



Minutes of Community Development  
Advisory Committee Meeting  
April 16, 2018  
6:30 PM  
Town Hall (Council Chambers), Arnprior, ON

**Present:**

Chair, Lynn Grinstead  
Vice-Chair, Tom Burnette  
Citizen Member, Neil Caldwell  
Citizen Member, Darrel O'Shaughnessy  
Citizen Member, Dennis Turpin

**Also Present:**

Michael Wildman, CAO  
Robin Paquette, Town Planner  
John Steckly, General Manager, Operations  
Maureen Spratt, Town Clerk  
Kaila Zamojski, Deputy Clerk  
Mayor David Reid  
Councillor Ted Strike  
Councillor Dan Lynch

**Absent:**

Citizen Member, Gib McMullen

1. Call to Order

Chair Lynn Grinstead called the Community Development Advisory Committee Meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The Town Clerk called the roll with all Members of the Community Development Advisory Committee being present, except Citizen Member Gib McMullen.

3. Disclosures of Pecuniary Interest

None

4. Adoption of Agenda

Resolution No. CDC007-18

Moved by Darrel O'Shaughnessy

Seconded by Dennis Turpin

BE IT RESOLVED THAT the agenda for the Community Development Advisory Committee Meeting dated Monday, April 16, 2018 be adopted.

Resolution CARRIED

5. Adoption of Minutes of Previous Meetings

a) **Community Development Advisory Committee Minutes – January 15, 2017**

Resolution No. CDC008-18

Moved by Tom Burnette

Seconded by Neil Caldwell

THAT the Community Development Advisory Committee Minutes of January 15, 2018 be adopted.

Resolution CARRIED

## Minutes of Corporate Services Advisory Committee Meeting

### 6. Presentations/ Delegations

#### Presentations

##### a) **Town of Arnprior New Comprehensive Zoning By-law**

The Planner advised that due to inclement weather Mr. MacDonald, Meridian Planning is unable to attend. The Planner further advised that the public open house, a requirement under the Act, was held between 5 and 6:30 pm this evening to provide information regarding the proposed Comprehensive Zoning By-law and to informally exchange information with the public.

The Planner provided introductory comments noting that the proposed zoning by-law has been updated to conform to the Town's Official Plan and provincial legislation. The effect of the proposed new Comprehensive Zoning By-law will be improved development parameters that help create a more attractive, prosperous and livable community. The Planner explained with the passing of the new Comprehensive Zoning By-law, By-law No. 4990-01 will be repealed.

The Planner proceeded to provide an PowerPoint Presentation on the New Comprehensive Zoning By-law attached as Appendix A and forming part of these minutes.

##### b) **Residential Block Parties**

Resolution No. CDC009-18

Moved by Tom Burnette

Seconded by Dennis Turpin

**That** the Operations Advisory Committee receive the Residential Block Parties presentation as information.

Resolution CARRIED

The Town Clerk provided a PowerPoint Presentation on Residential Block Parties, attached as Appendix B and forming part of these minutes. On question of the Clerk the committee members provided the following feedback:

- Agreed with the municipality dropping off and picking up barriers, free of charge
- Suggested a damage deposit be considered when applying, in the event that the street is not cleaned up after the event
- Agreed with block parties being held on Fridays, Saturday, Sundays and statutory holidays

## Minutes of Corporate Services Advisory Committee Meeting

- Agreed with a nominal fee being charged (\$5-\$10)

The Town Clerk advised she will be reviewing the feedback from all three (3) advisory committees and bringing forward the Block Parties Application and Guidelines to Council for their consideration.

7. Matters Tabled/Deferred/Unfinished Business

None

8. Staff Reports

None

9. New Business

None

10. Closed Session

None

11. Adjournment

Resolution No. CDC010-18

Moved by Dennis Turpin

Seconded by Darrel O'Shaughnessy

THAT this meeting of the Community Development Advisory Committee be adjourned at 7:36 PM.

Resolution CARRIED



# Town of Arnprior New Comprehensive Zoning By-law

Community Development Advisory  
Committee (CDAC) Meeting

April 16, 2018

## Agenda

- Background and process;
- By-law organization and structure;
- Overview of key changes to general provisions;
- Proposed zone structure;
- Key changes in the Residential Zones; and,
- Other key changes



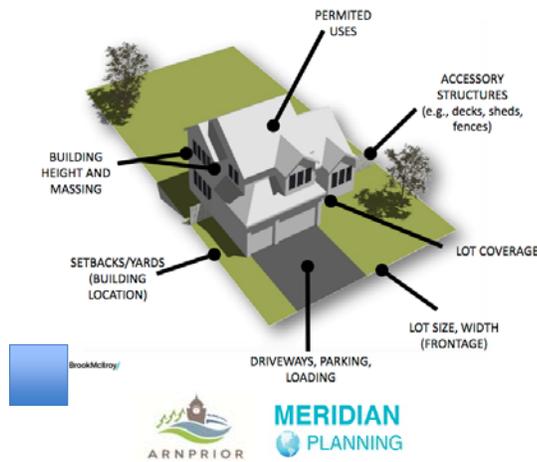
## Background

- The *Planning Act* requires municipalities to update their Official Plan no less than every 10 years.
- In 2017, the Town of Arnprior updated its Official Plan and established a new planning framework that implements Provincial policy and addresses contemporary planning issues.
- The new Official Plan applies to all lands within the Town and provides a vision for future growth.
- Since a new Official Plan was adopted in 2017, Section 26(9) of the *Planning Act* requires the Town to amend its Zoning By-law to conform to the new Official Plan.



## What is a Zoning By-law?

- A Zoning By-law contains provisions that regulate the use, size, height and location of buildings throughout the Town of Arnprior.



## Zoning By-law Review - Process

- The Zoning By-law Review process was divided into two Phases.
- Phase 1 reviewed all of the relevant policy and strategic documents, included the preparation of a Discussion Paper in May 2017 that established an overall strategy for developing the new Zoning By-law.
- Following the preparation of the Discussion Paper a presentation was made to CDAC on June 19, 2017.
- Phase 2 included drafting the new Zoning By-law, presenting it to CDAC (today's meeting) as well as completing the Statutory Open House and Public Meeting in accordance with the *Planning Act*.



## Project Goals

- Implement the new Official Plan;
- Ensure that By-law is easy to understand and interpret;
- Improve By-law organization and formatting;
- Update and simplify the zone structure where possible;
- Update terminology and definitions;
- Carry forward regulations that have been effective since 2001;
- Determine how existing zone regulations and permitted uses should be modified, as required;
- Address additional problems that have been identified by Town staff, stakeholders, and members of the public; and in the end,
- Create a brand new contemporary zoning by-law to effectively guide development in the Town



# By-law Organization

As a starting point it was determined that there was need to create a Zoning By-law that was as easy to use and administer as possible. With this in mind, the draft Zoning By-law contains:

- A new Preamble section to describe how the by-law is to be used and interpreted;
- A revised interpretation section;
- An updated list of definitions that reflect best practices;
- An updated set of general provisions that establish Town-wide rules for such things as accessory buildings, barrier free access, prohibited uses etc.;
- A dedicated parking and loading section with updated standards;
- A series of sections that each deal with the primary land uses in the Town (residential, mixed use, employment and other) with these sections each containing relevant general provisions; and,



# By-law Organization (cont'd)

- Lastly, Gateway pages for each of the four Residential zones to provide for 'one stop shopping'

**6.5 R1 - RESIDENTIAL ONE**

**Permitted Uses**

- Single detached dwelling
- Semi detached dwelling
- Duplex dwelling
- Secondary residential units
- Home business
- Bed and breakfast establishment
- Child care centre

Standards	Other Information (selected)	Refer to Section
<b>Minimum Lot Frontage</b>	Accessory buildings	6.4.1
• Single detached dwelling 15.0 metres	Prohibited uses	4.10
• Semi detached dwelling 15.0 metres	Special setbacks	4.12
• Duplex dwelling 15.0 metres	Parking standards	5.3
<b>Minimum Front Yard</b> 4.5 metres	Secondary residential units	6.3.1
<b>Minimum Setback to Garage</b> 6.0 metres	Home businesses	6.3.3
<b>Minimum Rear Yard</b> 6.0 metres	Driveways	6.4.3
<b>Minimum Exterior Side Yard</b> 4.5 metres	Decks	6.4.7
<b>Minimum Interior Side Yard</b> 1.2 metres	Porches	6.4.8
<b>Minimum Dwelling Area</b>	Encroachments	6.4.10
• Single detached dwelling 75 m <sup>2</sup>	Swimming pools	6.4.11
• Semi detached dwelling 85 m <sup>2</sup>		
• Duplex dwelling 85 m <sup>2</sup>		
<b>Maximum Height</b>		
	9.0 metres, if adjacent dwellings are higher than 8.5 metres - 10.5 metres.	



## Some key changes to mention...

Below are some of the key changes to highlight:

1. The new by-law will repeal the existing by-law in its entirety; however existing minor variances granted after January 1, 2010 are 'grandfathered';
2. The new by-law will permit barrier free entrances anywhere, provided required parking spaces are not obstructed (now permitted to within 1.2 metres from lot line);
3. The new by-law will specifically **exempt non-residential uses only** from providing parking on site in the Downtown area;
4. The required number of parking spaces for rowhouses is being increased from 1.5 spaces per unit to 2 spaces per unit (one space can be in garage);
5. Secondary residential units will be required to have one dedicated parking space (which can be tandem);



## Some key changes to mention...

6. Parking requirements for certain uses have been reduced (for example: banks from 1 per 17 m<sup>2</sup> to 1 per 23 m<sup>2</sup> and retail stores from 1 per 18.5 m<sup>2</sup> to 1 per 20 m<sup>2</sup>) on the basis of internationally recognized standards;
7. Parking requirements for non-residential uses can be reduced by 20% when multiple uses are located on the same property;
8. The requirement to provide loading spaces is proposed to be deleted (currently, loading spaces are required if floor area is greater than 300 m<sup>2</sup>);
9. New requirements for bicycle parking spaces are proposed in circumstances where 13 or more motor vehicle spaces are required;
10. The new by-law contains new drive through regulations (including a 15 metre setback from Residential Zones);



## Some key changes to mention...

11. The new by-law proposes to cap the width of a driveway accessing a single or a semi at 6 metres (means up to 50% of lot frontage in new development areas);
12. For townhouses, the maximum width would be 3.7 metres (about 61% of the frontage of a 6 metre wide lot);
13. The new by-law proposes to require the pairing of driveways where semis or townhouses are proposed;
14. The new by-law includes specific rules on decks that permits them to be setback 1.2 metres from interior side lot line and 3.0 metres from rear lot line;
15. The new by-law includes rules on shipping containers, which would be permitted for up to 30 days in a calendar year;



## Implementing the New Official Plan in New Zones

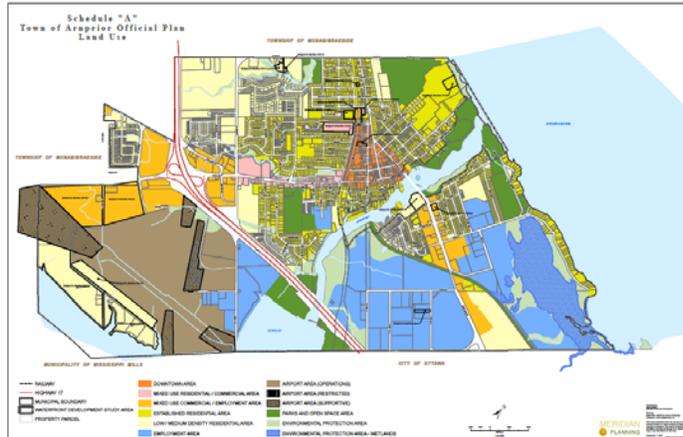
As a starting point, each of the land use designations in the new Official Plan is proposed to be implemented in a unique Zone in the new Zoning By-law as per below:

Land Use Designation in the Official Plan	New Zone in the Zoning By-law
Established Residential Area	Residential One & Residential Two
Low/Medium Density Residential Area	Residential Three & Residential Four
Downtown Area	Mixed Use Commercial
Mixed Use Residential / Commercial Area	Mixed Use Residential/Commercial
Mixed Use Commercial / Employment Area	Mixed Use Commercial/Employment
Employment Area	Employment
Airport Area	Airport Development
Parks and Open Space Area	Open Space
Environmental Protection Area	Environmental Protection



## Changes to Residential Zones

Schedule A from the new Official Plan identifies the Established Residential Area (dark yellow) and the Low/Medium Density Residential Area (light yellow).



## Old and New Residential Zones

It is proposed to:

1. Retain the existing R1 Zone, but apply it only in already developed neighbourhoods, and reduce the maximum permitted height from 10.5 metres to 9.0 metres, unless adjacent dwellings are higher than 9.5 metres then the maximum building height is 10.5 metres;
2. Delete the existing R2 Zone that permits semi's and duplexes in addition to singles and permit these uses in the R1 Zone as of right (encourages intensification);
3. Create a new R2 Zone that would apply to existing townhouse and apartment sites in the already developed neighbourhoods (this new zone would also be applied on a case-by-case basis on new infill development sites);



## Old and New Residential Zones

It is proposed to:

4. Create a new R3 zone for new development areas that permits the same uses as the R1 Zone with different standards;
5. Create a new R4 Zone for new development areas that would permit townhouses and apartments;
6. Permit secondary residential units in all residential zones subject meeting parking requirements (means double wide driveway would be required); and
7. Create a new Development (D) Zone that would apply in remaining undeveloped areas (some areas are currently zoned R1).

The tables on the next two pages summarize some of the above changes



## Current Residential Zones

Below is a table of the permitted uses in the current Residential Zones.

Permitted Uses in Current Residential Zones	Residential One (R1)	Residential Two (R2)	Residential Three (R3)
Single-detached	✓	✓	✓
Group Home	✓	✓	✓
Boarding House	✓	✓	✓
Bed and Breakfast	✓	✓	✓
Semi-detached		✓	✓
Duplex		✓	✓
Triplex			✓
Converted			✓
Maisonette			✓
Rowhouse			✓
Apartment			✓



## New Residential Zones - Key Changes

- The new Residential Zones now apply two Zones (R1 and R2) to the Established Residential Area and two Zones (R3 and R4) to the Low/Medium Density Residential Area.

Permitted Uses in the new Residential Zones	Established Residential Area		Outside of Established Residential Area	
	Residential One (R1)	Residential Two (R2)	Residential Three (R3)	Residential Four (R4)
Single-detached	✓		✓	
Semi-detached	✓		✓	
Duplex	✓		✓	
Townhouse		✓		✓
Apartment		✓		✓
Secondary Residential Unit	✓	✓	✓	✓
Bed and Breakfast	✓	✓	✓	✓



## Changing Residential Zone Standards (New R3 Zone)

It is proposed to modernize the standards that apply in the new R3 Zone to reflect current best practices and to encourage innovation.

In this regard, it is proposed to:

- Reduce the minimum required frontage from 15 metres to 12 metres;
- Reduce the front yard from 6.0 metres to 4.5 metres (does not apply to garages which have to be set back 6.0 metres);
- Eliminate the maximum lot coverage requirement and rely on setbacks alone;
- Apply the new driveway width requirements which permit a driveway of up to 6.0 metres wide; and
- Reduce the minimum dwelling unit size to 75 m<sup>2</sup> from 84 m<sup>2</sup>

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## Current R1 Zone vs. New R3 Zone

Standard	Current Residential One (R1) Zone	New Residential Three (R3) Zone
Minimum Lot Area	450 square metres	-
Minimum Lot Frontage	15 metres	Single-detached: 12.0 metres Semi-detached: 15.0 metres Duplex dwelling: 12.0 metres
Minimum Front Yard Setback	6.0 metres	4.5 metres
Minimum Setback to Garage	-	6.0 metres
Maximum Driveway Width	-	6.0 metres
Minimum Flank Yard Setback	4.5 metres	4.5 metres
Minimum Interior Side Yard Setback	1.2 metres	1.2 metres
Minimum Rear Yard Setback	6.0 metres	6.0 metres
Minimum Dwelling Unit Area	84 square metres	Single-detached: 75 square metres Semi-detached: 65 square metres Duplex dwelling: 65 square metres
Maximum Lot Coverage	40%	-
Maximum Building Height	10.5 metres	11.5 metres
Minimum Landscaped Front Yard	40%	-

## Changing Residential Zone Standards (New R4 Zone)

It is proposed to update the standards that apply to future rowhouse development areas in the Town to support the development of more aesthetically pleasing streetscapes and neighbourhoods.

In this regard, it is proposed to:

1. Increase the minimum required frontage from 4.5 metres to 6.0 metres;
2. Reduce the front yard from 5.0 metres to 4.5 metres (does not apply to garages which have to be set back 6.0 metres);
3. Reduce the rear yard from 7.0 metres to 6.0 metres;
4. Eliminate the maximum lot coverage requirement and rely on setbacks alone; and,
5. Apply the new driveway width requirements which permit a driveway of up to 3.7 metres wide (along with the required pairing of driveways)

## Current R3 Zone vs. New R4 Zone

Standards	Current Residential Three (R3) Zone	New Residential Four (R4) Zone
Minimum Lot Area	130 square metres per unit	-
Minimum Lot Frontage	4.5 metres per unit	6.0 metres
Minimum Front Yard Setback	5.0 metres	4.5 metres
Minimum Setback to Garage	-	6.0 metres
Minimum Flank Yard Setback	4.5 metres	4.5 metres
Minimum Interior Side Yard Setback	1.2 metres	1.2 metres
Minimum Rear Yard Setback	7.0 metres	6.0 metres
Minimum Dwelling Unit Area	60 square metres	-
Maximum Lot Coverage	55%	-
Maximum Building Height	15 metres	11.5 metres
Minimum Landscaped Front Yard	-	-

## New Mixed Use Zones - Key Changes

- There new Zoning By-law includes three Mixed Use Zones:
  - Mixed Use Commercial (MUC);
  - Mixed Use Residential / Commercial (MU-RC); and,
  - Mixed Use Commercial / Employment (MU-CE).
- A number of mapping updates were required to implement the designations from the Official Plan in the new Zoning By-law.
- Key changes in each of the Mixed Use Zones are provided on the following slides.

## Other Key Changes

- The range of permitted uses in the Mixed Use Commercial Zone (Downtown) continues to be extensive, however the new Zone does not permit Automotive Vehicles Sales, Automotive Rental Establishments or Eating Establishments (Drive-in) as these are directed to the other Mixed Use Zones.
- The new MU-CE Zone (Daniel Street) applies more restrictive standards such as minimum lot frontage, minimum lot area, minimum front yard setback and minimum rear yard, however the new Zoning By-law permits an increase maximum building height of 14 metres (previously 10.5 metres).
- The list of permitted uses in the new Employment Zone has been significantly shortened, however the terminology of the permitted uses has been broadened to ensure maximum flexibility.



## Other Key Changes (cont'd)

- The new Employment Zone does not include a lot coverage requirement. Instead, the size of the employment use will be controlled by the required minimum yards, as well as required parking and landscape provisions.
- The new Employment Zone also does not include a minimum interior side yard and reduces the minimum rear yard to 7.5 metres as long as the property abuts another property in same zone.
- The new Zoning By-law applies the Institutional (I) Zone to local institutional uses in the Established Neighbourhoods and the Low/Medium Residential Areas.
- The Airport Development (A-D) Zone applies to the airport and adjacent lands and requires a Comprehensive Development Plan to be prepared for development within this Zone.



Thank You





# Residential Block Parties

Maureen Spratt, Town Clerk

Community Development Advisory Committee Meeting – April 16, 2018

## Background

- Municipality approached for temporary street closures to host block parties
- September 25, 2017
  - Council resolution directing staff to come forward with guidelines on Block Parties



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## Residential Block Parties

- Advantages of Neighbourhood block parties:
  - avenue to get to know your neighbours
  - build goodwill and strengthen community ties
  - safety (strangers lurking/in case of an emergency someone to turn to)



## Block Party Requirements

- Submit a completed application
- Must be on local road or cul de sac and not a busy road
- Dedicated six metre unobstructed emergency lane



## Do's and Dont's

- Do's
  - Observe safety precautions
  - Consider the environment (promotion of event / minimize waste)
  - Remove all garbage, recycling, etc
  - Erect barriers capable of stopping traffic



## Do's and Dont's

- Dont's
  - Charge an admission fee
  - Create noise that would unreasonably disturb neighbours
  - Allow alcohol on public right-of-way/lands
  - Set off fireworks (unless authorized under by-law)



## Next Steps

- Feedback from Advisory Committees
  - Nominal Administration Fee
  - Days/Times permitted
  - Neighbourhood Support
  - Barricades
- Formalize Guidelines
- Communicate to Public



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# Questions?



• WHERE THE RIVERS MEET •

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