the Village Core. In addition to requirements for a Zoning By-law amendment the City may require a market study, prepared by a credible expert in the field of market studies, to demonstrate that the development will not have an adverse impact on the Village Core.
3. Indiscriminate location of single commercial uses is discouraged and wherever possible clustering of compatible commercial uses will be encouraged.
4. Village Commercial development proposals will demonstrate compatibility with the character of the village.

### 4.4 Village Parks and Open Space

There are a number of existing parks and areas of open space in the village which are either stand alone or part of community facilities such as schools and community centres. Parks and open space and connectivity between these spaces is an integral part of a balanced and healthy community.

#### 4.4.1 Objectives

The objective of the Village Parks and Open Space designation is to define areas within Village that provide or may provide for a variety of active and passive recreational uses and which will:

- encourage a system of parks, recreational facilities and open spaces that provide a wide range of recreational and leisure opportunities to meet the needs of existing and future Village residents;
- encourage the protection, management and enhancement of all areas of natural, environmental and recreational value;
- provide connectivity between both passive and active recreational areas or other natural features, where possible;
- provide for the creation of a continuous public recreational trail linking the new residential and commercial areas to the Prescott Russell Recreational Trail;
- protect and enhance linkages for the movement of wildlife.

#### 4.4.2 Permitted Uses

The following uses shall be permitted in the Village Parks and Open Space designation:

- active and passive recreational uses
- community centre
- fairgrounds
- museum
- arena
- recreational trails and pathways

#### 4.4.3 Policies

1. New development may be required to incorporate an integrated recreational walkway / trail system, interconnecting residential neighbourhoods, commercial areas, employment areas, schools, public buildings, and major recreation facilities.
2. Where lands which form part of the Village's parks and open space system are privately owned, it shall not imply that the lands are free and open to the general public. There shall be no obligation for the City, or any other public agency, to purchase the lands.
3. A system of pedestrian and cycling trails shall continue to develop providing internal circulation within residential neighbourhoods, as well as to the larger community and the Prescott and Russell Recreational Trail.
4. Trail and pathway design elements shall be sympathetic to the surrounding environment.
5. The trail system will connect open space areas, parks, schools, shopping, employment areas and other community facilities and provide an alternative means of access than the automobile. Trail and pathway linkages shall generally follow the locational concept provided on Schedule A.
6. The redevelopment of existing uses, the approval of residential plans of subdivision, new lots created through consent, and the development of new open space areas shall include provision for the establishment of a system of walkways and/or bikeways in accordance with the conceptual linkages shown on Schedule A which are shown for information. Changes to the system may occur without amendment to this Plan.
7. A bicycle route signage program for existing roadways will be developed in accordance with recognized standards and best practices.

8. Ongoing road maintenance and new road construction and associated infrastructure shall have consideration for the bicycle in the design and placement of intersection treatments, sewer grates, manhole covers and signage.
9. The municipality may require wider road right-of-ways on roads to be located in new development areas in order to accommodate a pedestrian / cycling path within the road right-of-way.
10. All facilities operated by the municipality shall incorporate appropriate bicycle facilities consistent with their location in order to lead by example in promoting cycling in the Village and the broader municipality.
11. Parks may be provided by conveyance in accordance with the parkland dedication policies of this Plan and the Planning Act and through other actions by public authorities.
12. All lands conveyed as part of parkland dedication must be suitable for public recreational uses and acceptable to the municipality in accordance with the Planning Act.

## Part 5 – Infrastructure

Infrastructure refers to the construction and maintenance of roads, bridges and structures required for transportation services, the physical supply and distribution of water, the collection and treatment of waste water and the management of storm water, the collection and disposal of solid waste, the construction and maintenance of energy production and distribution facilities such as hydro towers, wind and solar energy facilities and gas pipelines and finally the development of communication facilities including both above ground and underground equipment such as transmission towers and telecommunication infrastructure, including fibre optic lines.

The Planning Act requires that infrastructure expansions conform to the upper tier Official Plan. (See Section 24.1, Planning Act). The Development Charges Act, 1997 and associated regulation requires that the Council of a municipality must indicate, in an approved Official Plan, capital forecasts or similar expression of the intention of the Council, that it intends to ensure that an increase in the need for service will be met (See Development Charges Act, paragraph 3 of Section 5(1)).

### 5.1 Objectives

The provision of transportation, water, waste water, solid waste, energy and communication infrastructures are crucial to ensuring that Bourget can continue to accommodate growth in a manner which is environmentally, socially and economically sustainable. The following objectives will apply:

1. That efficient infrastructure services will be provided by the appropriate level of government or the private sector in a cost effective manner which recognizes development priorities and which ensures the protection of our environment.
2. That the road network within Bourget, regardless of which level of government is responsible, will function in a cost effective, efficient and safe manner for the movement of people and goods;
3. That on-going improvements and enhancements of water, waste water and stormwater services will be managed in a fiscally and environmentally responsible manner;
4. That waste management is carried out in a manner which is environmentally sustainable and which supports on-going development;
5. That long range infrastructure planning for the provision of waste water services will be undertaken to ensure that any new required infrastructure will take into consideration anticipated long term needs.

### 5.2 Transportation

The management of the roadway infrastructure in Village of Bourget is shared between the municipality and the County. The transportation system is composed of county roads deemed to be collectors and local public roads opened and maintained on a year round basis. The transportation network is shown on Schedule A. The following policies are provided on the basis of the type of roadway.

### 5.2.1 Collector Roads

Collector roads have the capacity to carry large traffic volumes, which link two or more communities or which function as an integral part of the provincial transportation network through linkages to Provincial highways. These roads must maintain a high level of efficiency for the movement of vehicles while also providing opportunities for pedestrian pathway connections as well as commercial and industrial development which can benefit from high traffic volumes. The following policies shall apply:

1. Lot creation for residential purposes with direct access to a collector road shall not be permitted.
2. Residential projects with frontage on a collector road may be permitted in accordance with the land use designation, provided that access is provided through a local public street or condominium road maintained year round. The review process shall ensure that adequate measures are included in the subdivision design to mitigate any potential negative impacts related to the proximity of the collector to the residential development.
3. All development which could have an impact on the efficiency of collector roads shall be required to submit a traffic impact study and the proponent will be responsible for the implementation of any required roadway improvements.
4. The minimum width of any collector roadway right of way shall be 26 metres.

### 5.2.2 Local Streets

Local Streets are identified on Schedule A. Generally new development and lot creation on local streets may be permitted in accordance with the relevant policies of this Plan and the Official Plan of the United Counties as well as the implementing zoning by-law. The minimum width of any street right of way shall be 20 metres. A reduced right of way standard may be accepted through the development review process provided that the right-of-way widths can accommodate all of the required servicing infrastructures for the proposed development and provided that the approval authority is satisfied that the reduced widths will not result in lower quality development. In all new developments linkages to the Municipality's pathway system shall be required where appropriate and where it will assist in implementing the linkage concept shown on Schedule A. Pathway linkages may also be provided through wider road right of ways or through parkland dedication.

### 5.2.3 Extension or improvements to Existing Public Roads

Extensions to existing public roads may proceed without amendment to this Plan provided that the extension is required to improve the municipality's road system. Minor extensions may be permitted for development purposes provided that the roadway extension is constructed to municipal standards at no cost to the municipality and provided that Council is satisfied that the extension and the subsequent maintenance costs are justified.



#### 5.2.4 Land Acquisition

Land may be acquired by the Municipality for road widenings, road extensions, rights of way, or intersection improvements. Such land may be acquired through the subdivision or consent process, or through formal agreements. The minimum rights-of-ways are as noted above.

#### 5.2.5 Addition of Roads

New roads may be added to the road system without amendment to this plan where such roads are the result of the approval of a Plan of Subdivision or is required as a condition of site plan approval.

### 5.3 Bridges

Bridges and culverts are an integral component of the Bourget transportation system. The maintenance, repair, replacement or expansion of these structures is an on-going and necessary activity and is considered consistent with the policies of this Official Plan.

## 5.4 Water, Waste Water and Stormwater Services

### 5.4.1 General Policies

1. All development shall generally occur on the basis of municipal water services
2. The need to ensure that municipal water services are properly maintained and expanded to meet growth and development priorities is crucial to the long term economic and environmental health of the municipality. As such any capital expenditures required for water system maintenance and expansion are considered to be in full conformity with this Official Plan.
3. During the development of this Official plan there was strong support for the introduction of municipal waste water services within the Village boundaries. Accordingly any future planning and implementation expenditures related to the introduction of piped municipal waste water treatment services are considered to be in conformity with this Plan.
4. A decision to proceed with municipal waste water services could have considerable impacts on the community in terms of increased development activity. Should waste water services be implemented, an amendment to this Official Plan will be required to ensure that development on vacant residential lands will proceed with a range of residential densities designed to provide for livable communities while ensuring economic viability for the provision of increased municipal service levels.
5. Development will not be encouraged where such development would result in, or could lead to, unplanned and/or inefficient expansions to existing infrastructures.
6. The allocation of infrastructure capacity for infill and economic development purposes is encouraged.
7. Stormwater management will be required for all new development in accordance with guidelines which may be developed by the Ministry of the Environment, the South Nation Conservation or the City of Clarence Rockland. Stormwater management may not be

required for small scale developments such as lots created through the consent process or minor developments subject to site plan control where there is no impact on the watershed.

8. The establishment of new water and waste water servicing facilities shall be subject to Ministry of the Environment guidelines and provincial regulations.

## 5.5 Innovative Technologies

Council will encourage, support and promote proven and innovative technologies to increase energy efficiency, reduce solid waste and waste water volumes, improve the quality of waste water effluents and air quality. This will include, but not be limited to:

1. Water conservation devices which reduce water usage;
2. LEED certification;
3. Innovative solutions to municipal waste water treatment such as the design and construction of artificial wetlands or greenhouse wastewater treatment systems, the use of small package plants and grey water treatment and re-use;
4. The use of solar panels;
5. Green Roofs

Council will provide leadership in this field as it considers new public infrastructure projects and will include innovative and sustainable technologies where it is possible to do so in a fiscally responsible manner.

## 5.6 Surface Water Management Plans

In order to control flooding, ponding, erosion and sedimentation and to protect, as much as possible, water quality and aquatic habitat or other natural habitat which depend upon watercourses and other water bodies for their existence, surface water management plans (or stormwater management plans) shall be required for some forms of new development. Storm water management plans shall be required for any new development consisting of more than four lots or for commercial or industrial developments with large amounts of impervious area. Stormwater management will be undertaken in accordance with the Ministry of the Environment Guideline entitled "Stormwater Management Planning and Design Manual, 2003". Stormwater management may not be required for small scale developments such as lots created through the consent process for Zonings where there is no impact on the watershed. **To the extent possible, storm water management facilities will be designed to service larger areas in order to avoid numerous development specific storm water management ponds.**

## 5.7 Waste Management

Development shall be reviewed to ensure that appropriate solid waste disposal services can be provided in a manner which is consistent with environmental considerations. In reviewing development proposals adjacent to such disposal sites, the approval authority shall consult Guideline D-2 and Guideline D-4 issued by the Ministry of the Environment.

## 5.8 Energy

It is a policy of this Plan to encourage the use of alternate energy sources, such as wind, solar and energy from waste heat or gases.

## 5.9 Utility and Communication Facilities Corridors

Utility and communications facilities and corridors include a wide variety of utilities owned and operated by both public and private entities. The well-being of Bourget's quality of life is closely linked to the presence of hydroelectric corridors, telecommunications networks and energy pipelines.

The following policies shall apply:

1. The development of hydro power generation and supply facilities, telecommunications facilities and utilities shall not require an amendment to this Official Plan provided that they are in full compliance with applicable Provincial and/or Federal legislation.
2. Utility installations that may pose a hazard shall be located away from residential areas.
3. The multiple use of corridors for utility and transportation uses shall be encouraged.
4. Consideration shall be given to the location of utilities within the public right of way as well as on private property. Utilities shall be clustered or grouped where possible to minimize visual impact. The Municipality encourages utility providers to consider innovative methods of containing utility services on or within streetscape features such as gateways and lamp posts when determining appropriate locations for large utility equipment and utility cluster sites.
5. Where new development is proposed the proponent shall confirm that utility and telecommunication providers are able to provide services and that appropriate locations for utility equipment and utility cluster sites have been determined.

## 5.10 Other Infrastructure Corridors

Council recognizes the importance of other infrastructure corridors, such as hydroelectric transmission corridors, natural gas pipelines and fibre-optic corridors. The expansion, maintenance and preservation of these and other infrastructure corridors are important to continued economic development and diversification, and will not require an amendment to this Plan.

## 6.0 Implementation

### 6.1 Introduction

The following policies are provided to guide the implementation of the Official plan. The policies are divided into six categories as follows:

- General
- Permitted Uses
- Development Control
- Economic Development
- Social and Cultural Policies

### 6.2 General

The policies of this Plan shall be implemented by the City of Clarence-Rockland through the powers conferred upon them by the *Planning Act*, R.S.O. 1990, the *Municipal Act*, 2001, the *Development Charges Act, 1997*, the *Building Code Act*, R.S.O. 1992, as amended, and any other applicable statutes of the Province of Ontario;

The decisions of Council must be consistent with and in conformity to the relevant policies of this Official Plan;

Pursuant to Section 24(1) of the *Planning Act*, R.S.O. 1990, no public work shall be undertaken and no by-law shall be passed by the municipality for any purpose that does not conform to the intent and policies of this Official Plan;

Council may acquire, hold, or dispose of land for the purposes of implementing any policies of this Official Plan subject to the provisions of the *Planning Act*, R.S.O. 1990, the *Municipal Act*, 2001, and any other applicable statutes of the Province of Ontario; and

All forms of development agreements regarding subdivisions, consents, condominiums, and Zonings are required to conform to the policies of this Official Plan.

### 6.3 Permitted Uses

The following general policies are related to various types of land uses permitted throughout the planning area regardless of the land use designation.

#### 6.3.1 Accessory Uses

Wherever a use is permitted in the land use designation, it is intended that uses, buildings or structures incidental, accessory or essential to the use shall also be permitted.

Accessory Dwelling Units: It is a policy of this Plan to provide opportunities for accessory dwelling units such as apartments in detached dwelling units on the same lot as the principal single detached dwelling. In substantiating the appropriateness of a proposed accessory dwelling the proponent shall:

1. demonstrate compliance to the Ontario Building Code;
2. demonstrate compliance with applicable Zoning standards for lot size, setbacks and parking.

## **6.3.2 Non-Conforming and Non-Complying Uses**

### **6.3.2.1 Continuance of Existing Uses**

Nothing in this Official Plan shall apply to prevent the use of any land, building or structure for any purpose prohibited by this Plan if such land, building or structure was lawfully used for such purpose on the day of the passing of this Official Plan and so long as it continues to be used for that purpose.

### **6.3.2.2 Extension or Expansion of Existing Uses**

Where the use of any land, building or structure is deemed to be non-complying, such land, building or structure shall not be extended or enlarged except through the issuance of a permission through the Committee of Adjustment provided that such non-conforming or non-complying use existed on the day of the passing of the Zoning By-law and continues to be used for such purpose.

A minor variance or permission may also be issued to permit a non-conforming use provided that the municipality has established that the proposed use is similar to the purpose for which it was used on the day the Zoning By-law was passed or is more compatible with the uses permitted by the zoning by-law than the existing non-conforming use.

### **6.3.2.3 Recognizing Existing Non-conforming Uses**

An established use that existed prior to the passing of the implementing zoning by-law and that does not conform to the land use policies and designations of this Plan, may be zoned in accordance with the existing non-conforming use provided that:

- the zoning of such non-conforming use will not permit any significant change of use that will be detrimental to any existing conforming uses;
- the non-conforming use does not constitute a danger to surrounding uses by virtue of their hazardous nature or the traffic they generate;
- the non-conforming use does not pollute the environment to the extent of interfering in the natural use of the property; and,
- the non-conforming use does not interfere with the continued development of adjacent conforming uses.

## **6.3.3 Prior Building Permits**

Nothing in this Official Plan shall prevent the erection or use of any building or structure for which a building permit has been issued under the Building Code Act prior to the passing of the implementing zoning by-law so long as the building or structure when erected is used and continues to be used for the purpose for which it was erected and provided the permit has not been revoked under the Building Code Act.

## **6.3.4 Reconstruction or Repair of Existing Building**

A building or structure being used for a legal non-conforming use may be reconstructed, renovated, repaired or strengthened to a safer condition where such building or structure was lawfully used for such purpose on the day of the passing of this by-law and continues to be used for such purpose, provided that the building or structure is constructed in conformity with the requirements of this by-law. Where such building or structure is also an existing legal non-conforming building or structure, the building or structure may be reconstructed, renovated, repaired or strengthened to a safer condition provided that the building or structure does not further reduce any zoning requirements.

Where a non-complying building or structure located in a floodplain is unintentionally damaged it may be reconstructed provided:

- the building or structure does not further reduce any Zoning By-law requirements;
- there is no enlargement of the gross floor area.

### **6.3.5 Lots of Record**

Lots of record which are vacant may generally be used for building purposes in accordance with the policies of this Plan and the regulations of the Zoning By-law provided they front on a year round publicly maintained road and can be appropriately serviced.

Lots of record which are subject to other development constraints may be developed provided the constraint can be mitigated in accordance with other relevant policies in this Plan.

### **6.3.6 Public Uses**

Public utility facilities subject to the requirements of the *Environmental Assessment Act* may be permitted in all land use designations of this Plan and are not subject to the restrictions listed in items 1 to 4 below.

Other public utility and municipal services and facilities are permitted in all land use designations as shown on the accompanying land use schedules, provided that:

1. such use is necessary in the area, that it can be made compatible with its surroundings and that adequate measures are taken to ensure land use compatibility;
2. adequate off-street parking and loading facilities are provided;
3. the construction of permanent buildings is discouraged in all areas which have been identified as environmentally sensitive;
4. the general intent of the policies of this Plan is satisfied.

Notwithstanding the power of the Federal and Provincial Governments to undertake public works by authority granted under statutes other than the *Planning Act*, Council shall endeavor to ensure that such development follows the general intent of this Plan and is compatible, as far as practicable, with the type, quality and character of development in the area in which it is proposed. Council encourages the Federal and Provincial Governments to consult with them whenever a use of land or public work is proposed which is not permitted by this Plan, in order that the proposal may be evaluated with regards to its effect on the achievement of the goals and objectives of this Plan and on the provision of municipal services and facilities.

## **6.4 Development Control**

### **6.4.1 Plans of Subdivision**

A plan of subdivision application will be reviewed on the basis of technical, environmental and planning and design considerations. The following is a list of some of the types of studies which may be required.

Though this list summarizes the types of studies commonly required for plans of subdivision it is not necessarily exhaustive, and other studies may be required in certain situations.

Technical considerations relate to the following requirements:

1. The application must be complete in accordance with the requirements of Section 51 (17) and applicable regulations under the *Planning Act, R.S.O.1990*;
2. The application must conform to the policies of this Official Plan and the Official Plan of the United Counties of Prescott and Russell.

Environmental documentation which should accompany the submission of application for draft plan approval, relate to the following requirements:

1. Evidence respecting the availability and suitability of water and waste water services including where appropriate the preparation of a hydrogeological study, terrain analysis and an impact assessment report in accordance with the Ministry of Environment guidelines and regulations;
2. Preparation of a servicing options statement;
3. Preparation of a preliminary servicing and stormwater management report;
4. Preparation of a grading plan
5. Preparation of a sediment and erosion control plan
6. Completion of studies required under the environmental and development constraints policies in section 4 and 5 of this Plan.

Planning and Design Considerations include the following:

1. Lot and block configuration
2. Compatibility with adjacent uses
3. Road access, street layout and pedestrian amenities
4. Parks and open space amenities
5. Easement and right-of-way requirements
6. In considering a draft plan of subdivision, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act, R.S.O. 1990*
7. Emergency and secondary accesses

#### **6.4.2 Consents**

It is the policy of this Plan that lot creation in excess of four lots, including the retained lot, shall take place by Plan of Subdivision.

Consents may also be granted to permit a lot enlargement, clarification of title or for any legal or technical reason which does not result in the creation of a new lot. Vertical consents (commonly known as Strata Plans) are not permitted.

The following criteria shall apply when considering consent applications.

1. All lots created shall have frontage on a public road with at least one side of the lot which physically abuts the public road.

2. The proposed lot shall be compatible with adjacent land uses and shall not result in a traffic hazard as a result of limited sight lines on curves or grades.
3. A consent which has the effect of land locking another parcel is not permitted.
4. Access to interior land will be protected by ensuring that 20 metre wide openings for future road allowances are provided at strategic locations.
5. The lot being severed and the lot being retained shall conform to the provisions of this Plan and the implementing Zoning By-law.
6. A maximum of one new lot may be created per consent application.
7. In considering a consent, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act*, R.S.O. 1990 with necessary modifications.

#### 6.4.4 Site Plan Control

It is the intent of this plan that an appropriate policy framework be provided which will allow and encourage Council to use site plan control to enhance the quality of new development or redevelopment in conjunction with other applicable controls such as zoning and the Ontario Building Code. The objective is to provide for the use of site plan control to ensure functional and aesthetically pleasing, safe development and redevelopment throughout the Village.

In order to achieve the goal, Councils may adopt a Site Plan Control By-law which provides for the following:

1. The submission of site plans for review;
2. The application of appropriate engineering and site development standards;
3. Reducing or eliminating land use incompatibility between new and existing development;
4. Ensuring that approved developments are built and maintained as set out in the site plan agreement;
5. Ensuring that the development occurs in accordance with any required environmental impact assessment study recommendations where required.

The entire geographical area of the Village of Bourget shall be considered a Site Plan Control Area pursuant to the provisions of Section 41(2) of the *Planning Act*, R.S.O. 1990.

Site Plan Control shall apply to the following land uses:

1. All non-residential uses permitted within the Village Core, Village Commercial and Village Parks and Open Space designations;
2. A residential structure consisting of three (3) or more dwelling units;
3. One and two-unit dwellings and buildings, structures accessory thereto and additions or alterations thereto which are within zones which permit residential uses are exempt from Site Plan Control.

In imposing site plan control, Councils will seek to regulate the general site design of the property and, when appropriate, the conceptual design of all buildings and structures on the property. The Site Plan



Control By-law shall stipulate when and what type of drawings are required. Floor plan, elevation and cross-section drawings of each proposed building may be required. In accordance with the provisions of Section 41(7) of the Planning Act, R.S.O. 1990, a local municipality may require the owner of land to provide to the satisfaction of and at no expense to the municipality any or all of the following:

1. Widenings of highways that abut the land;
2. Access to and from the land;
3. Off-street vehicular loading and parking facilities;
4. Pedestrian and/or bicycle pathways or access;
5. Lighting facilities;
6. Landscaping and other facilities for the protection of adjoining lands;
7. Facilities and enclosures for the storage of garbage and other waste material;
8. Required municipal easements;
9. Grading of lands and disposal of storm water
10. Emergency and secondary accesses

Site plan control may be used to require the dedication of land for road widenings as indicated on Schedule A. Land for road widenings will be taken equally from either side and will not exceed a width of 5 metres from either adjacent property. Additional lands for widening to provide corner triangles at all road intersections may also be required.

In the review of site plan applications the municipality may circulate to public bodies and/or qualified professional for their comments prior to the approval of any site plan or site plan agreement.

Councils shall have regard for the enabling authority of Section 41 of the Planning Act with respect to the matters which may be addressed under site plan control, the entering into one or more agreements for the provision of any or all of the facilities, works or matters as provided for by the Act and the maintenance thereof and for the registration of such agreements against title to the land. Council will also have regard to the requirements of the City and County Public Works Department with respect to road widenings, safe access and the provision of storm drainage facilities.

#### **6.4.5 Development Criteria**

Council shall consider the following development criteria when reviewing the compatibility and appropriateness of any new development or redevelopment and when considering amendments to the Zoning By-law:

1. The provision of safe access onto or from a public road.
2. Adequate access to, and provision of, off-street parking.
3. Barrier-free access to public and commercial buildings and the designation of parking spaces for physically challenged persons.
4. Access and maneuvering of emergency vehicles in providing protection to public and private properties.

5. The availability of municipal services and the cost of upgrading such services including water, sewage treatment facilities, fire and police protection, street lighting, roads and winter maintenance, waste disposal, community facilities and recreational facilities including parks and recreational pathways and related facilities.
6. Adequate grade drainage or storm water management and erosion control.
7. The screening, buffering or fencing of aesthetically displeasing or dangerous land uses or open storage. A buffer may be open space, a berm, a wall, a fence, plantings, a land use different from the conflicting uses but compatible with both, or any combination of the aforementioned sufficient to accomplish the intended purpose.
8. The provision of landscaping, the creation of privacy and/or open space areas around buildings and other uses, and the establishment of setbacks to maintain proper distance separation between new development and natural heritage sites, natural hazards and resource areas and development constraints such as noise and vibration.
9. Adequate exterior lighting for access and parking areas for public or private use such as in commercial, industrial, institutional and multiple residential development. Such lighting shall include shielding designed to limit light pollution and the impact on night skies.
10. The control of signs and advertising such that they are in scale with the intended use and with surrounding uses.
11. Protection of the environment by avoiding air, soil or water pollution.
12. The preservation and protection, whenever possible, of street trees, street tree canopies and the urban forest.
13. The adequacy of school board facilities to accommodate new development or redevelopment and the provision or availability of school bussing.
14. Protection or enhancement of areas designated Natural Environment District where applicable.
15. Conserving cultural heritage resources.
16. The physical suitability of the land for the proposed use.

#### 6.4.6 Safety and Security Criteria

When reviewing development applications, ensure that safety and security measures are considered through such means as:

1. sufficient lighting in spaces intended for public use after dark to support the kind of activities envisioned for that space;
2. signs and an overall pattern of development that supports users' sense of orientation and direction;

3. preservation of clear lines of sight for persons passing through the space;
4. attention to the proposed mix of uses and their proximity to each other to ensure they are complementary;
5. the routing and design of bicycle and pedestrian routes so that they are accessible to populated areas.

#### **6.4.7 Parkland Dedication and Cash-in-lieu of Parkland**

Land for use as parkland or open space may be provided by conveyance in accordance with the provisions of the Planning Act and through other actions by public authorities. All lands conveyed as part of parkland dedication must be suitable for public recreational uses and acceptable to the municipality in accordance with the Planning Act. For residential purposes Council shall generally require a parkland conveyance of 5% of the land or the cash-in-lieu equivalent as provided in the Planning act. For commercial and industrial development Council shall generally require a conveyance of 2% of the land or the cash-in-lieu equivalent.

#### **6.4.8 Holding Provisions**

The use of Holding provisions in accordance with Section 36 of the Planning Act R.S.O. 1990 is permitted. A municipality may adopt holding provisions and when doing so shall clearly state the conditions which must be met prior to the removal of the “H” designation by Council. The use of Holding provisions shall conform to the policies of this Official Plan.

The following have been established as objectives for using holding provisions in a zoning by-law:

1. To assist in the phasing of development and/or redevelopment;
2. To co-ordinate development and/or redevelopment with the provision of water, sanitary sewage, storm sewer and other services;
3. To control development and/or redevelopment which may necessitate special design considerations;
4. To forestall development and/or redevelopment until such time that stated planning related criteria can be satisfied.
5. To aid in the selection of sites or areas that may be subject to holding provisions, the following locational criteria are identified:
  - i) lands in a built-up area which are undeveloped;
  - ii) lands which are unserved;
  - iii) lands which do not have adequate access or frontage onto a public roadway;
  - iv) lands which are adjacent to hazardous, noxious, temporary or otherwise undesirable uses or activities; and

- v) lands which are near or fronting onto public roads which are subject to hazardous conditions or are inadequate to handle current traffic volumes.

Removal of the holding provisions shall be accomplished by the adoption of an amending By-law in accordance with the provisions of Section 36 of the Planning Act, R.S.O. 1990 and related regulations.

Removal of the holding provisions shall occur only after Council is satisfied that all prescribed conditions or criteria have been satisfied.

It is intended that holding provisions shall be implemented by means of the Zoning By-law. Land or lands shall be zoned for its/their intended use and the holding symbol (H) shall be added as a suffix, separated from the principal zone by a hyphen. The Zoning By-law shall specify the uses of land permitted and any regulations applying to the land during the time for which the holding provisions are in place. Conditions or criteria that are to be satisfied before the holding provisions can be removed shall be clearly stated in the by-law.

#### **6.4.9 Temporary Use By-laws**

A Temporary Use By-law is a By-law passed by Council for the purpose of allowing a use that is otherwise prohibited by the Zoning By-law. A Temporary Use By-law must define the land or lands to which it applies and it shall prescribe the period of time during which it is in effect, which period of time shall not exceed three years from the day of passing of the By-law except in the case of a "Garden Suite" where a Temporary Use By-law cannot exceed a period of twenty years. Council may extend the period of time during which a temporary use is permitted by passing further By-laws, each of which shall not be in effect for more than three years.

The following criteria shall apply where a Temporary Use By-law, pursuant to the authority of Section 39 of the Planning Act, R.S.O. 1990, is used in the implementation of the Official Plan:

1. Temporary Use By-laws may not be passed to permit uses which do not conform with the Official Plan.
2. The proposed use shall be compatible or can be made compatible with the surrounding land uses;
3. Required services shall be adequate for the proposed use;
4. Access and parking shall be appropriate for the proposed use;
5. The proposed use is of a temporary nature and will not require any major construction or extensive capital investment on the part of the owner or that the owner will not experience undue hardship in reverting the original use upon termination of the temporary provisions.

#### **6.4.10 Interim Control By-laws**

Interim Control By-laws may be passed by Council in accordance with the provisions of Section 38 of the Planning Act for the purpose of controlling the use of land, buildings and structures within specifically identified areas for a specific period of time (i.e. not exceeding one year in length with provision for extending the time period for a total time period of not more than two years).

Prior to passing an Interim Control By law, it is first necessary for Council to pass a resolution directing that a review or study be undertaken in respect to land use planning policies in the municipality or in any area or areas thereof. It is intended that any Interim Control By law be passed in order to adequately control development in a designated area while the review or study is being completed. Where an Interim Control By law ceases to be in effect, Council may not for a period of three years pass a further Interim Control By law that applies to any lands to which the original Interim Control By law applied.

#### **6.4.11 Complete Applications**

The following list identifies the type of study or report which could be required in order for the City to proceed with the processing of a planning application. As every development proposal is considered on its own merit, a pre-submission consultation with municipal planning staff will be required in order to confirm the need for required information, studies or reports.

List of potential studies of reports:

- Archaeological Assessment
- Building Materials Samples
- Building Shadow Impact Assessment Study
- Coloured Perspective Drawings
- Concept Plan
- Construction Traffic Management Plan
- Cost Estimate for External Works
- Environmental Impact Statement
- Environmental Site Assessment
- Functional Servicing Report
- Heritage Impact Assessment Report
- Illumination and Traffic Signal Plan
- Landscape Plan
- Natural Heritage Evaluation
- Noise Attenuation Study
- Parking and Loading Study
- Pavement Marking and Signage Plan
- Photographs of Existing Context
- Planning Rationale report
- Reference Plan for Land Conveyances
- Sight-line Study
- Transportation/Traffic Impact Study
- Tree Inventory
- Tree Preservation Plan
- Urban Design Brief
- Utilities Plan
- Others (as required by the municipality)

The specific type and number of supporting documents will be identified following the pre-submission and/or pre-application meeting.

#### **6.4.12 Community Improvement Area**

The entire Village is designated a Community Improvement Area.

Council may, by by-law, designate the lands within a Community Improvement Area as a Community Improvement Project Area whereupon Council shall undertake the preparation of a Community Improvement Plan for such area or areas. Prior to designating a Community Improvement Plan Area, Council shall repeal all previous designating by-laws adopted under the Planning Act for Community Improvement purposes in the area to be designated as a Community Improvement Project Area.

Subject to Section 28 of the Planning Act, in pursuing the objectives of the Official Plan's Community Improvement Policies Council may:

1. sell, lease or dispose of lands and buildings acquired or held by the municipality;
2. give loans and grants to owners, tenants and their assignees for rehabilitation purposes;
3. provide tax assistance by freezing or canceling the municipal portion of the property tax on eligible properties for remediation purposes; and
4. issue debentures with the approval of the Ontario Municipal Board.

##### **6.4.12.1 Policy Objectives**

The policy objectives are as follows:

1. To upgrade and maintain all essential municipal services and community facilities.
2. To ensure that community improvement projects are carried out within the built up areas of the Village.
3. To ensure the maintenance of the existing building stock.
4. To preserve heritage buildings through rehabilitation, renewal and re-use.
5. To facilitate the remediation, rehabilitation and \or redevelopment of existing Brownfield sites;
6. To encourage private sector investment and the strengthening of the economic base.
7. To enhance the visual appearance of Community Improvement Areas.
8. To revitalize the Village Core as a mixed use area and a vibrant destination.

##### **6.4.12.2 Preparation and Adoption of a Community Improvement Plan**

Council shall have regard for the following matters in the preparation and adoption of a Community Improvement Plan, namely;

1. the basis for selection of the community improvement project areas with specific consideration of the following:

- i) That there is evidence of a need to improve municipal services such as roads, sidewalks, recreational pathways, street lighting, parking, sanitary and storm sewers, water supply, parks and recreation, community facilities, the waterfront areas or streetscaping. Improvements may apply to some or all of the above services.
  - ii) That the phasing of improvements corresponds to the timing of improvements by the municipality and/or senior governments and is within the financial capability of the municipality.
  - iii) That a significant number of buildings in an area show signs of deterioration and need of repair.
  - iv) That there is evidence that a site can be classified as a Brownfield and that the adoption of a community improvement plan would assist in the remediation, rehabilitation and/or redevelopment of a property or area.
  - v) That improvement to the visual appearance or aesthetics be required.
  - vi) That improvements will have a significant impact on strengthening the economic base of the community.
2. the boundary of the area and the land use designations contained in this Plan;
  3. properties proposed for acquisition and/or rehabilitation;
  4. the estimated costs, means of financing and the staging and administration of the project;
  5. the provision of sufficient flexibility, as circumstances warrant, where project and costing revisions are necessary;
  6. the phasing of improvements and the means of their implementation; and
  7. citizen involvement during the preparation of a Community Improvement Plan.

#### **6.4.12.3 Implementation of a Community Improvement Plan Policies**

Council shall implement the general principles and policies of this Section as follows:

1. through the identification of specific community improvement projects and the preparation of Community Improvement Plans;
2. through participation in programs with senior levels of government;
3. through enforcement of the Municipality's Property Standards Bylaw;
4. through the acquisition of land to implement adopted Community Improvement Plans;
5. through the encouragement of the orderly development of land as a logical and progressive extension of development which provides for the infilling of underutilized land;
6. Through the encouragement of the private sector to utilize available government programs and subsidies; and

7. by encouraging the rehabilitation of existing buildings and structures which will be used for a purpose compatible with the surrounding area.

#### **6.4.12.4 Phasing**

Council shall have regard for the phasing of improvements in order to permit a logical sequence of events to occur without unnecessary hardship to area residents and the business community. The improvements should be prioritized having regard for available municipal funding.

#### **6.4.13 Maintenance and Occupancy Standards**

It is the policy of Council to maintain the physical condition of the existing building stock by adopting and enforcing a Municipal Property Standards By-law as enacted under Section 15.1 of the *Building Code Act*, R.S.O. 1990, as amended.

Council may further support property maintenance and safe occupancy by:

1. Utilizing available government programs, where applicable, to provide financial and administrative support to individuals seeking to improve their properties.
2. Maintaining municipally owned buildings, properties and community facilities and providing or maintaining municipal services in good repair.
3. Using or encouraging the use of associated legislation such as the Ontario Fire Code for the retrofit of buildings and Part 11 of the Ontario Building Code also respecting the retrofit of buildings.
4. Appointing a Property Standards Officer to enforce the By-law and by the appointment of a Property Standards Committee under the provisions of Section 15.6 of the *Building Code Act*, R.S.O. 1992, as amended.
5. Council may amend the Property Standards By-law to prescribe minimum standards for the maintenance of heritage attributes for properties designated under the *Ontario Heritage Act*.

#### **6.4.14 Building Permits**

In accordance with the provisions of Section 8 of the *Ontario Building Code Act*, R.S.O. 1992, as amended, it is a policy of this Plan that building permits will not be issued where the proposed construction does not conform to the provisions of the Zoning By-law.

### **6.5 Economic Development**

#### **6.5.1 Introduction**

Council recognizes that the economic base of the Village is dependent upon a mix of commercial, service industries, and tourism. Council's intent is to establish a framework in which to encourage new economic growth and new employment generation while sustaining existing economic strengths.

#### **6.5.2 Objectives**

1. To sustain the strengths of the existing economic base and to broaden the Village's employment opportunities.
2. To sustain and to build on the existing strength of the commercial and tourism sectors of the economy.



3. To undertake initiatives to stimulate new employment generation.
4. To work cooperatively with senior governments and community groups in promoting and undertaking economic development activities.

### **6.5.3 General Policies**

In addition to specific land use policies elsewhere in this Plan, Council will undertake several measures to sustain, strengthen and diversify the economic base including:

1. Providing a policy framework which facilitates the planning and delivery of municipal services necessary for the development or redevelopment of lands for commercial, industrial and other employment generating activities.
2. Expediting planning and other approvals necessary at the municipal level to permit the development of lands or construction of new buildings associated with economic development.
3. Supporting community improvement programs.
4. Encouraging and facilitating employment in the construction industry through expediting the approvals of plans of subdivision and consents.
5. Introducing a program of community promotion through better signage on Village roads.
6. Allocating funds for the development of promotional literature and multi-media promotional materials.
7. Encouraging an “Open for Business” philosophy towards economic opportunities in the design of municipal by-laws regulating and licensing businesses.
8. Encouraging the development of home based businesses.
9. Encouraging measures that will extend the length of the tourist season.

### **6.5.4 Home Based Business**

Home based businesses are permitted in all areas where residential uses are permitted subject to the provisions of the implementing Zoning By-law and other by-laws established by Council as well as the principles set out herein. Permitted uses shall include, but are not limited to professional, administrative and consulting services, office uses, computer technology uses, instructional services, distribution sales offices and, artisan studios. Home based businesses shall be:

1. clearly accessory, secondary, incidental and subordinate to the permitted residential use;
2. compatible with surrounding residential and/or non-residential uses;
3. regulated by Council through provisions contained within the zoning by-law.

Home based businesses of an industrial nature, such as a carpentry shop, tinsmith shop, welding shop etc., may be permitted as an accessory use to a principal residential use. Council may however restrict these types of home based businesses to specific sectors through the Zoning By-law.

### **6.5.5 Brownfield Redevelopment**

Brownfield sites are undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

From an economic perspective, brownfields can result in reduced property values, economic activity and employment. Vacant and underutilized properties in serviced urban areas represent an opportunity to increase development densities. From an environmental perspective, brownfields can present a threat to ecological and human health and safety. From a social perspective, the existence of brownfields can lead to neighbourhood deterioration, threats to personal safety and security, and reduced quality of life.

The benefits that result from brownfield redevelopment are also environmental, economic and social. The economic benefits of brownfield redevelopment can include increased employment in urban areas and increased property values. Environmental benefits can include the removal of threats to the health of residents and workers, the protection of groundwater resources and wildlife habitats and a reduction in unplanned growth. The social benefits of brownfield redevelopment can include neighbourhood revitalization, improved safety and security, the provision of additional housing opportunities through intensification and infill, and an increased sense of community pride. Financial incentive programs that result in an increase in brownfield development will translate into economic, environmental and social benefits.

Accordingly the municipality shall identify and promote opportunities for intensification and redevelopment of Brownfield industrial sites. Private sector investment in the re-use and/or redevelopment of underutilized and/or abandoned Brownfield industrial lands may be encouraged through the use of Community Improvement as described in section 6.14 and the related financial tools including property tax and building permit fee incentives.

## **6.6 SOCIAL AND CULTURAL POLICIES**

### **6.6.1 Affordable Housing**

Council will strive to meet a target of 25% of all new housing to be affordable housing by enabling a full range of housing types and densities to meet projected demographic and market requirements of current and future residents of the village by:

1. Monitoring the need for social assisted housing for households and seniors. Where specific needs are identified, Council will work with the Ministry of Municipal Affairs and Housing and the Social Services Department of the united Counties to meet identified needs.
2. Encouraging infill and housing intensification. This may be achieved through the conversion of single detached dwellings to multiple units, through the provision of secondary suites, through re-development at higher densities, through land severances on large under-utilized lots which create opportunities for development on the severed lot (subject to the relevant policies elsewhere in this plan) and through infill on vacant lands.
3. Ensuring a minimum 10-year supply of residential land at all times.
4. Working with the development industry to ensure that a 3-year minimum supply of registered or draft approved lots and blocks for new residential development is available at all times based on sufficient servicing capacity.
5. Monitoring population projections and the residential development targets.
6. Making provision for alternative housing types such as accessory dwelling units.

7. Encouraging cost-effective development standards and densities for new residential development to reduce the cost of housing.

Affordable housing is defined as housing which is valued at 10% below the average resale price of housing in the regional market area.

### **6.6.2 Group Homes**

A group home is defined as a single housekeeping unit in a residential dwelling in which 3 to 10 residents (excluding supervisory or operating staff) live together under responsible supervision consistent with the requirements of its residents. The home is licensed or approved under provincial statute and is in compliance with municipal by-laws.

A group home shall be permitted in all residential land use designations.

A group home shall be permitted in a single detached dwelling or a semi-detached or duplex dwelling provided that both units are occupied by one group home operation and that the total number of residents does not exceed ten (10).

An accessory dwelling unit or a garden suite shall not be permitted on the same lot as a licensed group home.

### **6.6.3 Heritage Conservation**

The municipality will maintain a cultural heritage resource register resulting in inventories of significant heritage buildings as well as a list of locally significant buildings and structures. The heritage resources policies of this plan shall apply when:

1. conserving heritage buildings, cultural heritage landscapes and archaeological resources that are under municipal ownership and/or stewardship;
2. conserving and mitigating impacts to all significant cultural heritage resources, when undertaking public works;
3. respecting the heritage resources identified, recognized or designated by federal and provincial agencies;

Council may permit development and site alteration on adjacent lands located to protected heritage property where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved. A heritage impact assessment, conducted by a qualified professional, may be required if there are any adverse impacts to any significant cultural heritage resources resulting from development proposals. Mitigative measures and/or alternative development approaches may be required for the conservation of heritage attributes of a protected heritage property. The Ontario Heritage Act may be utilized to conserve, protect and enhance any significant cultural heritage resources located within the village.

Council shall obtain updated archaeological site mapping from the Ministry of Culture under the provisions of a municipal-provincial data sharing agreement, and update this database as new archaeological sites are identified from land development and on the Provincial archaeological sites database.

Areas of archaeological potential are determined through the use of provincial screening criteria, or criteria developed based on the known archaeological record within the Village. Criteria include features in proximity to water such as current or ancient shorelines, rolling topography, unusual landforms, and any known significant heritage areas such as portage routes or other places of past human settlement. All lands within 300 metres of any shoreline are subject to a Phase I Archeological Review. Subject to the review of the Phase I study, which shall be conducted by a qualified archeologist, the applicant may be requested to undertake further investigations if it is recommended in the Phase 1 report.

Council may consider archaeological preservation in situ, to ensure that the integrity of the resource is maintained. The heritage integrity of archaeological resources can be preserved by adopting Archaeological Zoning By-laws under section 34 of the Planning Act, to prohibit any land use activities or the erection of buildings or structures on land which is a site of a significant archaeological resource.

Council shall consult appropriate government agencies, including the Ministry of Culture and the Ministry of Consumer and Business Services (MCBS), when an identified human cemetery, marked or unmarked human burial is affected by land use development. The provisions under the Heritage Act and the Cemeteries Act shall apply.

## **7.0 ADMINISTRATION OF THE OFFICIAL PLAN**

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### **7.1 Amendments to the Official Plan**

Amendments to this Plan shall be considered in accordance with related policies elsewhere in this Plan. In general, amendments will only be considered when they are justified and when the required supportive information is provided as stated in the policy sector proposed for revision. Proposed amendments to this Plan shall be accompanied by sufficient information to allow Council to fully understand and consider the following:

1. the impact of the proposed change on the achievement of the stated goals, objectives and policies expressed in this Plan;
2. the need for the proposed change;
3. the effect of the proposed change on the need for public services and facilities.

In addition when considering amendments which affect the use of a specific site or sites, Council shall consider:

1. whether there is a need to add the site or sites to the lands already designated for the proposed use;
2. the physical suitability of the land for the proposed use.

### **7.2 Consultation**

Council shall undertake a community consultation program for all amendments to and reviews of the Plan. The consultation process shall include timely provision of adequate information as well as opportunities for members of the public to discuss this information with City staff and to present views to Council. Public meetings shall be held in accordance with the relevant provisions of the Planning Act.

#### **7.2.1 Consultation with First Nations**

The Algonquins of Ontario shall be consulted on any Archaeological Studies related to proposed developments where areas of Algonquin Interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified.

The Algonquins of Ontario shall be consulted on any Environmental Impact Studies related to proposed developments where areas of Algonquin interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified.

### **7.3 Review and Monitoring of the Official Plan**

Council shall at regular intervals of not more than five years, undertake a review of this Plan, or parts thereof, to ensure that:

1. the Plan's goals and objectives remain valid and realistic in light of prevailing circumstances;
2. the Plan's policies are adequate for the achievement of its goals and objectives.
3. The Plan continues to be consistent with the Provincial Policy Statement.

In order to facilitate the review of this Plan, Council will monitor the achievement of its objectives and the effectiveness of its policies.

#### **7.4 Land Use Designation Boundaries**

The boundaries of the land use designations established by this Plan and as shown on the attached Schedules are intended to be approximate and shall be considered as absolute only where they coincide with roads, rivers, lot lines shown in an implementing Zoning By-law, or other clearly defined physical feature.

Where land use designation boundaries are considered as approximate, amendments to this Plan will not be required in order to make minor adjustments to the boundaries provided that the general intent and purpose of the Plan are maintained. Such minor adjustments shall be determined by Council and will not need to be incorporated into the land use schedules.

Where the land use boundaries are considered as absolute, the location of the boundaries is not open to interpretation and an amendment to this Plan will be required in order to deviate from or change these boundaries.

#### **7.5 References to Statutes**

Where any Act or portion of any Act is referred to in this Plan, such references shall be interpreted as referring to the stated Act or portion of the Act and any subsequent changes to or renumbering of these sections of such Act.

#### **7.6 References to Ministries and Review Agencies**

Throughout this Official Plan, references are made to various Provincial Ministries and agencies in regard to the review of and/or input on various types of planning issues and development proposals. While such references are considered to be current at the date of adoption of this Official Plan, it is acknowledged that changes may occur as a result of ongoing changes in the planning and application review processes in the Province of Ontario. No amendment to this Plan is required in order to acknowledge such changes; however, it is the intent to update such Ministry and agency references at the time that general reviews and updates of the Official Plan are undertaken.

#### **7.7 Interpretation of Figures, Quantities, Terms and Uses**

It is intended that all figures and quantities herein shall be considered as approximate unless stated otherwise. Amendments to the Official Plan will not be required where Council is satisfied that the variance from the figure or quantity is minor and that the intent of the policy in question is met.

The Provincial Policy Statement includes definitions of numerous significant terms used in its policies. These definitions will apply to instances in this Plan where the same terms are used, for instance in

reference to “development”, “adjacent lands”, or “significant”, among others. Where this Plan employs a different meaning for a term defined in the Provincial Policy Statement, this will be specifically identified in the text of the Plan.

Where examples of permitted uses are provided for in the land use polices of the Plan, it is intended that these be recognized as representative examples as opposed to a definitive and/or restrictive list of uses. The implementing Zoning By-laws shall ensure that all permitted uses are consistent with the intent of this Official Plan.