

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING MINUTES – OCTOBER 10, 2023 @ 2:00 P.M.  
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

**Members Present:**

**Mayor: Andrew Lennox  
Councillors: Shery Burke (left at 4:00 p.m.)  
Lisa Hern (via Zoom)  
Steve McCabe  
Penny Renken**

**Staff Present:**

**Chief Administrative Officer: Brooke Lambert  
Director of Legislative Services/Clerk: Karren Wallace  
Deputy Clerk: Catherine Conrad  
Chief Building Official: Darren Jones  
Human Resources Manager: Amy Tollefson  
Manager Community & Economic Development: Dale Small  
Senior Project Manager: Tammy Stevenson  
Community Recreation Coordinator: Tasha Grafos  
Director of Finance: Jerry Idialu  
Manager Environment and Development Services: Corey Schmidt  
Director of Fire Services: Chris Harrow  
Deputy Fire Chief: Marco Guidotti  
Deputy Fire Chief: Callise Loos  
Drainage Superintendent: Neal Morris  
Drainage Engineer: Thomas Jackson  
Risk Management Officer: Kyle Davis  
Manager of Development Planning: Curtis Marshall  
Senior Planner: Matthieu Daoust**

**CALLING TO ORDER - Mayor Lennox**

Mayor Lennox called the meeting to order

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest disclosed.

**OWNERS/APPLICANT**

ZBA 10/23 – 5053745 ONTARIO INC.

**LOCATION OF THE SUBJECT LAND**

The land subject to the proposed zoning amendment and Official Plan Amendment is legally described as Plan of Mount Forest Part; Park Lot 4 RP61R22383 Parts; 2 And 3 and municipally described as 440 Wellington Street East. The subject property has a total area of 0.984 ha (2.43 ac). 0.56 ha.

## **PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed Zoning By-law amendment will rezone the lands from Residential (R1C) Zone to Residential Site Specific (R3-XX) to permit 28-unit stacked townhouse development. Additional relief may be considered at this meeting.

An Official Plan Amendment (OPA) was submitted in support of the zone amendment application, which proposes to increase the permitted density from 35 units/ha to 50 units/ha to facilitate the construction of a 28-unit stacked townhouse development.

## **NOTICE**

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on September 12, 2023.

## **PRESENTATIONS**

Matthieu Daoust, Planner, County of Wellington, Township of Wellington North

- Planning Report dated October 10, 2023

Mr. Daoust clarified that the size of the property is closer to 0.56 ha rather than the 0.984 ha shown in the report.

### **Planning Opinion**

The purpose of this zoning amendment is to rezone the subject lands from Residential (R1C) zone to Site Specific Residential (R3-20) to facilitate the proposed development of 28 stacked townhouse units. The applicant has also submitted an Official Plan Amendment to the County of Wellington to amend Section 8.3.5 a) of the County Official Plan to permit a stacked townhouse development with a density of 50 units per hectare.

The purpose of this report is to provide the Township with an overview of the proposed zoning by-law amendment and Official Plan amendment applications and facilitate the public meeting. Further, this statutory public meeting will provide the opportunity for the community and area residents to ask questions and seek more information from the applicant. It will also provide an opportunity for the applicant to address any concerns that may have been raised through the notification process.

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final report and By-law for Councils consideration.

### **INTRODUCTION**

The property subject to the proposed amendment is described as Plan Town of Mount Forest Part Park Lot 4 RP 61R22383 Parts 2 & 3, Geographic Town of Mount Forest. The subject property is 0.984 ha (2.43 ac) in size and is currently occupied by a single detached dwelling and an accessory structure.

### **PROPOSAL**

The purpose of this zoning amendment is to rezone the subject lands from Residential (R1C) zone to Site Specific Residential (R3-20) to facilitate the development of 28 stacked townhouse units (Figure 2). The proposed 1.5 storey development will include 44 parking spaces and a private amenity area for the residents. Site specific relief is requested to permit a reduced minimum lot area and a reduced minimum interior side yard setback.

## SUPPORTING STUDIES

The applicant has completed the following technical reports and studies in support of the proposed applications:

- A Planning Justification Report prepared by Cobide Engineering Inc
- A Functional Servicing & Stormwater Management Report prepared by Cobide Engineering Inc.

## PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located within the settlement area of Mount Forest. Section 1.1.3.1 of the PPS states that “settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted.” Settlement areas are encouraged to include a mix of densities and land uses.

## A PLACE TO GROW

The Growth Plan for the Greater Golden Horseshoe, 2020, came into effect on August 28, 2020.

The Provincial Growth Plan directs the majority of growth to settlement areas as a better use of land and infrastructure while prioritizing intensification in strategic growth areas, including urban growth centres, major transit station areas, brownfield sites and greyfields. The vast majority of growth will be directed to settlement areas that have a delineated built boundary.

Section 2.2.1.4 of the Plan seeks to achieve a complete community including a diverse mix of lands uses and provide for a more compact built form and vibrant public realm.

Section 2.2.2 establishes growth targets for development within delineated built-up areas. The proposed development is located within a built boundary per the Official Plan which states that a minimum of 20% of new housing must be within the built-up area.

## WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated RESIDENTIAL in the Urban Centre of Mount Forest. The property is located within the defined “built boundary”.

### Intensification

The policies of Section 3 of the Official Plan outline the general strategies for guiding growth within the County. Section 3.3 sets out objectives for growth and encourages growth in urban areas. It further seeks to identify and promote opportunities for growth in the built up areas of urban centres through intensification and redevelopment where this can be accommodated, taking into account small town scale and historic streetscapes.

Section 3.3.1 identifies targets and states “by the year 2015 and for each year thereafter, a minimum of 20 percent of all residential development occurring annually will be within the built-up area”. This application is located within the build boundary and will continue to support this target.

### Urban Centres

Section 7.5.1 of the County Official Plan provides details on land use compatibility in Urban Centres “Urban Centres are expected to provide a full range of land use opportunities. Residential uses of various types and densities, commercial, industrial and institutional uses as well as parks and open space uses will be permitted where compatible and where services are available.”.

## Residential Designation

The policies of Section 8.3.2 of the Official Plan sets out a number of objectives for residential development including, b) “to provide a variety of dwelling types to satisfy a broad range of residential requirements, e) to ensure that an adequate level of municipal services will be available to all residential areas”, and g) to encourage intensification, development proposals provided they maintain the stability and character of existing neighborhoods.

The policies of Section 8.3.11 of the Official Plan encourage development of “vacant or under-utilized properties for residential uses which are compatible with surrounding uses in terms of dwelling type, building form, site coverage and setbacks”.

## Official Plan Amendment (OP-2023-01)

The applicant has submitted an Official Plan Amendment to the County of Wellington in support of the proposed zone amendment application. The applicant is seeking a site-specific amendment to amend Section 8.3.5 a) of the County Official Plan to permit a stacked townhouse development with a density of 50 units per hectare.

Section 8.3.5 a) states the following “that medium density development on full municipal services should not exceed 35 units per hectare (14 units per acre) for townhouses or row houses, and 75 units per hectare (30 units per acre) for apartments, although it may not always be possible to achieve these densities on smaller sites;”.

## WELLINGTON NORTH COMMUNITY GROWTH PLAN (WNCGP)

The Community Growth Plan was completed in February 2018 to establish a strategic vision for development. The Plan builds on and promotes a continued and strengthened community partnership, and the Township’s leadership role in engaging and working with the community, public and private partners, stakeholders and investors, to shape the future of Wellington North.

The Plan was shaped by a Steering Committee comprised of residents, stakeholders, Township Council and County Planning staff. Beyond that community workshops, focus groups and online surveys were conducted in September 2017.

Through these efforts the following relevant Growth Management Goals have been identified:

- To direct and focus development to the urban areas of Arthur and Mount Forest as the primary centres and complete communities with a mix of land uses, housing, jobs and services.
- To plan and promote orderly, compact development within the urban areas, based on phasing to align with planning for infrastructure, transportation, facilities and services.
- Intensification Goals – To encourage intensification generally to achieve the desired urban structure.
- To protect prime agricultural land and rural resources for farming and rural economic development.

According to the 2017 Plan, available residential lands are generally sufficient to address future needs based on the population and housing growth forecasts; however, potential additional intensification, integration of a greater housing mix on available residential lands, and the positioning of greenfield development opportunities in

opportune locations would optimize the land supply towards achieving the current and future targets.

In line with provincial direction for intensification at the time, the WNCGP proposed three intensification targets. The Plan identifies a recommended intensification target of 30-40% between 2022 to 2041 within Arthur and Mount Forest.

Planning Staff note the subject lands are located within Stage 1 of the WNCGP Development Stages mapping for Mount Forest and will contribute to the proposed intensification targets outlined above. Stage 1 is identified as the first priority area for development in Mount Forest.

#### WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Residential (R1C). The applicant is seeking to rezone to Site Specific Residential (R3-20) to facilitate the construction of 28 stacked townhouse units.

This amendment is also seeking zoning relief to permit reductions in lot area and interior side yard setbacks.

The proposed zoning and associated site specific criteria is provided below:

Zone		Required	Proposed
<b>R3-20</b>	<b>R3 Zoning Provisions – Stacked Cluster Townhouse:</b>		
	LOT AREA, Minimum	6,356 m <sup>2</sup> (68,404 ft <sup>2</sup> )	5,632 m <sup>2</sup> (60,622 ft <sup>2</sup> )
	INTERIOR SIDE YARD, Minimum (4-unit Townhouse)	6 m (19.7 ft)	2.49 m (8.17 ft)
	INTERIOR SIDE YARD, Minimum (12-unit Townhouse)	6 m (19.7 ft)	4.5 m (14.7 ft)

#### PLANNING DISCUSSION

##### Medium Density Development - Compatibility

Section 8.3.5 of the County Official Plan identifies that medium density development such as townhouses may be allowed in areas designated RESIDENTIAL subject to the requirements of the zoning by-law and further provided that the following criteria are satisfactorily met:

Policy Requirement:	Response:
a) Development should not exceed 35 units per hectare (14 units per acre) for townhouses	The proposed townhouse development is to be built with a total of 28 units on a 0.984 ha (2.43 ac) (50 units per ha).  The applicant has submitted an Official Plan Amendment as it relates to the above-mentioned density to permit the proposed development.
b) The design is compatible with existing or future development on adjacent properties	Adjacent land uses include residential and institutional uses along Wellington St E and King St E. The surrounding properties include low low/medium density residential. The proposed 1.5

	storey (19.8 foot) height is compatible to the surrounding properties.
c) The site has a suitable size and shape to accommodate the development and required infrastructure	The subject lands are 0.984 ha (2.43 ac) in size which is suitable in size and shape for a townhouse development.
d) Adequate services are available	Township staff have confirmed adequate services connections are available to service the proposed development. Water and sewage allocation would have to be obtained in accordance with the Township's sewage allocation policy process.
e) In the built boundary, medium density townhouses are encouraged to locate on major roadways and arterial roads	The property is located on Wellington St E in Mount Forest.
f) Appropriate zoning is provided	The property is proposed to be zoned Site Specific Residential (R3-20). The R3 zoning provides standards for cluster and street townhouses. Site specific standards have been proposed and are being reviewed by Planning Staff.

#### Stormwater Management

A Functional Servicing & Stormwater Management Report prepared by Cobide Engineering Inc dated May 2023 have been submitted in support of the application.

The post development runoff from the entire site will be utilizing underground chambers to control flows on the subject lands. The report summarizes that site peak flows will be improved from pre-developments conditions to post development except for the two-year design storm will see a marginal increase.

A final detailed design will be required which will be reviewed by the Township Engineer prior to final approval and construction of the proposed development.

#### NEXT STEPS

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final recommendation report including seeking council endorsement on the Official Plan Amendment and a draft zoning by-law amendment for Council's consideration.

### **CORRESPONDENCE FOR COUNCIL'S REVIEW**

Heather Imm, Senior Planner, Upper Grand District School Board

- Letter dated July 31, 2023 (No Objections)

Michael Oberle, Environmental Planning Technical, Saugeen Conservation

- Letter dated August 4, 2023 (No Objections)

Kim Funk, Source Protection Cordinator, Wellington Source Water Protection

- Email dated September 12, 2023

Raymond Petersen, Wellington North Power

- Letter dated September 22, 2023 (No Objections)

## **REQUEST FOR NOTICE OF DECISION**

The by-law will be considered at a future council meeting. Persons wishing notice of the passing of the by-law must submit a written request.

## **MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

The Applicant and Agents were present to answer questions.

Dana Kieffer, Cobide Engineering Inc., Agent for the Applicant, highlighted that they are proposing stacked townhouses that are approximately a storey and a half in height; which will fit in with the neighbourhood. The townhouses are split level and achieve more units in a smaller footprint that drives that density up. They have applied for an Official Plan Amendment as a caution and to keep the application moving forward. It is their understanding that the County is currently updating their Official Plan to permit a density for stacked townhouses of 75 units per ha.; which this proposal would meet. The proposed density for the site is 49 units per ha and the maximum for townhouses is 35. The maximum for apartments is 75. This proposal falls in the middle of that and they have applied for an OPA to cover off all those policies. They are asking for two interior side yard reductions. The requirement is 6m and they have applied the cluster townhouse provisions. They are asking for 2.49m for the 4 plex that fronts the road. Comparatively a 4 plex in an R2 zone the interior side yard requirement would be 1.2m and they are asking for 2.49m; but, because they are asking for the R3 zone and the cluster townhouse provisions are being applied the reduction is looking greater than in an R2 zone. The other request is for 4.5 m for the stacked townhouses that back onto the Faith Baptist Church were there is a large field that will provide some buffering. The property does support connectivity to the west with the recently developed townhouse development so there is a proposed driveway access with a breakaway fire gate for fire access.

## **COMMENTS/QUESTIONS FROM COUNCIL**

Councillor Burke commented that density in the area continues to increase dramatically and asked if there is any consideration of reducing the number of units, stating she cannot support this development with this density. Ms. Kieffer commented that the site and services are able to support this density there hasn't been any consideration to reducing the density on this site.

Councillor Renken also expressed concern with the density in the area, especially when they are asking for reduced setbacks and side yards. Every unit deserves the space that the zoning by-law affords them. Fewer units could be put in to adhere to the zoning by-law with the setbacks.

Councillor Burke commented that we continue to see these applications and we continue to increase the density on parcels that don't accommodate what is being asked for. Eventually there is going to need to be discussions based on not the small town feel we are trying to achieve while accommodating growth but how we address concerns that people move away from the city. We will need to address that at some point as we continue to increase the density in neighbourhoods at the rate that we are. Brad Willson, owner, stated that there is a push for densification to have affordable housing.

## **OWNERS/APPLICANT**

ZBA 17/23 – HOLTZ GRAIN LIMITED

## **LOCATION OF THE SUBJECT LAND**

The land subject to the proposed amendment is described as Concession 5, Lot 22 & Part Lot 23 with civic address of 7552 Sideroad 9 W. The subject property is approximately 82.31 ha (200.9 ac) in size.

## **PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed amendment is to rezone the subject lands from Agricultural (A) Zone to Site Specific Agricultural (A-2) Zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. The applicant is seeking relief on the severed parcel to permit a 660 m<sup>2</sup> (7,104 ft<sup>2</sup>) accessory structure. This rezoning is a condition of severance application B31/23, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.81 ha (2 ac) rural residential parcel with an existing dwelling and a drive shed. A 80.5 ha (198.9 ac) vacant agricultural parcel will be retained. Additional relief may be considered at this meeting.

## **NOTICE**

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on September 14, 2023.

## **PRESENTATIONS**

Matthieu Daoust, Planner, County of Wellington, presented he report prepared by Jessica Rahim, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated October 4, 2023

### **Planning Opinion**

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject land and to permit a 660 m<sup>2</sup> (7,104 ft<sup>2</sup>) accessory structure on the retained agricultural parcel. This rezoning is a condition of severance application B31/23, that was granted provisional consent by the Wellington County Land Division Committee in June 2023. The consent will sever a 0.81 ha (2 ac) rural residential parcel with an existing dwelling and a drive shed from the retained 80.5 ha (198.9 ac) agricultural parcel.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future residential use.

### **INTRODUCTION**

The property subject to the proposed amendment is legally described as Concession 5, Lot 22 & Part Lot 23 with a civic address of 7552 Sideroad 9 W. The proposal is a condition of a recent severance application B31/23 on the property. The proposed severed parcel is 0.81 ha (2.0 ac) with an existing dwelling and a drive shed. An agricultural parcel of 80.5 ha (198.9 ac) is retained.

### **PROPOSAL**

The proposal of this zoning amendment application is to prohibit future residential development on the retained agricultural portion of the subject land. Further, to recognize the existing drive shed as an accessory building on the severed parcel. This



rezoning is a condition of severance application B31/23, that was granted provisional approval by the Wellington County Land Division Committee in June 2023. The consent will sever the existing dwelling and a drive shed from the agricultural parcel under the surplus farm dwelling policies.

#### PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

#### WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated as PRIME AGRICULTURE and CORE GREENLANDS. Identified features include a GRCA regulated wetland and Flood Plain. This application is submitted to facilitate condition of the proposed severance application B31/23. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

#### WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will apply the standard A-2 which will restrict any future residential development on the retained agricultural parcel. Further Site Specific Agricultural (A-122) will be applied which will recognize the existing drive shed as an accessory building on the severed parcel.

#### Draft Zoning By-law Amendment

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

### **CORRESPONDENCE FOR COUNCIL'S REVIEW**

Andrew Herreman, CPT, Resource Planning Technician, Grand River Conservation Authority,

- Letter dated October 4, 2023 (No objection)

### **REQUEST FOR NOTICE OF DECISION**

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

### **MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

Jeff Buisman, Applicant's Agent was present to answer questions about the application.

### **COMMENTS/QUESTIONS FROM COUNCIL**

Mayor Lennox inquired about the process used by other municipalities to deal with surplus farm dwelling severances. Curtis Marshall, Manager of Development Planning, commented that he is aware of the process used by another municipality. There are changes coming to the Planning Act. He will discuss the process with Township staff.

## ADJOURNMENT

RESOLUTION: 009-2023

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Public Meeting of October 10, 2023 be adjourned at 2:31 pm.

CARRIED

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**MAYOR**

DocuSigned by:

*Karren Wallace*

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**CLERK**