



**PLANNING, DEVELOPMENT & SUSTAINABILITY
MEMORANDUM**

TO: Mayor R. Bonnette & Members of Council
FROM: Curtis Marshall, Sr. Planner – Policy
DATE: February 3, 2015
MEMO NO.: MEM-PDS-2015-0002
RE: Hamlet of Norval Secondary Plan Review – Update
Regarding 16 Adamson St. N.

The purpose of this memorandum is to update Council in regards to 16 Adamson St. N. in Norval. Planning Staff note that when the updated Norval Secondary Plan and associated zoning by-law amendment were approved by Council in 2014, the subject property was deferred to allow for discussions with the new property owner.

Follow up Letter and Site Visit

At the request of the Steering Committee, Mr. Nalewajko confirmed in writing (email dated July 12, 2014) that he intended to continue to use the property for/operate a self-storage facility.

On August 28, 2014 the Norval Secondary Plan Steering Committee conducted a site visit of the property. Mr. Nalewajko provided a tour of his property and identified the improvements he had made such as cleaning up refuse and better organizing the storage of boats and recreational vehicles on the site. Mr. Nalewajko also explained that he intended to continue to operate the commercial self-storage business on site.

Steering Committee Meeting

A Norval Secondary Steering Committee meeting was held on December 8, 2014 to discuss Planning Staff's proposed Secondary Plan and Zoning provisions for the property. The Steering Committee discussed the proposed policies and provisions and suggested several refinements.

Following the Steering Committee meeting, Planning Staff met with Mr. Nalewajko (on December 15, 2014) to answer his questions related to the proposed Secondary Plan policies and zoning. At the meeting Mr. Nalewajko requested that the proposed site specific zoning be amended to allow for limited employee parking for the front building on Adamson St. N. to be located at the rear of his property.

Draft Secondary Plan Designation and Zoning By-law Provisions

Having considered the comments of the Steering Committee and the owner, Planning Staff have revised the proposed Secondary Plan policies and zoning for the property. The proposed designation, applicable policies and zoning are attached as **Schedule A** to this memo. Below is a map which shows the proposed Designation and Zoning of the property.



The front portion of the property (shown in blue) is proposed to be designated as Hamlet Commercial and zoned Hamlet Commercial with a site specific exception. The proposed designation and zoning permits commercial uses in the existing building which have lower parking needs. The proposed uses are limited to a retail store, a business office, a service commercial use, and a commercial self-storage facility. Restaurant uses (sit down and take-out) are proposed to be prohibited in recognition of the limited parking available in front of the building.

The rear portion of the property (shown in red) is proposed to be designated as Hamlet Commercial Special Area and zoned as Hamlet Commercial with a site specific exception. The proposed designation and zoning recognizes the existing use of the property as a commercial self-storage facility. The permitted uses are proposed to be limited to a commercial self-storage facility which includes the accessory temporary indoor and/or outdoor storage of recreational vehicles including boats and trailers, and motor vehicles. The storage of commercial vehicles including transport trucks and/or trailers and the outdoor storage of other goods and materials is proposed to be prohibited.

A Floodplain Overlay has also been applied to the proposed designation and zoning for the front and rear portions of the property. The Flood Plain overlay identifies that the property is located in the Regulatory Floodplain as identified by the Credit Valley Conservation Authority (CVC) and that any new development is subject to CVC approval.

Next Steps

A statutory public meeting has been scheduled for April 13, 2015 in order to provide an opportunity for the public to provide input on the proposed designation, related policies and zoning for the property. Planning Staff will be preparing draft implementing Official Plan and Zoning By-law amendments which will be made available to the public in advance of the meeting.

Respectfully submitted,

Curtis Marshall, MCIP, RPP
Sr. Planner – Policy

John Linhardt, MCIP, RPP
Director of Planning, Development and
Sustainability

Schedule A to MEM-PDS-2015-0002

Front Portion of Property (shown in blue)

Proposed Secondary Plan Designation:

Hamlet Commercial Area (in accordance with the Norval Secondary Plan) with a Regulatory Floodplain Overlay

Proposed Zoning:

Hamlet Commercial Zone (HC), Exception 79, (F) Floodplain Overlay

Commercial Self-Storage Facility (As defined in Bylaw 2010-0050):

Means a *premises* used for the temporary storage of household items in enclosed storage areas or lockers, which are generally accessible by means of individual loading doors.

Table 13.1 Exceptions

1	2	3	4	5	6	7
Exception Number	Zone	Municipal Address	Additional Permitted Uses	Only Permitted Uses	Uses Prohibited	Special Provisions
79	HC	16 Adamson St. N.		(i) <i>Retail store</i> (ii) <i>Business office</i> (iii) <i>Service commercial use</i> (iv) <i>Commercial self-storage facility</i>	(i) <i>Restaurants</i> (ii) <i>Restaurants take-out</i>	(i) A maximum <i>net floor area</i> of 500 square metres is permitted. (ii) Uses permitted only within existing building. (iii) All parking spaces shall be located on the <i>lot</i> in front of the existing building. (iv) Notwithstanding Special Provision (iii), a maximum of 5 parking spaces for employees may be provided at the rear of the lot in the area subject to Exception 84.

Rear Portion of Property (shown in red)

Proposed Secondary Plan Designation:

Hamlet Commercial Special Area with a Regulatory Floodplain Overlay

6.1 Purpose

The Hamlet Commercial Special Area designation applies to a portion of 16 Adamson St. N. The purpose of the designation is to recognize the existing commercial self-storage facility on the property.

6.2 Permitted Uses

Permitted uses are limited to the existing commercial self-storage facility on the property at 16 Adamson St. N. As outlined in Section 3.3 Non Residential Uses of this Plan, existing non-residential uses can occupy up to 500 square metres of gross floor area.

6.3 Land Use Policies

The following land use policies apply within the Hamlet Commercial Special Area designation:

- a) Accessory uses are limited to the temporary indoor and/or outdoor storage of recreational vehicles including boats, trailers, and motor vehicles. The storage, use, and/or parking of shipping containers, truck/van/coach bodies, rail cars, commercial motor vehicles including transport trucks and/or trailers, and the outdoor storage of any other materials or goods shall not be permitted.
- b) The implementing zoning by-law shall include provisions and setbacks for the accessory temporary outdoor storage of recreational vehicles including boats and trailers, and motor vehicles.
- c) The use of the property as a transport terminal, contractors yard/establishment, salvage yard or other outdoor storage use shall not be permitted.
- d) Where the commercial self-storage facility and accessory temporary outdoor storage of recreational vehicles including boats and trailers, and motor vehicles abuts a residential use, site planning is required to achieve adequate buffering in the form of landscaping, or architectural screening;
- e) All development will be consistent with the policies in section 3.14 and the Hamlet Design and Heritage Protection Guidelines contained in Appendix A, and shall not exceed two storeys;
- f) Adequate off street customer parking will be required. Parking facilities should be oriented to the side or rear of all commercial buildings;

- g) Adequate servicing for the use must be provided in accordance with Section 3.1 Servicing of this Plan;

Proposed Zoning:

Hamlet Commercial Zone (HC), Exception 84, (F) Flood Plain Overlay

Commercial Self-Storage Facility (As defined in Bylaw 2010-0050):

Means a *premises* used for the temporary storage of household items in enclosed storage areas or lockers, which are generally accessible by means of individual loading doors.

Table 13.1 Exceptions

1	2	3	4	5	6	7
Exception Number	Zone	Municipal Address	Additional Permitted Uses	Only Permitted Uses	Uses Prohibited	Special Provisions
84	HC	16 Adamson St. N.		(i) <i>Commercial self-storage facility</i>	(i) <i>Transport terminal</i> (ii) <i>Contractors establishment</i> (iii) <i>Construction/landscaping contractors yard</i> (iv) <i>Salvage yard, motor vehicle</i> (v) <i>Outdoor display and sales, accessory</i> (vi) <i>Outdoor storage uses</i>	(I) A maximum <i>net floor area</i> of 500 square metres is permitted. (ii) For the purposes of this Zone, a “ <i>Commercial Self-Storage Facility</i> ” also includes as an accessory use, the temporary indoor and/or outdoor storage of <i>recreational trailers, vehicles, or boats, and motor vehicles</i> . The storage and/or parking of shipping containers, truck/van/coach bodies, rail cars, <i>commercial motor vehicles</i> including transport trucks and/or transport <i>trailers</i> , and the outdoor storage of any other materials or goods shall not be permitted.