



## **Planning Advisory Committee Agenda**

Date: Monday, June 5, 2017

Location: **Municipal Operations Centre, 408 James Street South, St. Marys**

Time: 6:00 pm

### **Agenda Items**

#### **1.0 Call to order**

#### **2.0 Declaration of Pecuniary Interest**

#### **3.0 Approval of Minutes**

Regular Meeting of May 15, 2017

Motion:

Second:

#### **4.0 Applications OP01-2017 and Z02-2017 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended**

Part of Lot 17, Concession 19,

825 and 895 Queen Street East, St. Marys

Applicants: Margaret McMillian Baird  
Bairds of Strathaven Inc.

#### **5.0 Next Meeting**

#### **6.0 Adjournment**

## **Planning Advisory Committee Monday, May 15, 2017**

A meeting of the St. Marys Planning Advisory Committee was held on Monday, May 15, 2017, in the 2/3 Hall, Pyramid Recreation Centre, 317 James Street South, St. Marys, Ontario at 6:00 pm to discuss the following.

### **1.0 Call to order**

### **2.0 Declaration of Pecuniary Interest**

### **3.0 Approval of Minutes**

Regular Meeting of March 6, 2017

Motion:

Second:

### **4.0 Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended**

Lots 14-17, inclusive w/s Wellington Street and Lots 13-17, inclusive e/s Water Street, Registered Plan No. 225 and Part of Lot 16, Concession 17, formerly in the Township of Blanshard, now in the Town of St. Marys, 151 Water Street North, St. Marys.

Applicant: 1934733 Ontario Inc.

### **5.0 Next Meeting**

### **6.0 Adjournment**

#### **Present:**

- Chairman Councillor Don Van Galen
- Councillor Jim Craigmile
- Member W. J. (Bill) Galloway
- Member Steve Cousins
- Member Marti Lindsay
- Mark Stone, Planner
- Susan Luckhardt, Secretary-Treasurer PAC
- Grant Brouwer, Director of Building and Development
- Jed Kelly, Director of Public Works
- Brent Kittmer, CAO-Clerk

#### **Regrets:**

- Member Dr. J. H. (Jim) Loucks

## **1.0 Call to Order**

Chairman Don Van Galen called the meeting to order at 6:00 pm.

## **2.0 Disclosure of Pecuniary Interest:**

None.

## **3.0 Approval of Minutes dated March 6, 2017**

Motion by Councillor Jim Craigmile, seconded by Member Steve Cousins that the Minutes dated March 6, 2017 be approved as circulated.

Carried.

## **4.0 Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended**

Chairman Don Van Galen introduced the applications and outlined the procedure for the evening to include presentations from the Town Planner; the proponent, and members of the public with new information.

Chairman Don Van Galen invited Mark Stone, Town Planner, to provide overview comments regarding the applications.

Mark Stone provided an overview of the applications. The property is approximately 1.3 hectares in size and is a through lot with frontage onto Water Street North and Wellington Street North. The property is bounded by the Grand Trunk Trail to the north and single detached lots to the south. Residential uses also exist to the west and the east southeast.

The applicant is seeking to develop the subject property as an age-in-place residential development in the form of multi-storey apartment type buildings, constructed in two phases. At full build-out, the development will consist of 126 assisted living units and 76 senior's apartments with shared access to a dining hall and other ancillary uses such as a hair salon; games room and theatre room. Outdoor amenities include a patio to the north, resident gardens and a barbecue area. On-site parking for residents, visitors and staff will be provided via covered parking and surface parking areas.

Following the November 7, 2016 PAC review meeting for the applications, the applicant has submitted revised plans; a revised planning justification report and a shadow study.

Chairman Don Van Galen invited the proponent to present their information regarding the applications.

Jennifer Gaudet, Planner with Sierra Construction, and Cliff Zaluski of Sierra Construction were present for the meeting and provided a PowerPoint overview of the proposal for 151 Water Street North.

Jennifer Gaudet identified the orientation of the site as shown on an aerial view. The proponents are proposing to develop an age in place senior's residence to be constructed in two phases. This is not proposed to be a nursing home. Jennifer Gaudet outlined the project vision as an age in place development to allow couples to remain together as long as possible. The development will include indoor and outdoor amenities. Dwelling units will

range from 550 sq ft. to 1200 sq ft. It is proposed to lower and level the site through the use of retaining walls. Hardscaping and softscaping will be used to soften the development. Jennifer Gaudet outlined the concerns raised at the November 7, 2016 PAC meeting including height and shadowing impacts, proposed density, traffic impacts, safety, compatibility with the existing neighbourhood, operation of the facility, and also concern about setting precedent for developments in St. Marys. Jennifer Gaudet stated that the R6 zone, which is requested for the lands, will permit a senior's facility only and therefore the development cannot be converted in future to student housing or other uses without a further zoning by-law amendment. Jennifer Gaudet spoke to the current proposal compared to that presented by her group on November 7, 2016. Underground parking has been eliminated to become surface and covered parking at grade; shadowing has been addressed through decreased heights where required as per the shadow study; emergency access has been added at Wellington Street; the loading area has been removed from Water Street with the exception of waste pickup from a molok garbage system; balconies overlooking existing yards have been eliminated in the new design. Jennifer Gaudet provided elevations for the development which have been created through the use of a drone. The elevations provided include the outline of the former school to illustrate the proposal is in keeping with the height of the former school. Jennifer Gaudet spoke to the 45 degree plane which has been added to the drawings for information. Jennifer Gaudet provided reasons for choosing this site to develop as a senior's age in place facility: the lands are bordered by two streets and a ravine; proximity to downtown; public trails and parks; Wellington Street is identified to be widened in future; the parcel is an appropriate size for the use; the lands are on municipal services; the residential use proposed is most compatible with the existing residential neighbourhood versus a commercial/industrial neighbourhood; the development will bring residents close to the core area of the Town.

Jennifer Gaudet spoke to their market study by CBRE which identified that 65% of residents targeted would be from a 12 km radius from St. Marys; and also spoke to their demand supply ratio analysis which showed there is a need in this area for senior's housing. The proposed development will enable the elderly to remain in their home community.

Cliff Zaluski presented views of comparable projects constructed by Sierra Construction showing exterior elevations including finishes; interior views showing amenity areas; at grade covered parking areas with facades to blend with the rest of the building so as not to have the appearance of a parking garage.

Cliff Zaluski provided examples of low-rise and mid-rise residential developments in St. Marys and other communities to illustrate the mix of low-rise/mid-rise developments adjacent to single detached neighbourhoods.

At the invitation of Chairman Don Van Galen, Mark Stone spoke to his planning report. The proposed development supports the policies of the Provincial Policy Statement and the Town's Official Plan by promoting development and land use patterns that efficiently use land, infrastructure and public service facilities. The proposed development supports the provision of a range and mix of housing types and densities to meet the needs of current and future residents. However there are concerns with height; compatibility; transition between lower density and higher density uses; urban design including consistency of

setbacks; shadowing; privacy impacts; increased traffic; and impacts on servicing and infrastructure including the ability of the Town's sanitary treatment and conveyance system, and water supply and distribution system to accommodate the proposed development.

Mark Stone commented on the Town's Official Plan in that it provides only one general residential designation policy for the entire Town. Some communities offer low density; medium density policies within the residential designation. When there is only one residential designation policy provided by an Official Plan, it is important there be policies to ensure compatibility between residential uses and densities. Mark Stone stated there is a need for some additional analysis to break down some of the Official Plan policies with respect to this proposal that would look at setbacks, massing and building types in the surrounding area of this site. If approved this development will provide the tallest building in the Town with the highest density for a site. Mark Stone cited the requirement for a balance between the need for senior's housing and the impact on the community.

Chairman Don Van Galen asked for comments from PAC members.

Member Councillor Jim Craigmile stated that height and density appear to be the greatest issues for the community and is unsure whether there is any compromise.

Jennifer Gaudet responded, stating that the proponent has significantly lowered the height of the development. The location of the five storey portion of the development has been altered to be along Wellington Street. To address density concerns, Jennifer Gaudet stated that this is a proposed senior's development and since over half of the units are assisted living it is not expected that there would be a lot of drivers and evening activity would also be minimal given the nature of the occupants; therefore, the density of this development would have less impact on the surrounding neighborhood than other development. Cliff Zaluski spoke to the height issue of the proposed five storeys stating that even though the southeast corner of the building is five storeys in height, the grade will allow the building to sit down about a storey, lessening the impact.

Member Councillor Jim Craigmile asked the proponents that if to move forward, are 200 units required within the development. Jennifer Gaudet responded, stating that 200 units are required to support the proposed amenities that make the project work.

Member Steve Cousins stated there is still an existing gap between the proposal and the concerns of the neighbourhood and asked if the new Town planner, Mark Stone, has met with the proponents. Mark Stone confirmed he has met with the proponents. Member Steve Cousins stated he concurs with the planner's opinion that there is still more work to be done to address concerns with the development.

Jennifer Gaudet spoke to densities and the differences between senior's housing versus other developments. Density is calculated based on the number of units per hectare. In the case of senior's housing, one unit typically has only one or two occupants; whereas in other households there may potentially be a family of four living in each unit. The number of people living in a senior's development is therefore much lower than what the density or number of units per hectare reflects.

Chairman Don Van Galen opened the discussion to the public; noting that the Town has received a number of letters and a petition from the public. Chairman Don Van Galen asked for new comments as those already given are on record.

Susan McMaster, 112 Church St N, provided comment as the spokesperson for the neighbourhood group. Susan McMaster stated that the proposed building face is 400 feet long, and at some points to the north along the trail is 6 storeys in height. The development does not show compatibility with the low density neighbourhood. The shadow study does not reflect the contours of the site or the massing of the buildings. The market study has been done by a real estate company to find out what will sell; not what is needed in St. Marys. The fire services of the local fire department cannot deal with a building of this height and a fire would threaten the neighbor's houses and lives. The connecting roadways and pedestrian ways are unclear. The residents living in the senior's development won't be able to walk downtown due to topography and would probably be bused out of town for shopping – not to our own core area. Susan McMaster questioned snow clearing with the proposed retaining walls and the site configuration. Susan McMaster stated that a traffic study should be provided, including emergency and delivery vehicles as well as private traffic movements.

Chairman Don Van Galen invited the proponents to respond. With regard to fire concerns, Jennifer Gaudet stated they have met with the Town Fire Chief and there were no concerns with fighting a fire in the proposed development. The building will be fully sprinklered. Regarding snow concerns, Cliff stated that it is proposed for snow to be stored on site and trucked off throughout the winter. With regard to shadowing; Jennifer Gaudet stated that the shadow study was done by their architect in conjunction with a topographical survey and 3-D modelling to provide an accurate study. Cliff Zaluski stated the current design presents no shadowing impacts on existing houses. Jennifer Gaudet stated that a connecting link to the trail will be created in conjunction with the Upper Thames River Conservation Authority. With regard to the marketing study, Cliff Zaluski stated that a marketing study is a needs study; CBRE, who completed their marketing study, is not connected to the real estate group and they have used this company before.

Chairman Don Van Galen asked Mark Stone to comment on the need for a traffic study and consultations with emergency services. Mark Stone commented on the 400 foot long wall on Wellington Street and pedestrian connections; covered parking and the loss of connections i.e. eyes on the street. If there is an urban design review – these items would be part of those discussions. With regard to a traffic study, Town staff has provided advice that a traffic study is not required at this time; however, a traffic study may be requested at the site plan stage. With regard to compatibility, Mark Stone stated this is something that needs to be looked at in more detail.

Henry Monteith, 111 Widder St E, provided comment regarding heritage preservation. Henry Monteith addressed the relevant paragraphs of Section 2.6 of the Provincial Policy Statement (PPS) stating as follows “2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.”; and “2.6.3 Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except 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.” Henry Monteith stated his opinion that these two paragraphs have not been respected in any way by the current proposal at hand. Henry Monteith referenced the elevations drawing provided by the proponents and cited the dwelling at 131 Water Street North which is a heritage property adjacent to the site.

Henry Monteith referenced the Heritage Conservation Section of the St. Marys Official Plan as follows: “Council recognizes that many of the buildings and streetscapes in the Town of St. Marys are of special architectural and historic significance. As such they are considered to be worthy of conservation in order to maintain the attractive aesthetic and heritage character of the Town.” and “The objectives and policies that follow have been developed for the purpose of preserving and enhancing the Town’s cultural heritage resources for future generations while moving forward with initiatives to foster their long term economic well-being in a planned and managed manner.” With reference to the neighbourhood of the proposed development, Henry Monteith identified 25 properties being of architectural historical significance that appear on Schedule D of the Town Official Plan identifying heritage conservation sites. He stated the neighbourhood is of heritage status and is a cultural and heritage resource for the Town.

Henry Monteith provided a quote from the RFP for redevelopment of 121 Ontario Street, stating “It is expected that the proposed development of the site will be in keeping with the character of the neighbourhood in its proposed style and density. The character of the neighbourhood is defined and influenced by its heritage homes and structures. As such, the proposed redevelopment of the site should fit with the heritage character of the existing neighbourhood.” Henry Monteith stated that he believes this paragraph is just as relevant for the North Ward neighbourhood surrounding the proposed development at 151 Water Street North.

At the request of Chairman Don Van Galen, Mark Stone responded, stating that in circumstances of heritage, it is usually with respect to heritage designated properties and heritage conservation districts that there is consideration given. He will meet with Town staff to discuss this matter in more detail.

Councillor Jim Craigmile asked Jennifer Gaudet to explain further about health and safety with respect to emergency services. Jennifer Gaudet stated that it is her understanding that an increased height aerial ladder is anticipated for the future; as is the purchase of firefighting equipment. Chairman Don Van Galen noted that there is a letter on file from the Fire Chief commenting on the ability to fight a fire in a development of this form.

Reg Quinton, 326 Widder St E, commented on density for the development and the connection to amenities provided.

Cliff Zaluski stated that rents for units in the proposed development would start around \$2,300 a month; and for the care component would price up to \$3,400-\$3,500 a month. The senior’s apartments would be modelled more toward local rental rates.

Nicole Taylor, 149 Wellington St N, commented on other developments by the proponents of this project, stating that the building in Brampton was constructed as affordable housing built with grant money; the Orangeville complex – the amenities areas were turned over to apartments to make more money.

Cliff Zaluski responded stating that the Brampton project was non-profit; he disagreed with her statement about the Orangeville project. The Orangeville project is exactly as it was built with full amenities.

Arlene Callendar asked the proponents to summarize the levels of proposed amenities.

Cliff spoke to the amenities including cards; shuffleboard; putting green; bowling alley; shuttle service; residents can schedule their time to use the shuttle. The proponents try to provide as many amenities as they can. They have activity directors on staff; shuttle bus outings throughout the area.

Teresa Wunder, 196 Widder Street, stated concern regarding the impact of the proposed building on sightlines and on the area in general.

Alexander Best, 92 Wellington St N, asked if this is the only scale of development that is economically feasible.

Cliff Zaluski responded stating that to make the plan work with the proposed amenities, the number of units in the development is critical.

Alexander Best asked how the density requirement has any connection to the height of the proposal. Jennifer Gaudet provided a response to his question.

Alexander Best asked PAC members if the need for senior's housing has been determined by a needs study; and if there has not been a needs study, why has Council not commissioned such a study. Chairman Don Van Galen confirmed that such a study has not been commissioned by Council.

In response to a question from Alexander Best, Mark Stone stated that he does have comments from emergency services in the report but there are a number of items to be cleared up, including meeting with the Fire Chief.

Alexander Best complimented the planning report.

Herman Veenandal, 146 Ontario St S, provided comment supporting a single storey development for senior's housing.

Julie Docker-Johnson, 226 Widder St E, spoke to the carnage of trees in the north end of Town and asked if trees would be removed by the proponents of this development to gain access to the trail.

Jennifer Gaudet stated that the access to the trail system would be along the street and there would not be a tunnel or bridge constructed that would require potential tree removal.

Alan Grogan, 189 Elizabeth St, asked if the plan is contingent upon the improvement of Wellington Street.

Jed Kelly, Director of Public Works, stated that Wellington Street is identified by the Town for full reconstruction in the next five years.

This concluded comments from the public.

**MOTION:**



**Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended:**

Motion by Member Steve Cousins

Seconded by Member Bill Galloway

That the Planning Advisory Committee for the Separated Town of St. Marys defer a recommendation on Official Plan Amendment and Zoning By-law Amendment Applications OP01-2016 and Z06-2016 for 151 Water Street North, St. Marys to permit the applicant the opportunity to address remaining issues, compatibility and scale of development, and direct Staff to prepare a final recommendation Report to PAC based on the review of revisions to the Applications.

Carried.

Chairman Don Van Galen asked staff how soon PAC would have a response back regarding the applications. Mark Stone stated that he will be consulting with staff and the applicant to provide a response to PAC.

**5.0 Next Meeting:**

June 5, 2017 at 6:00 pm

**6.0 Adjournment:**

Motion by Member W. J. (Bill) Galloway, seconded by Member Steve Cousins that the meeting adjourn at 6:50 pm.

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Councillor Don Van Galen  
Chairman

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Susan Luckhardt  
Secretary-Treasurer

Copies to:

- PAC Members
- CAO-Clerk
- Council



# INFORMATION REPORT

To:	Members of Planning Advisory Committee
Prepared by:	Mark Stone, Planner
Date of Report:	30 May 2017
Subject:	Applications for Official Plan Amendment and Zoning By-law Amendment (OP01-2017 & Z02-2017) 825 and 895 Queen Street East Part of Lot 17, Concession 19 Town of St. Marys

## RECOMMENDATION

That the Planning Advisory Committee receive this report and recommend to St. Marys Town Council that it proceed with a public meeting to consider the Applications for Official Plan Amendment and Zoning By-law Amendment (OP01-2017 & Z02-2017) for 825 and 895 Queen Street East.

## BACKGROUND

The subject properties are located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary) as shown on the General and Specific Location Maps attached to this report. The Town has received Applications to amend Official Plan policies and zone provisions with respect to the subject properties.

The purpose and intent of the Official Plan and Zoning By-law Amendment Applications (and three related Consent to Sever Applications concurrently submitted to the Town's Committee of Adjustment) are to:

- add special policies to the Highway Commercial designation (Exceptions - Section 3.3.3) to allow for the creation of two separate lots (Parts 2 & 5, and Part 3 on the attached Sketch) for each of the existing residential uses
- add special provisions to the Highway Commercial Zone (C3-H) (Special Provisions - Section 17.4) to permit the proposed residential lots and allow the existing residential uses to continue
- consolidate remaining lands (Parts 1, 4 and 6) into one lot

A Lot Fabric Sketch showing the proposed lot fabric that would result from approval of these Applications is attached. The Town's Committee of Adjustment is scheduled to hold a public hearing on Wednesday, June 7, 2017 to consider the three related Consent to Sever Applications (Files: B04-2017, B05-2017 & B06-2017).

## SITE CONDITIONS AND CHARACTERISTICS

The two abutting, existing subject properties are irregularly shaped and are further described as follows with reference to the submitted Sketch attached to this report:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
  - Two existing single detached dwellings (originally constructed in 1890 and 1972) and vacant agricultural
- 2) Irregularly shaped lot (3.29 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)
  - Storage barn and vacant agricultural

## **SURROUNDING LAND USES**

<b>North:</b>	St. Marys Golf and Country Club
<b>South:</b>	Queen Street East and the Stone Willow Inn
<b>East:</b>	St. Marys Home Building Centre and Road 120
<b>West:</b>	St. Marys Golf and Country Club

## **PLANNING CONTEXT**

### **Official Plan**

The subject properties are designated Highway Commercial according to the Town's Official Plan. The Highway Commercial designation is intended to "provide for a range of commercial uses appropriate to meet the needs of the local residents and the travelling public which compliments the role and function of the central commercial area" (Objective 3.3.1.1). Uses permitted in the Highway Commercial designation are set out in Section 3.3.2.2 of the Official Plan:

- Uses that cater to the travelling public, particularly automobile-oriented uses, and other uses such as drive-thru or fast food restaurants, automobile sales and service establishments, gasoline bars, lodging establishments, garden centres, hardware/automotive type uses, and lumber yards shall be permitted.
- Other uses that have extensive land requirements and are not appropriate for the central commercial area such as large plate retail uses, strip malls, shopping centres, large scale business and professional offices, and factory outlets may also be permitted in accordance with Section 3.3.2.3.

A Natural Hazards Constraint Area is identified on the northern parts of the subject properties, according to Schedule C of the Official Plan. The Natural Hazards Constraint Area is an overlay that applies "to those lands and watercourses which have been flooded, are susceptible to flooding under severe conditions, or are subject to erosion and which have not been designated as Natural Hazards in this Official Plan" (Section 3.8.2.16). The policies of the Natural Hazards Constraint Area overlay are intended to apply in addition to the policies of the underlying designation.

Section 7.17.4 of the Official Plan states that "in considering an amendment to the Official Plan and/or implementing Zoning By-laws, Council shall give due consideration to the policies of this Plan as well as the following criteria:

- a) the need for the proposed use;

- b) the extent to which the existing areas in the proposed designation or categories are developed and the nature and adequacy of such existing development in order to determine whether the proposed use is premature;
- c) the compatibility of the proposed use with conforming uses in adjoining areas;
- d) the effect of such proposed use on the surrounding area in respect to the minimizing of any possible depreciating or deteriorating effect upon adjoining properties;
- e) the potential effects of the proposed use on the financial position of the Town;
- f) the potential suitability of the land for such proposed use in terms of environmental considerations;
- g) the location of the area under consideration with respect to the adequacy of the existing and proposed road system in relation to the development of such proposed areas and the convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety and parking in relation thereto;
- h) the adequacy and availability of municipal services and utilities; and
- i) the adequacy of parks and educational facilities and the location of these facilities”.

### **Zoning By-law**

The subject properties are zoned Highway Commercial Zone (C3-H). The Highway Commercial Zone permits a wide range of commercial, service and recreational uses. The ‘H’ represents a holding provision that is applied to ensure that development takes a form compatible with adjacent land uses and that agreements are entered into following public site plan review. Until Council removes the H symbol, only existing uses are permitted.

The Zoning By-law also identifies the UTRCA Regulation Limit on the northern part of the properties. The UTRCA Regulation Limit shows the approximate location of lands that may be subject to flooding, erosion and/or unstable slopes.

### **COMMUNICATIONS**

Notice of Receipt of a Complete Application for the Official Plan Amendment and Zoning By-law Amendment Applications was circulated by first class mail on May 15, 2017 to all land owners within 120 metres of the subject properties and any agencies that may have an interest in the Applications. Sign notices were also posted on the properties. The Notice also advised members of the public and agencies of the Preliminary Review of these Applications, hosted by Planning Advisory Committee at their regular scheduled meeting of Monday, June 5, 2017.

The following table provides a summary of comments received from Town Departments and agencies to date. Copies of correspondence are attached to this Report.

<b>Department/ Agency</b>	<b>Date</b>	<b>Summary of Comments</b>
<b>Upper Thames River Conservation Authority</b>	May 26, 2017	<ul style="list-style-type: none"> <li>• No objection to Applications</li> </ul>

## **PLANNING ANALYSIS**

The proponent has submitted planning justification in support of the Applications, summarized as follows:

- Approval of the Applications will not result in physical land use change but will allow for lot creation for existing residential uses while consolidating lands for future development
- The existing residential uses have existed and operated as compatible uses in the past and there is no reason this will change as result of these Applications

The Applications do not propose to change the existing designation in the Official Plan (Highway Commercial) or the existing Zone in the Zoning By-law (Highway Commercial) that currently apply to the subject properties. The applicant has indicated that the proposed severances are required to consolidate the non-residential lands for future development and permit the existing residential uses to continue on separate lots until development occurs in the future in accordance with the policies of the Highway Commercial designation and the Highway Commercial Zone. Any future proposed highway commercial development on these lands will be subject to required review and approval(s) under the Planning Act.

## **ATTACHMENTS**

- 1) Applications for Official Plan and Zoning By-law Amendments
- 2) General Location Map
- 3) Specific Location Map
- 4) Proposed Sketch
- 5) Lot Fabric Sketch
- 6) Notice of Complete Applications

## **CONCLUSION**

That Planning Advisory Committee receive this report and recommend to St. Marys Town Council that it proceed with a public meeting to consider the Applications for Official Plan Amendment and Zoning By-law Amendment for the subject properties.

Respectfully submitted,



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Mark Stone,  
Planner

Original



Corporation

of the Town of St. Marys

RECEIVED

MAY 05 2017

- ☒ Application for Approval of a Official Plan Amendment  
(Under Section 22(4) of the Planning Act)
- ☒ Application for Zoning By-law Amendment  
(Under Section 34 or 39 of the Planning Act)
- ☐ Application to Remove a Holding Symbol  
(Under Section 34 and 36 of the Planning Act)

**Instructions**

Each application must be accompanied by the application fee in the form of either cash or a cheque payable to the Town. An accurate scaled drawing of the subject land must be submitted.

If the applicant is not the owner of the subject land, a written statement by the owner which authorizes the applicant to act on behalf of the owner as it relates to the subject application, must accompany the application See Section 13.0).

Please bear in mind that additional information may be required by the Town, local and provincial agencies in order to evaluate the proposed Amendment. The required information may include studies or reports to deal with such matters as impacts on: the environment; transportation network; water supply; sewage disposal; and storm water management.

In addition, the applicant may be required to submit a more detailed site plan in accordance with Section 41, of the Planning Act.

**Completeness of the Application**

The information in this form that must be provided by the applicant is indicated by black arrows (➔) on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 198/96 made under the Planning Act. The mandatory information must be provided with the appropriate fee and draft plan. If the mandatory information is not provided, the municipality will return the application or refuse to further consider the application.

The application form also sets out other information (eg. technical information or reports) that will assist the approval authority and others in their planning evaluation of the development proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

**Approval Process**

Upon receipt of an application, the required fee and other information (as required) Council will determine whether there is sufficient merit in processing the application further (i.e. circulation of notice and the holding of a public meeting as required by the Ontario Planning Act). The applicant is encouraged to attend a public meeting, to present the proposal. The applicant will be provided notice of any decision made by Council concerning the application. Official Plan Amendments and Zoning By-law Amendment are adopted by St. Marys Council. If no notice of appeal is received within twenty days, the Official Plan Amendment and/or Zoning By-law Amendment is in force.

**For Help**

To help you complete the application form, please consult the Building Department in the Town Hall. You can also call the Building Department at (519) 284-2340.

Please Print and Complete or (✓) Appropriate Box(es)

**1.0 Application Information**

➔ 1.1 Name of Owner(s) An owner's authorization is required if applicant is not the owner (See Section 12.0)		Home Telephone No.	Business Telephone No.
Name of Owner(s) <u>Margaret McMillan Baird and Bairds of Strathaven Inc.</u>		<u>519-284-3873</u>	
Address <u>PO Box 249 825/895 Queen Street East, St. Marys</u>		Postal Code <u>N4X 1B1</u>	Fax No.
1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or firm acting on behalf of the owner.)			
Name of Contact Person (and Firm) <u>Grand Baird Janet Baird Jackson, 9 Oakwood Links Lane, Nottville</u>		Home Telephone No. <u>519-851-6178</u>	Business Telephone No.
Address <u>Dave Hanly, 52 Fairfield Drive, Stratford N5A 0A6</u>		Postal Code <u>519-275-2694</u>	Fax No.

**➔ 2.0 Location and Size of the Subject Land**

Street No. <u>895</u>	Name of Street/Road <u>Queen Street East</u>	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Concession Number(s) <u>19</u>	Lot Number(s) <u>Pt. 17</u>
Lot Frontage	Average Width	Average Depth	Lot Area
<u>See attached sketch ➔ Parts 2, 3 and 5</u>			

➔ 2.1 Is there a mortgage or charge in respect of the subject land? ☐ Yes ☒ No If yes, give the names and addresses of any mortgages or charges

➔ 2.2 Are there any easements or restrictive covenants affecting the subject land? ☐ Yes ☒ No If yes, describe the easement or covenant and its effect.

➔ 2.3 When were the subject lands acquired by the current owner? Margaret Baird parcel - 1985 (previously owned by her husband since 1954)  
Bairds of Strathaven Inc. parcel - has been in a Baird family name since 1962

**➔ 3.0 Proposed and Current Land Use**

➔ 3.1 What is the proposed use of the subject land? Residential (2 existing single-detached dwellings) and vacant agricultural

➔ 3.2 What is the current use of the subject land? Residential (2 existing single-detached dwellings) and vacant agricultural

➔ 3.3 How is the subject land currently designated in the Official Plan? Highway Commercial

**➔ 3.4 How is the subject land currently zoned in the applicable Zoning By-law?**

Highway Commercial Zone C3-H



➤ 3.5 Provide the following details for all buildings, both existing or proposed. (Should be shown on the Site Plan submitted with this Application).

	Existing Buildings		Proposed Buildings		Existing Buildings		Proposed Buildings
	3.5.1 Front yard	3.5.2 Rear yard			3.5.5 Height	3.5.6 Dimensions	
3.5.1 Front yard	38m	40m	—	3.5.5 Height	1 Storey	1 Storey	—
3.5.2 Rear yard	12.3m	14.5m	—	3.5.6 Dimensions			—
3.5.3 Side Yard	29.5m	6.1m	—	3.5.7 Gross Floor Area			—
3.5.4 Side Yard	8m	23m	—	3.5.8 Date Constructed	1972		—

Original part ≈ 1890; newer part 19604

➤ 4.0 Official Plan Amendment (proceed to Section 5.0 if a Official Plan Amendment is not proposed)

4.1 Does the Proposed Official Plan Amendment:

- 4.1.1 Add a Land Use designation to the Official Plan?  
4.1.2 Change a land use designation in the Official Plan?  
4.1.3 Replace a policy in the Official Plan?  
4.1.4 Delete a policy from the Official Plan?  
4.1.5 Add a policy to the Official Plan?

Yes

☐  
☐  
☐  
☒

No

☒  
☒  
☒  
☒

If applicable, please provide the policy section number to be changed, and suggested policy wording on a separate page.

Special provision or exception policy to be added to Section 3.3.3 of Official Plan

4.2 What is the purpose of the Official Plan Amendment and land uses that would be permitted by the proposed Official Plan Amendment?

To provide site specific policy in the Town's Official Plan which will permit the severance of 2 existing dwellings in the Highway Commercial designation and for the continued use of these 2 existing residential uses.

4.3 Explain how this proposal has regard to the principles of the Provincial Policy Statement issued under the Planning Act (attach a separate page if necessary).

Retention of existing residential dwellings / stock and consolidation of future development / employment lands.

➤ 5.0 Zoning By-law Amendment (proceed to Section 6.0 if a Zoning By-law Amendment is not proposed)

5.1 Does the Proposed Zoning By-law Amendment:

- 5.1.1 Add a Zone Category to the Zoning By-law?  
5.1.2 Change a Zone Category in the Zoning By-law?  
5.1.3 Replace a zoning provision in the Zoning By-law?  
5.1.4 Delete a zoning provision from the Zoning By-law?  
5.1.5 Add a zoning provision to the Zoning By-law?

Yes

☐  
☐  
☐  
☒

No

☒  
☒  
☒  
☒

If applicable, please provide the provision section number to be changed, and suggested provision wording on a separate page.

To add a special provision to Section 17.4 to permit the severance of two existing dwellings and the continued use of these two residential uses.

5.2 What is the purpose of the proposed Zoning By-law Amendment and what are the land uses proposed?

To provide specific zone provisions to permit the severance of 2 existing dwellings in the HB-3 zone and for the continuation of the 2 dwellings

6.0 Previous Industrial or Commercial Uses

6.1 Has there previously been an industrial or commercial use on the subject land or adjacent land? If Yes, specify the uses and dates.

☒ Yes ☐ No

Not on subject lands, but yes on adjacent lands

6.2 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

☐ Yes ☒ No

6.3 What information did you use to determine the answers to the above questions?

Family member knowledge

6.4 If Yes, to (6.1), (6.2) or (6.3), a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land, is needed.

Is the previous use inventory attached? ☒ Yes ☐ No

Baird Lumber / St Marys Home Bldg. Centre;  
Echo Tech Machine and Tool; Stonetown Supply Services; Stone Willow Inn;  
St. Marys Golf Course

➤ 7.0 Status of Other Applications under the Planning Act

Is the subject land also the subject of an application for a consent, approval of a site plan, minor variance, Zoning By-law Amendment or Zoning Order Amendment? ☒ Yes ☐ No If Yes, indicate the type of application, the file number and the status of the application.

Three Consent applications submitted at present

➤ 8.0 Servicing

8.1 Indicate the existing/proposed servicing type for the subject land.

Sewage Disposal	Existing	Proposed	Water Supply	Existing	Proposed
a) Public piped sewage system	<input checked="" type="checkbox"/>	No change	a) Public piped water system		<input checked="" type="checkbox"/>
b) Public or private communal septic			b) Public or private communal well(s)		
c) Individual septic system(s)			c) Individual well(s)	<input checked="" type="checkbox"/>	
d) Other			d) Other		

Storm Drainage	Existing	Proposed	Road Access	Existing	Proposed
a) Sewers			a) Arterial Road	✓	No Change
b) Ditches or swales	✓	No change	b) Collector Road		
c) Other			c) Local Road		

## 9.0 Justification

9.1 Indicate how the proposed use(s)/ zone complies with the relevant portions of the Official Plan - or complete an Official Plan Amendment Application.

The subject applications do not involve any changes in physical land use, but rather allows for lot creation for existing residential uses while consolidating lands for future development. Proposed zoning will implement and be in conformity with requested OPA.

9.2 Indicate how the proposed use(s) will be compatible with the surrounding land uses.

The two existing single-detached residential uses have existed and operated as compatible uses with surrounding uses in the past and there is no reason to expect that this will change as a result of these application.

## 10.0 Other Information

## 11.0 Application Drawing

Please submit an accurate, scaled drawing of the proposal showing the following information:

- The subject land, including its boundaries and dimensions, and the location, and nature of any easement or restrictive covenants which affect the subject land;
- The uses of adjacent and abutting land;
- The location of all existing as well as proposed buildings and their dimensions, uses, and setbacks from lot lines;
- The location of all natural and man-made features on the land and the location of these features on adjacent and abutting lands; and
- Scale and north arrow.

## 12.0 Affidavit or Sworn Declaration

I, Janet Baird Jackson of the Grand Bend in the County/Region of Huron

make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the Town of St. Marys

in the County/Region of Perth

this 10th day of May

Susan Louise Luckhardt,  
a Commissioner, etc.,  
Province of Ontario,

for the Corporation of the Town of St. Marys.  
Expires September 5, 2018.

Commissioner of Oaths

[Signature]  
Applicant

## 13.0 Authorization of Owner for Agent to Make the Application

I (we), Margaret McMillan Baird of the Town of St. Marys in the County/Region of Perth

am the owner of the land that is the subject of this application for an Official Plan Amendment/Zoning By-law Amendment and I hereby

authorize Janet Baird Jackson / David Hanly to act as my agent in the application.

May 3, 2017  
Date

[Signature]  
Signature of Owner

## 14.0 Acknowledgement

### ACKNOWLEDGEMENT

With the filing of this application, the applicant is aware of, and agrees, that if the decision of the Council of the Town of St. Marys regarding this application is appealed by a third party (a party other than the applicant), all costs incurred by the Corporation of the St. Marys for legal counsel and other associated costs to represent the Corporation of the St. Marys in defending the decision before the Ontario Municipal Board will be solely the responsibility of, and paid for by the applicant.

Dated at the Seaford

in the County/Region of Huron

this 3rd day of May, 2017

[Signature]  
Applicant



**Information Sheet for Baird Official Plan Amendment, Zoning By-law Amendment, and Consent to Sever Applications**

**Ownership:**

1. "L" shaped parcel (Parts 1, 2, 3 and 4 on attached sketch) is owned by Margaret McMillan Baird and has been in her name since 1985. Prior to that, the parcel was owned by Robert James Baird (Margaret McMillan Baird's husband) since June 14, 1954.
2. Irregular shaped parcel (Parts 5 and 6 on attached sketch) is owned by Bairds of Strathaven Inc., a company that was owned by Robert and Margaret McMillan Baird and now by Margaret McMillan Baird.

**Location and Size:**

1. "L" shaped parcel has a municipal address of 825/895 Queen Street East and is described as part of Lot 17, Concession 19, formerly in the Township of Blanshard, now in the Town of St. Marys. It has a frontage of 121.92 metres on Queen Street East and an area of 2.07 hectares.
2. Irregular shaped parcel has a municipal address of 825/895 Queen Street East and is described as part of Lot 17, Concession 19, formerly in the Township of Blanshard, now in the Town of St. Marys. It has a frontage of 185.319 metres on fronts Road 120 and an area of 3.29 hectares.

**Existing Uses and Buildings:**

1. Existing use of the "L" shaped parcel is residential and vacant agricultural. The southerly portion (Parts 1, 2 and 3) is the site of two single-detached dwellings and has been used for residential purposes for many years. The dwelling on the easterly portion of the property was constructed in approximately 1890 with additions made since then and the dwelling on the westerly portion of the property was constructed in 1972. There is a small shed associated with each of the two dwellings. The westerly dwelling is the home of Margaret McMillan Baird and the easterly dwelling is the home of Don and Donna Baird, Margaret McMillan Baird's son and daughter-in-law.
2. Existing use of the irregular shaped parcel is considered as vacant agricultural. It was previously used for a mink ranch operation which was owned and operated by Robert and Margaret Baird. The only building remaining on this property is a barn which is presently used for storage associated with the two existing dwellings on the Margaret McMillan Baird property. A portion of this barn was used for the storage of carpet associated with a building supply/lumber yard use on the abutting property to the south-east, which property is now the site of the St. Marys Home Building Centre. This incidental storage use ceased in 2005.

Purpose of Applications:

1. The **Official Plan Amendment application** requests that the land use designation of the lands on which the two single-detached dwellings are located remain in the "Highway Commercial" designation with a special policy/exception added to Section 3.3.3 of the Official Plan to permit the creation of separate lots for each of the two single-detached dwelling residential uses. The area for the easterly residential use lot is identified as Parts 2 and 5. The area for the westerly residential use lot is identified as Part 3. Through the Consent to Sever application process, the remainder of the "L" shaped property (Parts 1 and 4) and the remainder of the irregular shaped parcel (Part 6) will be consolidated to form one property which will be owned by Bairds of Strathaven Inc. These lands will also remain in the "Highway Commercial" designation.
2. The **Zoning By-law Amendment application** requests that the zoning of the lands on which the two single-detached dwellings are located (Parts 2 and 3) and a small area to the rear of the easterly dwelling (Part 5) remain in the "Highway Commercial Zone (C3-H)" with a special provision added to Section 17.4 of the Zoning By-law to permit the two single-detached dwelling residential uses on separate individual lots as permitted uses in the "C3-H" zone and for the continued use of same.
3. **Consent Application # 1** - proposes to sever that area of the Margaret McMillan Baird property which is located between the two existing single-detached dwelling residential uses (Part 1) and add it to the irregular shaped property owned by Bairds of Strathaven Inc. (Parts 5 and 6). The area to be severed fronts onto Queen Street East, has a width of 20 metres, and an area of 1,219.2 square metres. This will result in two remnant parcels, one to the east consisting of most of the lot for the easterly single-detached dwelling use (Part 2) and one to the west consisting of the lot for the westerly single-detached dwelling and the vacant agricultural use area north of same (Parts 3 and 4). The easterly remnant will be conveyed to Don and Donna Baird while the westerly remnant will be owned by Margaret McMillan Baird.
4. **Consent Application # 2** – proposes to sever that area of the Margaret McMillan Baird property which is located to the north of the westerly single-detached dwelling residential use (Part 4) and add it to the irregular shaped property owned by Bairds of Strathaven Inc. (Parts 5 and 6). The remnant single-detached dwelling residential use lot (Part 3) will continue to be owned by Margaret McMillan Baird.
5. **Consent Application # 3** - proposes to sever a small area to the rear and north of the easterly single-detached dwelling (Part 5) from the Bairds of Strathaven Inc. property and add it to the easterly single-detached dwelling use lot (Part 2). This small area has a depth of 8.116 metres and an area of 414.1 square metres.
6. The 3 Consent applications will result in the following:
  - (i) The Bairds of Strathaven Inc. property being enlarged to consist of Parts 1, 4, and 6. It will have a frontage of 20 metres of Queen Street East, a frontage of 185.319 metres on Road 120, and an area of 4.7 hectares.

- (ii) A lot containing the easterly existing single-detached dwelling use consisting of Parts 2 and 5. It will have a frontage of 51.018 metres on Queen Street East and an area of 3,524.1 square metres.
- (iii) A lot containing the westerly existing single-detached dwelling use consisting of Part 3. It will have a frontage of 50.902 metres on Queen Street East and an area of 3,516.1 metres.

**Note: It is proposed that the 3 Consent to Sever applications be dealt with concurrently and that the appropriate conditions be applied to facilitate the noted lot additions.**

# OPA, ZBA AND SEVERANCE SKETCH

OF PART OF  
**LOT 17**  
**CONCESSION 19.**

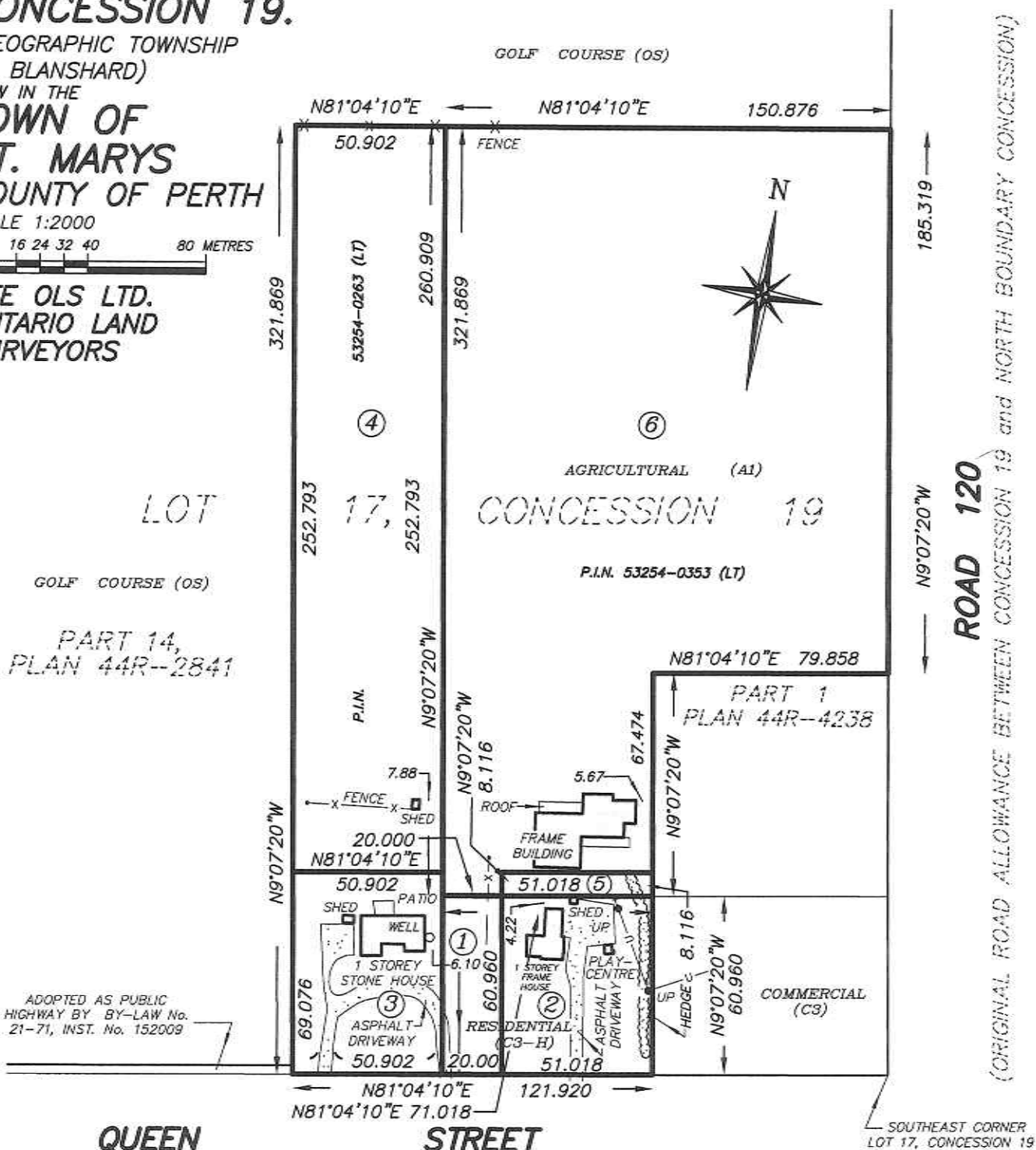
(GEOGRAPHIC TOWNSHIP  
OF BLANSHARD)

NOW IN THE  
**TOWN OF**  
**ST. MARYS**  
**COUNTY OF PERTH**

SCALE 1:2000

0 8 16 24 32 40 80 METRES

**MTE OLS LTD.**  
**ONTARIO LAND**  
**SURVEYORS**



PARCEL AREAS		
PARCEL	AREA (m²)	AREA (Ha)
①	1219.2	0.1219
②	3110.0	0.3110
③	3516.1	0.3516
④	12867.6	1.2868
⑤	414.1	0.0414
⑥	32914.2	3.2914

## AREAS:

AREAS SHOWN ON THIS PLAN IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

## METRIC:

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

## CAUTION:

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BY THE SURVEYOR



**MTE | OLS Ltd.**

ONTARIO LAND SURVEYORS

365 HOME STREET

STRATFORD, ONTARIO, N5A 2A5

TEL: (519) 271-7952

FAX: (519) 271-3545

Cad File: P:\P\35725\101\35725-101-SV3.DWG

COGO : 35725-101-UTMGROUND.ASC

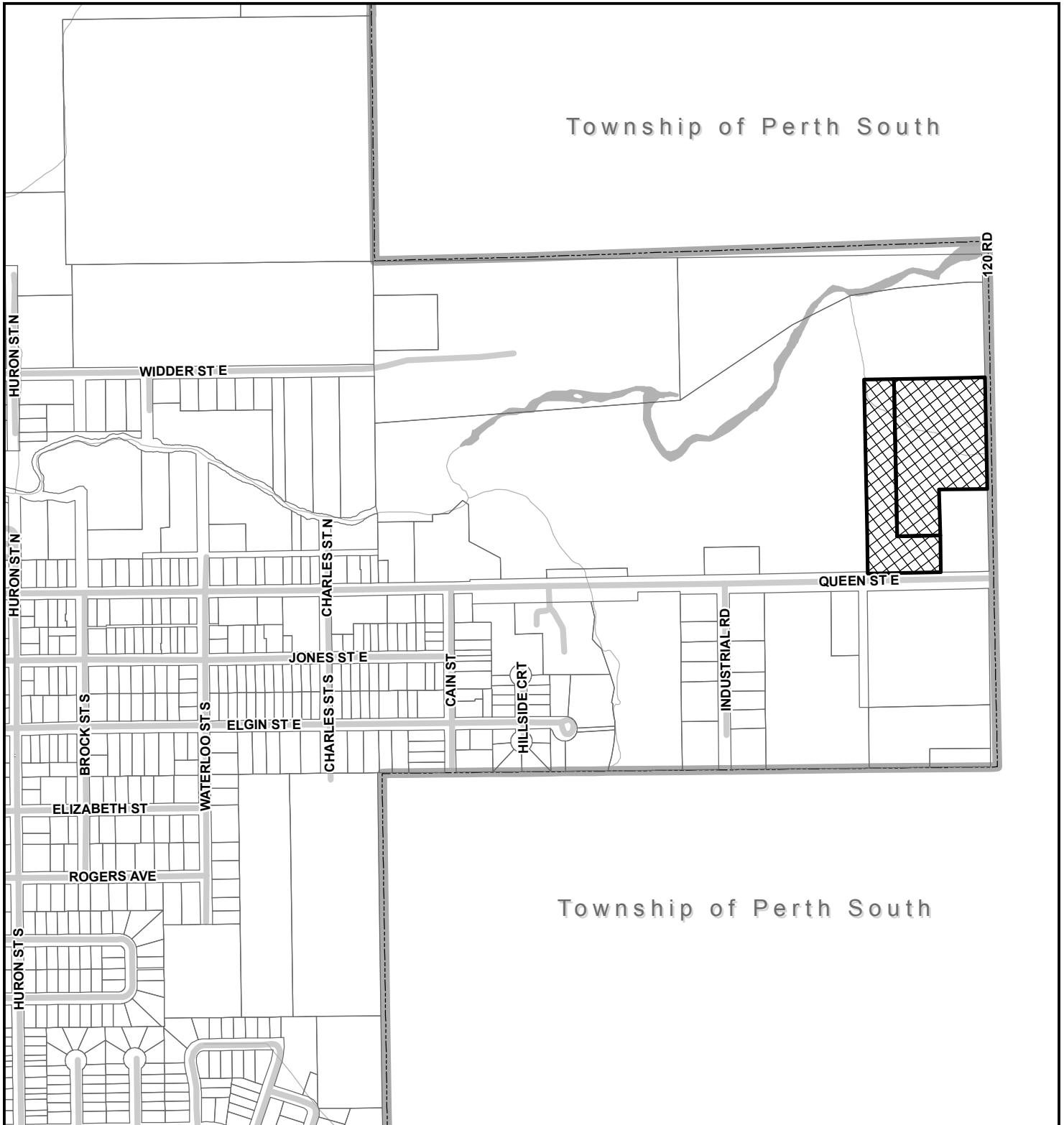
Drawn By : M. MASCIOTRA

Checked By : T. McNEIL, O.L.S.

File No : 35725-101-SV3 (S)



**General Location Map**  
**Town of St. Marys**  
**825 and 895 Queen Street East**



ONTARIO CANADA  
**ST. MARYS**



Subject Area

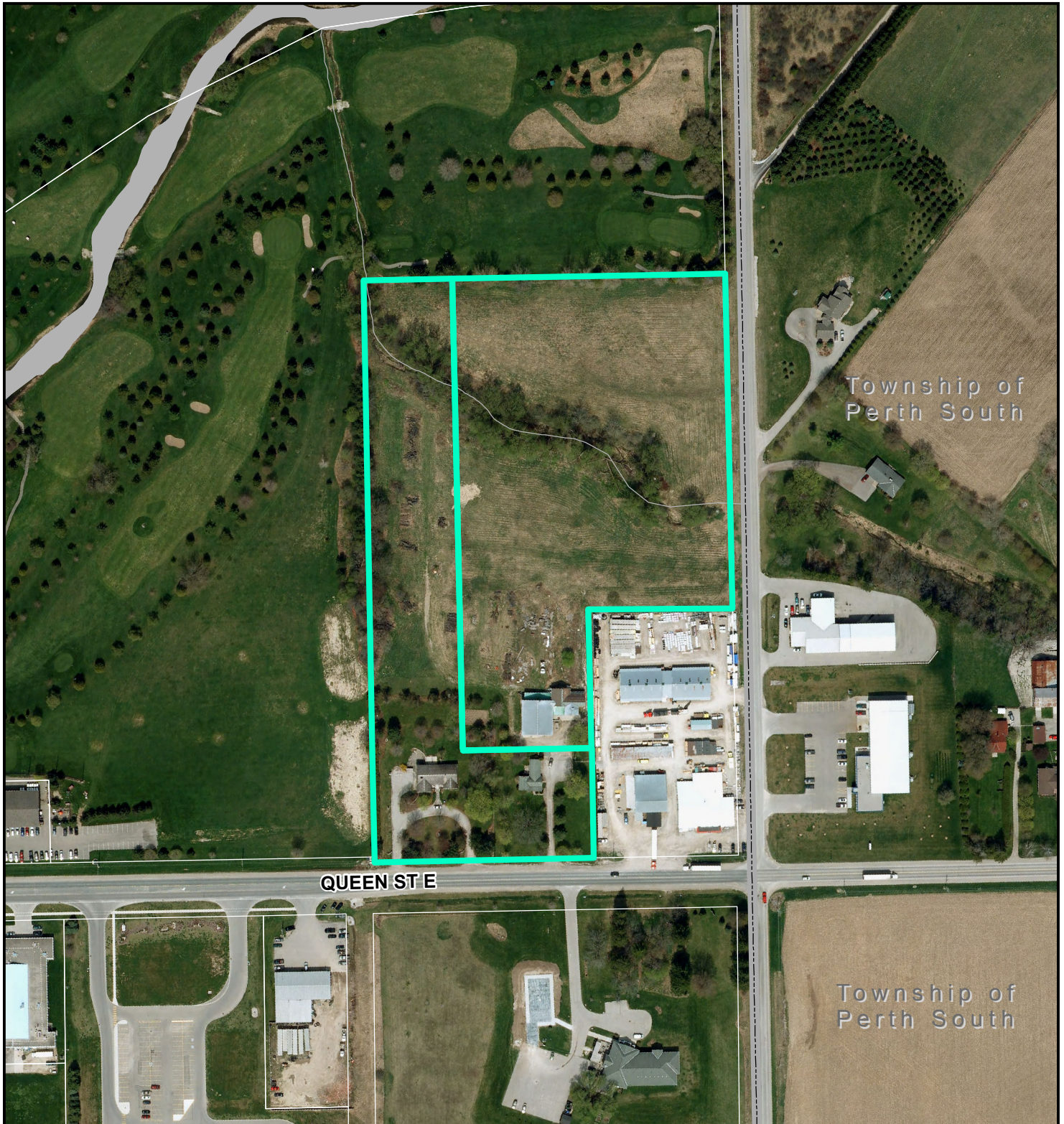


0 100 200 300 400 Metres

May 11, 2017



Specific Location Map  
Town of St. Marys  
825 and 895 Queen Street East





OPA, ZBA AND SEVERANCE SKETCH

OF PART OF  
LOT 17  
CONCESSION 19.

(GEOGRAPHIC TOWNSHIP  
OF BLANSARD)  
NOW IN THE  
TOWN OF  
ST. MARYS  
COUNTY OF PERTH

SCALE 1:2000  
0 8 16 24 32 40 80 METRES

MTE OLS LTD.  
ONTARIO LAND  
SURVEYORS

GOLF COURSE (OS)

PART 14,  
PLAN 44R-2841

ADOPTED AS PUBLIC  
HIGHWAY BY BY-LAW No.  
21-71, INST. No. 152009

QUEEN

STREET

ROAD 120

(ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSION 19 and NORTH BOUNDARY CONCESSION)

PARCEL AREAS		
PARCEL	AREA (m <sup>2</sup> )	AREA (Ha)
①	1219.2	0.1219
②	3110.0	0.3110
③	3516.1	0.3516
④	12867.6	1.2868
⑤	414.1	0.0414
⑥	32914.2	3.2914

AREAS:

AREAS SHOWN ON THIS PLAN IN SQUARE  
METRES AND CAN BE CONVERTED TO  
ACRES BY DIVIDING BY 4046.8564.

METRIC:

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CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

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MTE OLS Ltd.

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STRATFORD, ONTARIO, N5A 2A5

TEL: (519) 271-7952

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Cad File: P:\P\35725\101\35725-101-SV3.DWG

COGO : 35725-101-UTMGROUND.ASC

Drawn By : M. MASCIOTRA

Checked By : T. McNEIL, O.L.S.

File No : 35725-101-SV3 (S)

File No : 35725-101-SV3 (S)



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ST. MARYS, ONT. N4X 1B6  
PHONE (519) 284-2340  
FAX (519) 284-3881  
[www.townofstmarys.com](http://www.townofstmarys.com)

## NOTICE OF RECEIPT OF COMPLETE APPLICATIONS

### CONCERNING PROPOSED

### OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS

**TAKE NOTICE** that the Corporation of the Town of St. Marys has received applications for approval of Official Plan and Zoning By-law Amendments pursuant to Sections 22 and 34 of the *Planning Act R.S.O. 1990* and have deemed same to be complete pursuant to the provisions of the *Planning Act R.S.O. 1990*.

The Planning Advisory Committee will be reviewing the applications for Official Plan and Zoning By-law Amendments at its regular meeting scheduled for **Monday June 5, 2017 at 6:00 p.m.** in the Municipal Operations Centre (408 James Street South) and you are invited to attend this meeting.

The subject properties are located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary). The two abutting properties are irregularly shaped and are further described as follows with reference to the attached Sketch submitted with the Applications:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
- 2) Irregularly shaped lot (3.29 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)

The subject lands are designated Highway Commercial in the Town's Official Plan and zoned Highway Commercial Zone (C3-H) in the Town's Zoning By-law Z1-1997. The proposed Official Plan and Zoning By-law Amendments will not change the land use designation or zone that currently apply to the subject properties. The purpose and intent of the Official Plan and Zoning By-law Amendments and three related Consent to Sever Applications (Files B04-2017, B05-2017 & B06-2017) concurrently submitted to the Town's Committee of Adjustment is to:

- Add special policies to the Highway Commercial designation to allow for the creation of two separate lots (Parts 2 & 5, and Part 3 on the attached Sketch) for the existing residential lots
- Add special provisions to the Highway Commercial Zone (C3-H) to permit the proposed residential consents and allow the existing residential uses to continue
- Consolidate remaining lands (Parts 1, 4 and 6) into one lot

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan and/or Zoning By-law Amendments.

**Please note:** Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes are published on the Town of St. Marys website at [www.townofstmarys.com](http://www.townofstmarys.com).

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Corporation of the Town of St. Marys before the proposed Official Plan Amendment is adopted or the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of St. Marys to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the proposed Official Plan Amendment is adopted or the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Town of St. Marys on the proposed Official Plan and/or Zoning By-law Amendments, you must make a written request to the CAO-Clerk of the Town of St. Marys (Brent Kittmer).

**ADDITIONAL INFORMATION** relating to the proposed Official Plan and Zoning By-law Amendments are available for inspection during office hours at the Town of St. Marys Municipal Operations Centre and can be provided in an accessible format upon request.

**DATED AT THE TOWN OF ST. MARYS THIS 15<sup>th</sup> DAY OF MAY, 2017.**

Susan Luckhardt, Secretary-Treasurer, Planning Advisory Committee, Town of St. Marys,

408 James Street South, P.O. Box 998, St. Marys, ON, N4X 1B6.

Telephone: (519) 284-2340 ext. 243; Fax:(519) 284-0902.

