



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Curtis Marshall, Sr. Planner - Policy

DATE: March 19, 2015

REPORT NO.: PDS-2015-0020

RE: Hamlet of Norval Secondary Plan Review - Public Meeting
Report for 16 Adamson St. N., Norval
Draft Official Plan And Zoning By-law Amendments
File No: D08 NO

RECOMMENDATION:

THAT Report PDS-2015-0020 dated March 19, 2015, regarding a Public Meeting for 16 Adamson St. N., Norval, Draft Official Plan and Zoning By-law Amendments be received;

AND FURTHER THAT all comments received from agencies and the public be referred to staff for a further report regarding a final recommendation on the draft Official Plan and Zoning By-law Amendments for 16 Adamson St. N., Norval.

PURPOSE:

The purpose of this report is to:

- Present the draft Official Plan and Zoning By-law amendments for 16 Adamson St. N, Norval to Council and the public for the statutory public meeting.

BACKGROUND:

Deferral

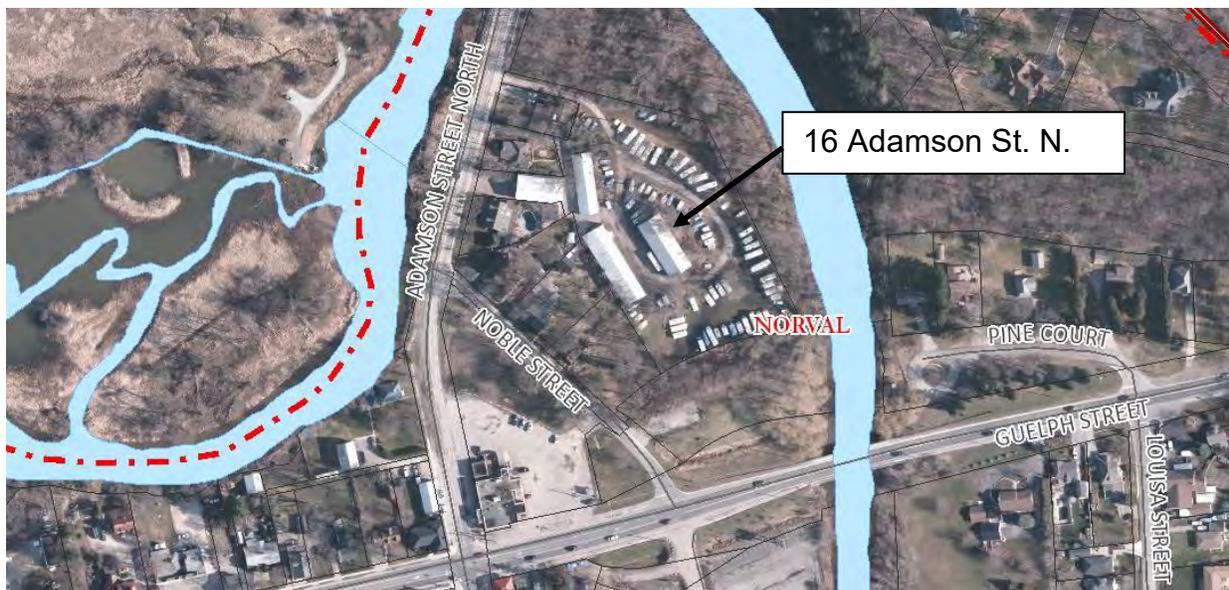
A review of the Norval Secondary Plan (originally adopted by Council in 2001, approved by the Region of Halton in 2003) was undertaken in 2012-2013 to develop an updated secondary plan for the hamlet which addressed new provincial, regional, and conservation authority policy (ie. Greenbelt Plan, Halton-Peel Boundary Area Transportation Study, updated floodplain mapping) and met the needs of the Norval community. In April 2014, Town Council approved a revised Secondary Plan and updated zoning for the Hamlet of Norval, which concluded the comprehensive planning process.

As outlined in Report PDS-2014-0002, a decision on a land use designation and zoning for the property known as 16 Adamson Street North was deferred in light of a change in ownership. The previous property owner had provided submissions as part of the planning process requesting that the property be designated and zoned commercial to permit the existing storage use. A decision by Council was deferred to allow for further discussion with the new owner and the community on the appropriate designation and use of the property.

Throughout the remainder of 2014, Planning Staff held discussions with, and between, the property owner, neighbours and the Norval Secondary Plan Steering Committee to discuss an appropriate designation and use of the property.

Location Map and Surrounding Uses

A location map/air photo of the property is shown below for reference.



Surrounding land uses include:

To the North & East of the property – Credit River

To the West – single family residential uses

To the South – McNab Park

Current Secondary Plan Designation and Zoning

The subject property is currently designated as Hamlet Community Core Area and Greenlands, and is zoned Hamlet Commercial (HC) and Environmental Protection One (EP1) with a Holding (H3) Provision under Zoning By-law 2010-0050 as amended.

COMMENTS:

Follow up Letter and Site Visit

At the request of the Norval Secondary Plan 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 Plan 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 Official Plan and Zoning By-law Amendments

Having considered the comments of the Steering Committee and the owner, Planning Staff prepared a draft Official Plan amendment (attached as **Schedule 1** to this report) and a draft Zoning By-law amendment (attached as **Schedule 2** to this report) for the property. Planning Staff have proposed a split designation and zoning for the property to reflect the existing use of the different parts of the property.

Below is a map which shows the proposed designation and zoning of the property:



Hamlet Commercial Area

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.

Hamlet Commercial Special Area

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 which recognizes the existing use of the property as a commercial self-storage facility. The site specific zoning exceptions take into consideration the historic use of the property and the surrounding residential uses by only recognizing the existing use of the property and limiting additional incompatible uses. The proposed commercial self-storage facility use also 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.

Regulatory Floodplain Overlay

A Regulatory Floodplain Overlay has also been applied to the proposed designation and zoning for the entire property. The Regulatory Floodplain Overlay identifies that the property is located in the Regulatory Floodplain of the Credit Valley Conservation Authority (CVC) and that any new development is subject to CVC approval.

Agency and Industry Circulation

The draft Official Plan and Zoning By-law amendments have been circulated to applicable agencies including the Region of Halton and Credit Valley Conservation for comment. Any comments received will be addressed as part of the final recommendation report to Council on the amendments.

Public Comments and Next Steps

The draft Official Plan and Zoning By-law amendments for 16 Adamson St. N. have been posted on the Town's website for public review (on March 18, 2015). The public will have the opportunity to provide oral comments on the proposed amendments at the April 13, 2015 public meeting in accordance with the *Planning Act*. The deadline for written comment on the amendments is May 1, 2015.

Following the public meeting, Planning staff will prepare a follow up report to Council which responds to all comments received on the draft amendments, and will prepare final Official Plan and Zoning By-law amendments for Council's consideration.

RELATIONSHIP TO STRATEGIC PLAN:

This report is consistent with the following Strategic Directions and Strategic Objectives of the Town Strategic Plan:

D: Preserve, Protect and Promote our Distinctive History;

D.2 To encourage the preservation and enhancement of the historical character of the Town's distinctive neighborhoods, districts, hamlets and rural settlement areas.

E: Preserve, Protect, and Enhance our Countryside;

E.2 To recognize, protect, and enhance the established network of rural settlement areas that support and contribute to the countryside character of the Town.

FINANCIAL IMPACT:

There is no financial impact associated with this report.

COMMUNICATIONS IMPACT:

Notice of the statutory public meeting was advertised on March 19, 2015 in the Independent & Free Press. A follow up “courtesy notice” will be advertised on April 9, 2015. Notice was also posted on the Town website, and was given by mail to land owners within 120 m of the property as required by the *Planning Act*.

SUSTAINABILITY IMPLICATIONS:

The sustainability implications are being considered and will be summarized in the final recommendation report to Council.

CONSULTATION:

The Norval Secondary Plan Steering Committee was consulted with on the draft Official Plan and Zoning By-law amendments for 16 Adamson St. N.

CONCLUSION:

This report and attached draft Official Plan and Zoning By-law Amendments pertaining to 16 Adamson St. N. in the Hamlet of Norval have been prepared for the purpose of providing background information for the statutory public meeting on April 13, 2015. The deadline for written comments on the draft documents is May 1, 2015.

Following the public meeting, Planning staff will prepare a follow up report to Council which responds to all comments received on the draft amendments, and will prepare final Official Plan and Zoning By-law amendments for Council’s consideration.

Respectfully submitted,

Curtis Marshall, MCIP, RPP
Sr. Planner – Policy

Steve Burke, MCIP, RPP
Manager of Planning Policy

John W. Linhardt, MCIP, RPP
Director of Planning, Development & Sustainability

David Smith
Chief Administrative Officer

**Schedule 1 to Report PDS-2015-0020
Draft Official Plan Amendment**



BY-LAW No. 2015-XX

A Bylaw to adopt Amendment No. XX to the
Town of Halton Hills Official Plan – 16 Adamson Street North, Norval

WHEREAS the Council of the Corporation of the Town of Halton Hills, is empowered to enact this By-law by virtue of the provisions of the Planning Act, 1990, R.S.O., c.P. 13, as amended;

AND WHEREAS the Regional Municipality of Halton, as the approval authority, has exempted this Official Plan Amendment from their approval;

AND WHEREAS on XXXX XX, 2015, Council for the Town of Halton Hills approved Report No. PDS-2015-00XX, dated XXXX XX, 2015, regarding incorporating 16 Adamson Street North, Norval, into the revised Norval Secondary Plan and the related Zoning By-law Amendment.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. That Amendment No. XX to the Official Plan of the Town of Halton Hills as amended, being the attached text and schedules, is hereby adopted as an exempt Local Official Plan Amendment in accordance with Regional By-law 18-99;
2. That the Town Clerk is hereby authorized to circulate the Official Plan Amendment as provided for by the Planning Act regulating the appeal process.

BY-LAW read and passed by the Council for the Town of Halton Hills this _____ day of _____, 2015.

MAYOR – Rick Bonnette

TOWN CLERK – Suzanne Jones

**AMENDMENT NO. XX
TO THE OFFICIAL PLAN FOR THE TOWN OF HALTON HILLS**

The attached text and schedules constitutes Amendment No. XX to the Official Plan of the Town of Halton Hills as amended, which was adopted by the Council of the Town of Halton Hills by By-law 2015-_____ in accordance with the provisions of the Planning Act, 1990, R.S.O., c.P. 13, as amended.

THE CORPORATION OF THE TOWN OF HALTON HILLS

MAYOR – R. Bonnette

CLERK – S. Jones

AMENDMENT NO. XX

TO THE OFFICIAL PLAN FOR THE TOWN OF HALTON HILLS

PART I - THE PREAMBLE does not constitute part of the Amendment.

PART II - THE AMENDMENT consisting of the attached text and Schedule “A” to the Amendment, constitutes Amendment No. XX to the Town of Halton Hills Official Plan as amended.

PART III - THE APPENDICES do not constitute part of the Amendment, but are included for information purposes only.

PART I- THE PREAMBLE

1. PURPOSE

The purpose of this Amendment is to incorporate the property known as 16 Adamson Street North into the recently revised Norval Secondary Plan.

This Amendment re-designates the front portion of the property from Hamlet Community Core to Hamlet Commercial Area with a Regulatory Flood Plain Overlay to permit limited commercial uses in the existing building and re-designates the rear portion of the property from Greenlands and Hamlet Community Core to Hamlet Commercial Special Area with a Regulatory Flood Plan Overlay to recognize the existing commercial-self storage use.

2. LOCATION

The Amendment applies to the property known as 16 Adamson Street North in the Hamlet of Norval.

3. BASIS

A review of the Norval Secondary Plan (originally adopted by Council in 2001, approved by the Region of Halton in 2003) was undertaken in 2012-2013 to develop updated goals, objectives, and a policy framework which better reflected the existing policy environment and the needs of the community. A revised Norval Secondary Plan was approved by Council in July 2014.

The property known as 16 Adamson Street North was not included in the revised Secondary Plan (deferred) to allow for further discussion with the new owner and the community on the appropriate designation and use of the property.

Throughout the remainder of 2014, Planning Staff held discussions with, and between, the property owner, neighbours and the Norval Secondary Plan Steering Committee to discuss the appropriate designation and use of the property.

The new secondary plan land use designations (implemented by this amendment) are consistent with the objectives of the revised Norval Secondary Plan. The designations take into consideration the historic and unique characteristics of the property and surrounding uses and by only recognizing the existing use of the property and limiting additional incompatible uses.

PART II – THE AMENDMENT

All of this part of the document entitled Part II – The Amendment, consisting of the following text and attached schedule, constitutes Amendment No. XX to the Official Plan for the Town of Halton Hills.

DETAILS OF THE AMENDMENT

The Hamlet of Norval Secondary Plan (Official Plan Amendment 1, as amended by Official Plan Amendment 20) of the Town of Halton Hills is hereby amended as follows:

1. Section 6.0 Hamlet Residential Area is renumbered as Section 7.0 Hamlet Residential Area and all of the following sub-sections and sections are renumbered accordingly.
2. A new Section 6.0 Hamlet Commercial Special Area is added as follows:

“6.0 Hamlet Commercial Special Area

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:

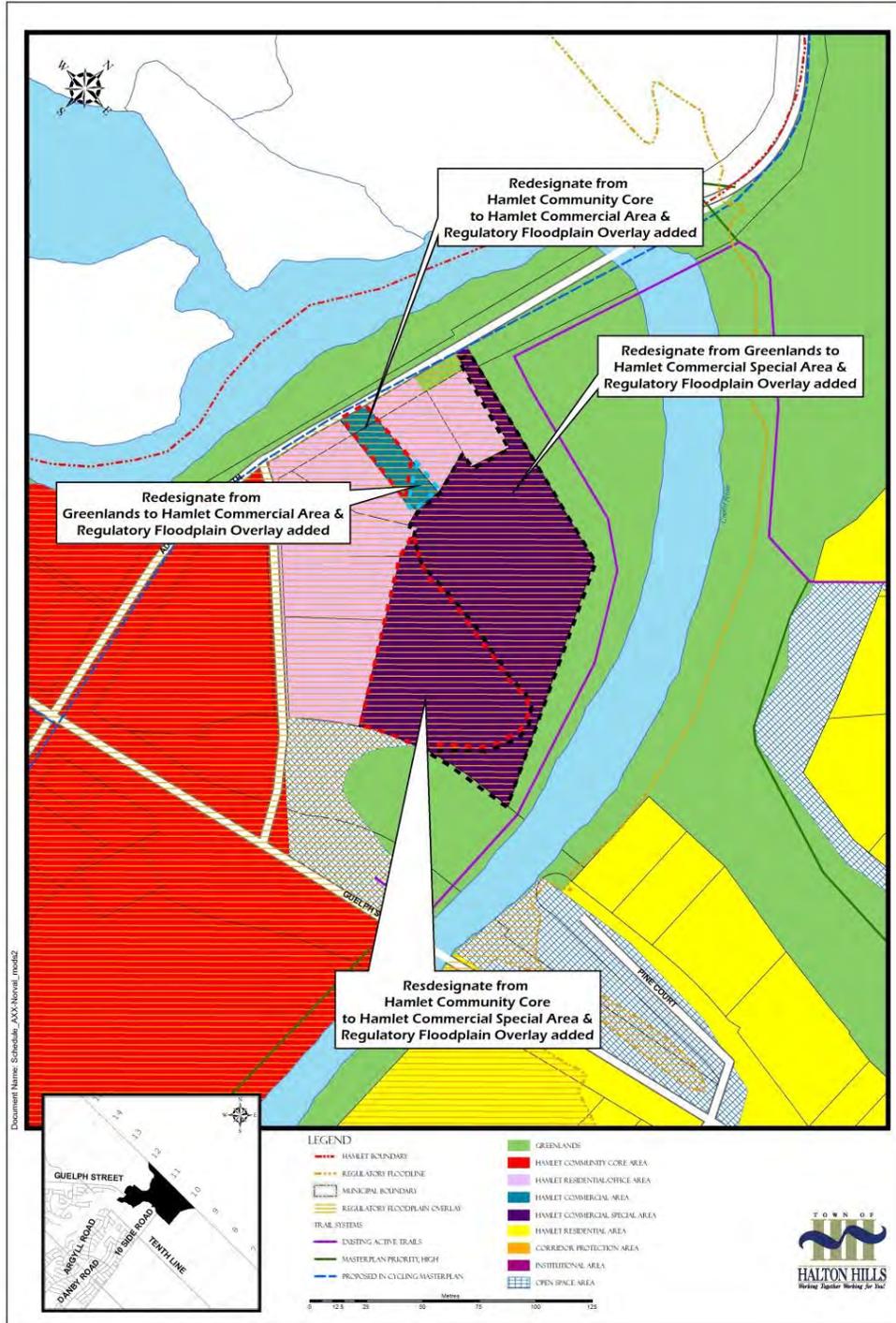
- a) Accessory uses are limited to the temporary indoor and/or outdoor storage of recreational vehicles including boats and trailers, and motor vehicles. The storage, use, and/or parking of shipping containers, truck/van/coach bodies, rail cars, commercial motor vehicles including transport trucks and/or transport trailers, and the outdoor storage of other materials or goods shall not be permitted.

- b) The implementing zoning by-law shall include provisions and setbacks for the accessory temporary or 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 is proposed abutting an existing 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; and,
 - g) Adequate servicing for the use must be provided in accordance with Section 3.1 Servicing of this Plan.”
3. Schedule A of the Norval Secondary Plan is amended by re-designating the property known as 16 Adamson Street North from Hamlet Community Core and Greenlands to Hamlet Commercial Area with a Regulatory Flood Plain Overlay and Hamlet Commercial Special Area with a Regulatory Flood Plain Overlay as shown on Schedule 1 of this amendment.

SCHEDULE A to OPA XX

SCHEDULE A

TOWN OF HALTON HILLS
NORVAL SECONDARY PLAN



This is Schedule "A" to Halton Hills Official Plan Amendment No. XX, passed this ____ of XXXX, 2015.

Mayor _____

Clerk _____

**Schedule 2 to Report PDS-2015-0020
Draft Zoning By-law Amendment**



BY-LAW NO. 2015-XXXX

A By-law to amend the Town of Halton Hills Comprehensive Zoning By-law 2010-0050, as amended for 16 Adamson St. N., in the Hamlet of Norval.

WHEREAS Council is empowered to enact this By-law by virtue of the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended;

AND WHEREAS upon the approval of Official Plan Amendment No. XX, the matters set out herein are in conformity with the Town of Halton Hills Official Plan and the Norval Secondary Plan;

AND WHEREAS on XXXX XX, 2015, Council for the Town of Halton Hills approved Report No. PDS-2015-00XX, dated XX, in which certain recommendations were made related to the proposed Official Plan and Zoning By-law amendments for this property.

AND WHEREAS Council has recommended that Zoning By-law 2010-0050, as amended, be amended as hereinafter set out;

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. **THAT** Schedule „A20“ to Comprehensive Zoning By-law 2010-0050, as amended, is hereby amended by rezoning the property known as 16 Adamson Street North from Hamlet Commercial (HC) and Environmental Protection One (EP1) with a Holding (H3) Provision to Hamlet Commercial (HC) subject to Exceptions 79 and 87 and a Flood Plain Overlay (F) as shown on Schedule „1“ to this By-law.
2. **THAT** Part 13 is amended by amending Table 13.1 by adding the following new rows:

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>	(i) <i>Restaurants</i> (ii) <i>Restaurants</i>	(i) Uses permitted only within existing building. (ii) A maximum <i>net</i>

1 Exception Number	2 Zone	3 Municipal Address	4 Additional Permitted Uses	5 Only Permitted Uses	6 Uses Prohibited	7 Special Provisions
				(iii) <i>Service commercial use</i> (iv) <i>Commercial self-storage facility</i>	<i>take-out</i>	<i>floor area</i> of 500 square metres is permitted. (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 87.
87	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>	(1) 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

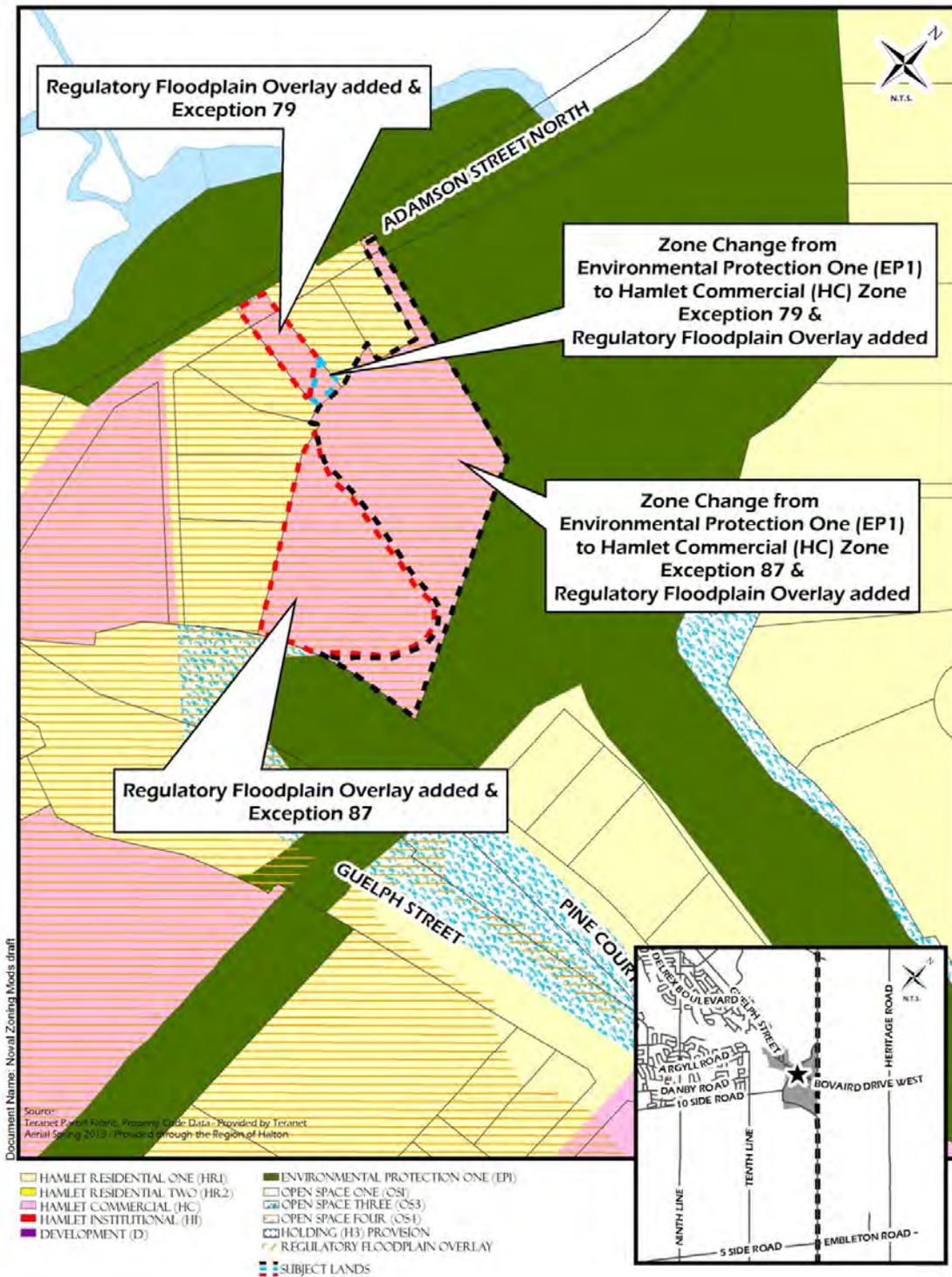
1	2	3	4	5	6	7
Exception Number	Zone	Municipal Address	Additional Permitted Uses	Only Permitted Uses	Uses Prohibited	Special Provisions
						any other materials or goods shall not be permitted.

BY LAW read and passed by the Council for the Town of Halton Hills this XX day of , 2015

MAYOR – Rick Bonnette

TOWN CLERK – Suzanne Jones

Schedule „1“ b By-law 2015-00XX



This is Schedule "1" to
Zoning By-law Amendment
_____, passed this ____ of
XXXX, 2015.

Mayor

Clerk