

COUNTY OF RENFREW

BY-LAW NUMBER

**A BY-LAW TO ADOPT AMENDMENT NO. 35 TO THE OFFICIAL PLAN
OF THE COUNTY OF RENFREW**

WHEREAS the Council of the Corporation of the County of Renfrew, in accordance with the provisions of Sections 17 and 21 of the Planning Act, as amended hereby enacts as follows:

1. THAT Amendment No. 35 to the Official Plan of the County of Renfrew, consisting of the attached text and Schedule "A" is hereby adopted.
2. THAT the Clerk is hereby authorized and directed to make application to the Minister of Municipal Affairs and Housing for approval of Amendment No. 35 to the Official Plan of the County of Renfrew.
3. THAT this By-law shall come into force and take effect on the day of final passing thereof.

READ a first time this XXth day of January 2023.

READ a second time this XXth day of January 2023.

READ a third time this XXth day of January 2023.

, WARDEN

CRAIG KELLEY, CLERK

**AMENDMENT NO. 35
TO THE
OFFICIAL PLAN
OF THE
COUNTY OF RENFREW**

Prepared For: The Corporation of
the County of Renfrew

Prepared By: Development & Property
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AMENDMENT NO. 35 TO THE OFFICIAL PLAN FOR
THE COUNTY OF RENFREW

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THE CONSTITUTIONAL STATEMENT

PART A - THE PREAMBLE does not constitute part of this amendment.

PART B - THE AMENDMENT consisting of the following text and Schedule "A" constitutes Amendment No. 35 to the Official Plan for the County of Renfrew.

PART A - THE PREAMBLE

Purpose

The purpose and effect of the proposed amendments to the County of Renfrew Official Plan is to update some of the Implementation and Interpretation policies set out in Section 17. These updates are in accordance with provincial planning direction and changes to the Planning Act, put forth through Bill 109, the More Homes For Everyone Act, 2022.

Location

The Official Plan amendment affects lands throughout the entire County, therefore a key map or description of the affected lands is not provided.

Basis

The Official Plan for the County of Renfrew was adopted by the Council of the County of Renfrew on March 27, 2002, and approved by the Minister of Municipal Affairs and Housing on June 16, 2003. The Official Plan was recently updated by Official Plan No. 31, under Section 26 of the Planning Act, and approved by the Minister of Municipal Affairs and Housing on August 19, 2021. This amendment represents the thirty-fifth amendment to the Official Plan.

In addition, the Official Plan Amendment includes enabling policies to allow municipalities to delegate the approval of zoning amendments which are minor in nature which include the removal of holding zones and temporary use by-laws.

Summary of Key Changes to the Official Plan

The proposed changes will help differentiate between the general inquiry process and a new, pre-application review process, enhance the requirements for a complete application, adds complete application requirements for site plan applications, and provides fee options for municipalities to consider when implementing a tariff of fee by-law. New policies were added to enable municipalities to delegate the approval of minor zoning amendments.

PART B - THE AMENDMENT

All of this part of the document entitled Part B - The amendment, consisting of the following text constitutes Amendment No. 35 to the Official Plan.

Details of the Amendment

The Official Plan is amended as follows:

- a) In the first sentence of Sub-Section 17.5(4), the words “the Council of” are deleted.
- b) Section 17.5(6) is deleted and replaced with the following:

“Proposals subject to the provisions of this section may require the approval of plans and drawings (including elevations and cross-section views) which illustrate the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided. In accordance with the provisions of the Planning Act, as amended from time to time, the owner of land may be required to enter into a Site Plan Control Agreement and provide to the satisfaction of the approval authority such matters as:

- (a) road widenings of highways that abut the land, to provide the minimum road right-of-way widths that would conform to the Ministry of Transportation Permit Requirement Area requirements;
- (b) access to and from the land;
- (c) on-site vehicular loading and parking facilities;
- (d) lighting facilities of the land or any buildings or structures thereon;
- (e) all means of pedestrian access;
- (f) landscaping of the land;
- (g) Matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, but only to the extent that it is a matter of exterior design;

- (h) matters relating to exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design;
 - (i) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities;
 - (j) facilities for the storage of garbage and other waste material;
 - (k) required Municipal easements; and
 - (l) grading or alteration in elevation or contour of the land and disposal of storm, surface and waste water from the land."
- c) In the first sentence of Sub-Section 17.5(8), the words "The Council of the local municipality and/or County Council" are deleted and replaced with "The approval authority".
- d) By adding the following new subsection (6) to "Section 17.6 – Holding Provisions" immediately following Subsection 17.6(5):
- “(6) An approval authority may by by-law delegate the authority to pass a by-law to remove a holding zone to a committee of council or an individual who is an officer, employee or agent of the municipality.”
- e) By adding the following new subsection (2) to "Section 17.8 – Temporary Uses" immediately following Subsection 17.8(1):
- “(2) An approval authority may by by-law delegate the authority to pass a by-law to authorize the temporary use of land buildings or structures in accordance with subsection 39(1) of the Planning Act to a committee of council or an individual who is an officer, employee or agent of the municipality.”
- f) By adding the following text to the end of Section "17.14 – Zoning By-laws" immediately following the last sentence:
- “An approval authority may by by-law delegate the authority to pass a by-law which is minor in nature to a committee of council, or an individual who is an officer, employee or agent of the municipality.”

- g) The text in Section 17.16 is deleted and replaced with the following:

Municipalities may, by by-law, establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the Municipality or to the Committee of Adjustment in respect of the processing of each type of application provided for in the tariff. Fees for applications may vary based on complexity of the application processing and review requirements. In addition to application fees, municipalities may implement fees for other matters such as general inquiries, pre-consultations, incomplete applications, and peer review.

- h) Section 17.17 is deleted and replaced with the following:

17.17 General Inquiry, Pre-consultation Review, and Complete Application

The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan as determined by the approval authority. The County and/or Local municipalities may develop guidelines, Terms of References (TOR) and/or general descriptions of the studies, reports and information that may be required as part of a complete application. These guidelines/TOR may be included as an appendix to this plan, and may be revised, in both instances without the need for an Official Plan Amendment. Applicants are encouraged to submit a general inquiry ahead of submitting any applications for development. Where required by by-law, applicants are required to undertake a pre-consultation review with the approval authority before submitting an application.

(1) General Inquiry

Prior to the submission of an application under the Planning Act an applicant is encouraged to submit a general inquiry with the approval authority. The purpose of the general inquiry is to determine the scale and scope of any required information or material required at the time of application submission or for the pre-consultation review.

(2) Pre-consultation Review

- a) Prior to the submission of an application for an official plan amendment, zoning by-law amendment, consent, plan of subdivision or condominium, and/or site plan, municipalities may, by by-law, require a

mandatory pre-consultation review. This may include a meeting held with the Municipality and any other external agency as deemed appropriate by the Municipality. The purpose of this pre-consultation is to review the proposed application and the relevant studies and/or information outlined in Section 17.3, prior to the submission of an application.

- b) The pre-consultation review may require peer review, technical sign-off or acceptance, and/or external agency sign-off of technical studies as part of the review process. The pre-consultation review may also incorporate public engagement as part of the review process (See Section 17.18). This engagement may include the hosting of public information sessions, open houses, public meetings, or other strategies.
- c) The approval authority undertaking the pre-consultation review process will provide a letter to an applicant confirming the completion of the pre-consultation review process.

(3) Complete Application

Applications for official plan amendment, zoning by-law amendment, plan of subdivision, plan of condominium, site plan, and consent shall be supported by a complete application. The purpose of requiring a complete application is to ensure that the approval authority has the necessary information to make informed decisions and/or comments on the aforementioned applications and to initiate the time frames for processing applications under the Planning Act.

The applications noted above must be accompanied by the information prescribed under the Planning Act (including the fee) and any or all information outlined below:

- (a) Confirmation of completion of pre-consultation review
- (b) Air Emissions Study
- (c) Aggregate Impact Study
- (d) Archaeological/Heritage Assessment
- (e) Blasting Impact Study
- (f) Environmental/Biological Survey
- (g) Environmental Impact Study (EIS)
- (h) Environmental Site Assessment (Phase I and II)
- (i) Geological/Geotechnical Study
- (j) Housing Study

- (k) Hydrogeological Study
- (l) Landscaping Plan
- (m) Land Use Compatibility Assessment
- (n) Lot grading and drainage
- (o) Market Impact Study
- (p) Noise Impact Study
- (q) Planning Rationale Report
- (r) Public Consultation Strategy
- (s) Servicing Study
- (t) Stormwater Management Plan
- (u) Survey
- (v) Traffic Impact Study
- (w) Tree Preservation Plan/Study
- (x) Urban Design Study
- (y) Vibration Study
- (z) Financial life cycle or asset management analysis
- (aa) Visual Impact Assessment
- (bb) Karst analysis as per Section 2.2.9(c)
- (cc) Elevation survey
- (dd) Minimum Distance Separation Forms
- (ee) Septic Report
- (ff) Architectural Drawings (Elevations/Design Details)
- (gg) Photometric/lighting plan
- (hh) Sun/shade analysis
- (ii) Ministerial approval where applicable (i.e., MTO permits, ECA's, archeological submissions, record of site condition)
- (jj) Outside agency approval where applicable (i.e., Hydro One, Enbridge, TSSA, Bell, Rogers, School Boards)

This list of information is not intended to be exhaustive. Other information may be required by the approval authority in consultation with other agencies in response to a particular development proposal to deem an application complete. In addition, other studies may be required to address issues that arise during the processing of applications. Qualified professional consultants retained by and at the expense of the proponent shall carry out the studies. The approval authority may require peer review of the studies at the proponent's expense.

- i) In the first sentence of the second paragraph of Section 17.18, the words "by Council" are deleted. In the second sentence of the second paragraph of Section

17.18, immediately following the words “requested to”, the words “conduct public engagement pre-application and/or” are added.

Implementation and Interpretation

The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan for the County of Renfrew.