

Wednesday, February 10, 2016

1:30 p.m.

Guelph/Eramosa Township Municipal Building

1. Call To Order
2. Approval of Agenda
3. Declaration of Pecuniary Interest
4. Announcements/Presentations
5. Approval of Minutes
 - 5.1 January 6, 2016 (Regular Meeting)
 - 5.2 January 6, 2016 (Closed Meeting)
6. Delegations

None.
7. Regular Business
 - 7.1 Planning Department Report 16/05 re: Comprehensive Zoning By-law Review – Report 20: Proposed Mapping.
 - 7.2 Planning Department Report 16/06 re: Comprehensive Zoning By-Law Review – Report 21: Summary of Proposed Changes.
8. Closed Session

None.
9. Next Meeting

March 2, 2016 at 1:30 p.m.
10. Adjournment

The Corporation of the Township of Guelph/Eramosa

Economic Development Committee

MINUTES

Wednesday, January 6, 2016

1:30 p.m.

Guelph/Eramosa Township Municipal Building

Present: Mayor Chris White, David Wolk, Corey Woods, and Mark Bouwmeester.

Staff: CAO Ian Rogers, Planning Associate Kelsey Lang, Clerk/Director of Legislative Services Meaghen Reid and Acting Deputy Clerk Joanne Hyde.

1. Mayor White called the meeting to order at 1:31 p.m.

2. Approval of Agenda

Moved by: Mark Bouwmeester

Seconded by: Corey Woods

Be it resolved that the Agenda for the January 6, 2016 Economic Development Committee Meeting be approved, as amended.

Carried Unanimously

3. Declaration of Pecuniary Interest

None.

4. Announcements/Presentations

None.

5. Approval of Minutes

Moved by: Mark Bouwmeester

Seconded by: Corey Woods

Be it resolved that the Minutes of the Regular Economic Development Committee Meeting on December 2, 2015 be approved, as presented.

Carried Unanimously

6. Delegations

None.

7. Regular Business

- 7.1 Planning Report 16/01 regarding Bill 73: Smart Growth for our Communities Act and Changes to the Planning Act.

Moved by: David Wolk
Seconded by: Mark Bouwmeester

Be it resolved that the Economic Development Committee has received Planning Report 16/01 regarding Bill 73: Smart Growth for our Communities Act and the Changes to the Planning Act.

Carried Unanimously

- 7.2 Planning Report 16/02 regarding Planning Files Update.

Moved by: Mark Bouwmeester
Seconded by: David Wolk

Be it resolved that the Economic Development Committee has received Planning Report 16/02 regarding Planning Files Update.

Carried Unanimously

- 7.3 Zoning Mapping Discussion.

Kelsey Lang, Planning Associate, provided an update on the transfer of zoning maps from paper to GIS and demonstrated the interactive zoning maps available through the County of Wellington website.

- 7.4 International Plowing Match (IPM) 2016 Discussion.

Moved by: Mark Bouwmeester
Seconded by: David Wolk

Be it resolved that the Economic Development Committee recommends that Council include the following amount in the 2016 budget for the 2016 International Plowing Match in the County of Wellington: \$5,000.

Carried Unanimously

8. Closed Session

- 8.1 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (OMB Matter).

Moved by: Corey Woods
Seconded by: Mark Bouwmeester

Be it resolved that Council for the Township of Guelph/Eramosa rise and sit in closed session of Council under Section 239 of the Municipal Act for the purpose of:

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried Unanimously

Moved by: Mark Bouwmeester
Seconded by: David Woods

Be it resolved that the Council for the Township of Guelph/Eramosa rise and sit in open session of Council.

Carried Unanimously

10. Next Meetings

February 3, 2016 at 1:30 p.m.

11. Adjournment

The meeting was adjourned at 2:38 p.m.

Chris White, Mayor

Meaghen Reid, Clerk

PLANNING REPORT – 16/05

TO: ECONOMIC DEVELOPMENT COMMITTEE

FROM: KELSEY LANG, PLANNING ASSOCIATE

MEETING DATE: FEBRUARY 10, 2016

**SUBJECT: COMPREHENSIVE ZONING BY-LAW REVIEW -
REPORT 20: PROPOSED MAPPING**

SUMMARY:

The Township of Guelph/Eramosa may wish to consider the Township-initiated re-zoning of specific properties in order to increase conformity with the Official Plan and the development potential of the identified properties, and updating of the Hazard zone, to be in conformity with the Core Greenlands designation of the Official Plan.

RECOMMENDATION:

It is recommended that the Economic Development Committee of the Township of Guelph/Eramosa:

1. Receive Planning Report 16/05 regarding Comprehensive Zoning By-law Review Report 20: Proposed Mapping; and
2. Endorse the proposed Mapping Open House date of March 8, 2016, and direct staff to begin providing notice to the public.

SUMMARY:

The purpose of the Township's Zoning By-law is to implement the Wellington County Official Plan and to regulate land use in the Township. As such, the Official Plan designates areas for certain types of land uses (ie: residential or rural employment) and the Zoning By-law defines how these land uses will be implemented (ie: low density residential or rural industrial). Through the mapping changes in the Zoning By-law review, properties have been identified which could be re-zoned by the Township in

order to increase conformity with the Official Plan. This report summarizes the proposed mapping changes and describes the justification for why these changes should be considered.

HAZARD ZONE UPDATES:

The Hazard zone is the Township's environmental protection zone, and covers provincially significant wetlands, large woodlands, and hazardous areas such as steep slopes. The objective of the Hazard zone is to limit uses to protect natural features and human life by prohibiting development in hazardous areas, such as floodplains, in consistency with the policies of the Grand River Conservation Authority. As such, the uses that are permitted in the Hazard zone are restricted to passive recreation, agricultural uses, conservation, and existing uses.

The Hazard zone implements the Core Greenlands designation in the Wellington County Official Plan, and as such, the purpose of the Hazard zone is to protect the same lands. During the last mapping update in 2011, the Hazard zone was adjusted to match the Core Greenlands designation, and Staff are proposing to repeat this exercise.

This exercise is recommended, because of the increased level of detail available in both the County data and the Township data. It is also recommended to help reduce the number of cases where the zoning and the designation do not correspond. In the case where the Hazard zone does not protect lands that are designated as Core Greenlands, natural features which are deemed significant or hazardous are not being protected to the degree that they should be. In the case where the Hazard zone protects lands which are not designated as Core Greenlands, the Zoning By-law is protecting lands that are in addition to what the Province, County and GRCA believe should be protected. While the Township is able to protect additional lands that it deems to be significant environmental features or hazardous, there should be justification for doing so.

RE-ZONING OF SPECIFIC PROPERTIES:

Two categories of properties are proposed to be considered for site-specific re-zonings. The first category of properties has generally had their uses broadened through Special Provisions, such that they are consistent with a broader zoning category. For example, a property may be located within a Hamlet Area and zoned 'Agricultural' with a Special Provision which permits a wide variety of commercial uses. This broad range of permitted uses, along with the fact that the Agricultural zoning is not consistent with the Official Plan, would justify the consideration of this property for re-zoning by the Township.

The second category of properties exists within a Hamlet Area but are zoned such that the zoning does not fit within the categories of residential, limited commercial, or limited

industrial. For example, a property may be of a small lot area, located within a Hamlet Area, and zoned Agricultural. Because the Agricultural zoning is not consistent with the Official Plan and the limited lot area makes it unlikely that the parcel would be used for agricultural purposes, this property could be considered for re-zoning by the Township.

Both of these categories have the benefits of reducing the restrictions on the specific properties, and reducing the number of processes that would be needed for any future development. For example, a parcel with a small lot area would need a minor variance whenever they were not able to meet the regulations of the Agricultural zone, whereas if this property was re-zoned to the Rural Residential zone, the minor variance process may not be required, if they met the regulations of that zone.

RE-ZONING OF THE KISSING BRIDGE TRAIL:

The final proposed mapping changes are to re-zone the former rail corridor, which are used for the Kissing Bridge Trail, to Open Space. This corridor is currently zoned in a number of ways, as it is included in the zones of the abutting properties. However, the lands are not suitable for agricultural, residential, or industrial uses, and are used solely for recreational uses, which are not permitted uses in those zones. As such, Staff are proposing to re-zone the properties that make up the corridor to recognize and protect the existing trail use.


PROPOSED MAPPING AND NEXT STEPS:

Township Staff are working with the County Staff to have the mapping changes prepared and presented for the February 10 Economic Development Committee meeting. The proposed mapping will then be circulated to the public for comment, with a proposed Open House at the Township Offices. This Open House is proposed to be held at the Township Offices from 5:30 – 6:30 pm on March 8th, 2016, for the public to have an opportunity to examine the proposed maps in person. All feedback received will then be taken into consideration for the development of the final proposed mapping.

Respectfully Submitted By:

Kelsey Lang
 Planning Associate

Reviewed and Approved By:



Dan Currie, RPP, MCIP
 MHBC Planning

Reviewed By:

Ian Roger, P Eng
CAO

PLANNING REPORT – 16/06

TO: ECONOMIC DEVELOPMENT COMMITTEE

FROM: KELSEY LANG, PLANNING ASSOCIATE

MEETING DATE: FEBRUARY 10, 2016

**SUBJECT: COMPREHENSIVE ZONING BY-LAW REVIEW -
REPORT 21: SUMMARY OF PROPOSED CHANGES**

SUMMARY:

The Township of Guelph/Eramosa is well into the process of updating its current Zoning By-law to reflect changes that have occurred in the Township since the last major updates took place in 1999. This report outlines the updated timeline, community engagement, and summarizes the proposed changes.

RECOMMENDATION:

It is recommended that the Economic Development Committee of the Township of Guelph/Eramosa:

1. Receive Planning Report 16/06 regarding Comprehensive Zoning By-law Review Report 21: Summary of Proposed Changes.

UPDATED TIMELINE:

Township staff confirm that the Comprehensive Zoning By-law Review is on schedule to take effect in mid-2016. The updated timeline below indicates the estimated progression. This updated timeline could change depending on the feedback received during the process and many other factors. This outline is being provided as a rough guideline only.

DATE	TOPICS
February 10, 2016	Mapping review. Review proposed changes.
February 16, 2016	Council endorsement for proposed draft.
March 8, 2016	Mapping Open House at the Township offices from 5:30 - 6:30 pm.
March 21, 2016	Official application is received by Council as complete, and Public Meeting date is set.
May 16, 2016	Legislated Public Meeting is held.
June 6, 2016	By-law is considered by Council.
July 1, 2016	Should Council pass the By-law on June 6 th , and should no appeals be received, the new Zoning By-law would come into force and effect.

COMMUNITY ENGAGEMENT:

A total of five open houses and one public meeting are proposed to ensure that the public and business community has an opportunity to be engaged in the Zoning By-law review process.

The first two open houses were held on May 11, 2015 at Rockmosa Community Centre, and May 14, 2015 at Marden Community Centre. This set of open houses provided basic information about the process to participants and requested feedback on the discussion topics to be included in the review.

The second two open houses were held on October 26, 2015 at Rockmosa Community Centre, and November 3, 2015 at Marden Community Centre. This set of open houses presented the first draft of the Zoning By-law, pointed out key changes, assisted participants with determining how the changes may affect them, and requested public feedback.

The final open house is proposed to be held at the Township offices on March 8th, 2016 to provide the public with an opportunity to review the proposed mapping changes and provided any comments related to the proposed changes. Any individual whose properties will be directly affected will be contacted by mail, as well as the general notices promoted by the Township and placed in the Wellington Advertiser.

A legislated public meeting is proposed to follow in May 2016 as part of the official process. The proposed Zoning By-law would be presented for public consideration at this meeting. Subsequent meetings could occur, if deemed necessary by Council.

In addition, it is our intent to engage the local business community in on-going discussions to gather feedback on how proposed changes may impact or support their day-to-day operations.

Public notice of these events have included, and will continue to include: newspaper notices, posting information in public locations, posting information on the Township website, and sharing information with local community groups to disperse amongst their members.

DISCUSSION TOPICS:

A number of topics had been identified and discussed by Council as items in the Comprehensive Zoning By-law Review. The list of identified topics, dates that the discussion occurred, and result of the discussion is listed below:

Topic	Discussion Time	Final Proposed Change
Accessory Apartments	March 2015	Passed by separate By-law in June 2015.
Agricultural Zone Diversification & Rural Home Industry	April 2015	Broadened permitted uses and definitions as far as currently permitted under the Official Plan.
Garden Suites	April 2015	Removed the requirement for a ZBA to temporarily permit a garden suite, and instead defer to related corporate policy to prepare development agreement.
Shipping Containers	April 2015	Added regulations regarding the use of shipping containers on Agriculturally zoned properties.

Topic	Discussion Time	Final Proposed Change
Zone Options for increasing conformity with the Official Plan	May 2015	As discussed in proposed mapping changes.
Home Occupations	June 2015	Generally retained the same regulations as the current Zoning By-law with minor clarifications.
Commercial Zones	June 2015	Uses have been added and removed as per the Official Plan designation, and the objectives of each zone.
Parking Regulations	June 2015	Passed by separate By-law, and subsequently appealed to the OMB. Hearing date is set for Feb. 17, 2016.
Prohibited Uses - Kennels & Food Carts	June 2015	Food Carts have been removed from the list of prohibited uses, while Kennels remain on the list of prohibited uses.
Industrial Zones	September 2015	Uses have been added and removed as per the Official Plan designation, and the objectives of each zone. The Agricultural Business Zone (M2) has been removed.
Process	September 2015	The process will occur through a repeal of the current Zoning By-law, and a passing of the new Zoning By-law.

NEXT STEPS:

As outlined in the updated timeline above, the next step will be for Council to endorse the draft Zoning By-law, proposed mapping, and updated timeline. The draft will continue to be refined through public and agency comments prior to submission as a formal application on March 21, 2016.

Respectfully Submitted By:

Kelsey Lang
Planning Associate

Reviewed and Approved By:



Dan Currie, RPP, MCIP
MHBC Planning

Reviewed By:

Ian Roger, P Eng
CAO