

MINUTES OF THE MEETING OF THE PLANNING & DEVELOPMENT COMMITTEE
HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, THURSDAY,
NOVEMBER 20, 2014 AT 7:00 P.M.

PRESENT:	Chair	Mark Taylor
	Members	Mike Burkett Judith Cox Ian Crichton Jane Dunlop Ron Stevens
STAFF:	Director of Planning & Development	Andrew Fyfe
	Clerk	Sharon Goerke
	GIS Technician	Lauren Millar
	Chief Administrative Officer	Henry Sander

CALL TO ORDER

Chair Taylor called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

- "NIL"

PUBLIC MEETINGS

Public Meeting with respect to Proposed Zoning By-law Amendment – New Zoning Schedules.

MOTION PD112014-01: *Moved by Member Cox and seconded by Member Stevens that general amendments to Zoning By-law No. 2010-65, as amended, be approved.*

CARRIED

DELEGATIONS

Lauren Millar, GIS Technician with respect to Updated Cycling and Water Route Maps.

November 21, 2014

MOTION PD112014-02: *Moved by Member Stevens and seconded by Member Cox that a presentation from the GIS Technician with respect to cycling and canoeing mapping be received as information.*

CARRIED

REPORTS FROM OFFICIALS (for information)

Building Reports for the Months of September and October 2014.

By-law Enforcement Reports for the Months of September and October 2014.

SPCA Statements of Pound Services for the Months of September and October 2014.

Planning Report No. P14-053, 11/11/14, with respect to Proposed Telecommunications Tower – 1230 Grandview Lodge Road.

Planning Report No. P14-054, 11/11/14, with respect to Zoning By-law Amendment – New Zoning Schedules.

MOTION PD112014-03: *Moved by Member Stevens and seconded by Member Cox that the following Reports from Officials be received as information:*

- (a) Building Reports for the months of September & October 2014;*
- (b) By-law Enforcement Reports for the months of September & October 2014;*
- (c) SPCA Statements of Pound Services for the months of September & October 2014;*
- (d) Planning Report No. P14-053, 11/11/14, with respect to Proposed Telecommunications Tower – 1230 Grandview Lodge Road; and*
- (e) Planning Report No. P14-054, 11/11/14, with respect to New Zoning Schedules.*

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning Report No. P14-055, 11/11/14, with respect to Amending Aggregate Resources Site Plan Cedarhurst Quarries & Crushing Limited – Beamish/Davey Pit.

November 21, 2014

MOTION PD112014-04: *Moved by Member Crichton and seconded by Member Burkett that Planning Report No. P14-055, dated November 11, 2014, with respect to the Beamish/Davey Pit be received;*
AND FURTHER THAT the Ministry of Natural Resources be advised that the Township has no objections to the proposed Site Plan Amendment for Aggregate Licence #3714 (Beamish/Davey Pit);
AND FURTHER THAT the Ministry be requested to incorporate into the Site Plan Agreement that Division Road is not approved as a haul route for this pit;
AND FURTHER THAT restrictions on the use of the pit for stockpiling and transferring of materials be limited to the current aggregate and asphalt plant operations.

CARRIED

Planning Report No. P14-056, 11/11/14, with respect to a Consent Proposal – 3680 Hume Street.

MOTION PD112014-05: *Moved by Member Dunlop and seconded by Member Burkett that Planning Report No. P14-056, dated November 11, 2014, with respect to a Consent Proposal – 3680 Hume Street be received;*
AND FURTHER THAT the request from Royal Heights Estates Ltd. to allow for the creation of three residential building lots at 3680 Hume Street, two lots having 30 metres of frontage on the cul-de-sac bulb at the north end of Hume Street and the third lot having 32 metres of frontage be deferred by this Committee pending further discussions with the proponent regarding lot configuration and further information regarding site conditions and servicing.

CARRIED

Planning Report No. P14-057, 11/12/14, with respect to the Severn Sound Environmental Association – Source Water Protection Implementation – Collaboration Statement.

MOTION PD112014-06: *Moved by Member Stevens and seconded by Member Cox that Planning Report No. P14-057, dated November 12, 2014, with respect to the Severn Sound Environmental Association – Source Water Protection Implementation be received;*

November 21, 2014

AND FURTHER THAT the Clerk be authorized to execute the Collaboration Statement on Source Water Protection Implementation for submission by the Severn Sound Environmental Association to the Ministry of Environment for funding from the Source Water Protection Implementation Fund.

CARRIED

Clerk with respect to Special Council Meeting – November 26, 2014.

MOTION PD112014-07: *Moved by Member Crichton and seconded by Member Dunlop that a Special Council Meeting be scheduled to follow the Corporate Services Committee Meeting on November 26, 2014.*

CARRIED

CORRESPONDENCE (for information)

Sustainability Plan Steering Committee with respect to the July 31, 2014 Meeting Minutes.

MOTION PD112014-08: *Moved by Member Crichton and seconded by Member Burkett that the Minutes from the Sustainability Plan Steering Committee Meeting held July 31, 2014 be received as information.*

CARRIED

CORRESPONDENCE (for direction)

County of Simcoe with respect to a Transportation Master Plan Update – Notice of Study Completion.

MOTION PD112014-09: *Moved by Member Cox and seconded by Member Stevens that a notice from the County of Simcoe with respect to a Transportation Master Plan Update be received as information.*

CARRIED

Councillor Dunlop with respect to a Tap into Maple Meeting – November 24, 2014.

November 21, 2014

MOTION PD112014-10: *Moved by Member Stevens and seconded by Member Cox that Councillor Dunlop be authorized to attend the Tap into Maple Meeting to be held November 24, 2014, with expenses.*

CARRIED

UNLISTED ADDITIONS

- "NIL"

CONFIDENTIAL AGENDA

Reports from Officials

- "NIL"

Correspondence

- "NIL"

ADJOURNMENT – 8:53 p.m.

MOTION PD112014-11: *Moved by Member Dunlop and seconded by Member Burkett that this meeting be and it is hereby now adjourned.*

CARRIED

Mark Taylor
Chair

Sharon R. Goerke
Clerk

MINUTES OF A PUBLIC MEETING HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, THURSDAY, NOVEMBER 20, 2014 AT 7:00 P.M.

PRESENT:	Chair	Mark Taylor
	Members	Mike Burkett Judith Cox Ian Crichton Jane Dunlop Ron Stevens
STAFF:	Director of Planning & Development	Andrew Fyfe
	Clerk	Sharon Goerke
	GIS Technician	Lauren Millar
	Chief Administrative Officer	Henry Sander

Chair Taylor advised those in attendance that there is one public meeting called this evening in accordance with the Planning Act with respect to proposed amendments to Zoning By-law No. 2010-65.

The Chair advised that the purpose of public meetings are to inform and provide the public with an opportunity to ask questions or express views with respect to development proposals. In accordance with By-law No. 2007-153, members of the Planning & Development Committee are here to observe and listen to comments.

The Chair advised that the format of the public meetings will be as follows:

- 1. The Township Planner will generally explain the purpose and details of the application;*
- 2. Next, the public will be permitted to ask questions and express views on the proposal and then the public portion of the meeting will be closed; and*
- 3. Next, members of the Committee will be given the opportunity to ask questions for clarification on the proposal.*

The Chair advised that at the conclusion of the meeting Township staff will be given the opportunity to respond to the questions and comments received. After the public meeting is concluded, this Committee will consider the application with due regard to the presentations and views expressed this evening. The Committee will then do one of three things:

- (1) *recommend the application be approved by Township Council - at a future meeting, or*
- (2) *deny the application, or*
- (3) *defer the application pending further reports from Township staff.*

Chair Taylor advised that if Township Council decides in favour of the application by adopting this Committee's recommendation, members of the public who have provided oral submissions or written objections but disagree with the decision may appeal the decision to the Ontario Municipal Board, as entitled under the Planning Act. If individuals wish further notification of this application, please record your name, address and telephone number on the appropriate list located at the rear of the Council Chambers.

PUBLIC MEETING

The Chair requested the Township Planner to explain the intent and purpose of the Application for a Zoning By-law Amendment to By-law No. 2010-65.

The Planner advised those in attendance that the purpose of the Zoning By-law Amendment is to amend Zoning By-law No. 2010-65 of the Township of Severn as it applies to the Zoning Schedules. It is proposed to replace all of the existing schedules, including; Schedules A-1 through F-2, settlement area details Schedules S-1-1 through S-9-16 and the Floodplain Overlay Schedules Fp-1 through FP-14. The new schedules were created to correct minor discrepancies which have been identified in a detailed review of the existing schedules and to ensure that all of the amendments that have been made to the schedules since the adoption of By-law 2010-65 are consolidated into current schedules. Additionally, the mapping has been reformatted to make it easier to use and to facilitate posting the schedules on-line. No substantive changes have been made to the mapping that has the effect of removing or replacing previously approved zoning permissions.

The Planner advised that notice of this application was given in accordance with the *Planning Act* on October 30, 2014 and the following correspondence has been received:

Planning Report No. P14-054, 11/11/14

Background

In August of 2010, Council passed By-law No. 2010-65, the Township's new Comprehensive Zoning By-law. This replaced the zoning by-laws of the former Townships of Orillia, Medonte, Matchedash, Tay and the Village of Coldwater. No appeals to the By-law were lodged and thus, the By-law came into full force and effect as of August 5, 2010.

Township staff have been working with the new Comprehensive Zoning By-law for approximately four years. As with any new zoning by-law, when applying the new by-law, various minor discrepancies and interpretation issues come to light with respect to some of the text provisions as well as the zoning map schedules. It has also become apparent that the maps are not particularly “user friendly” – roads are not labelled or where labelled, difficult to read, zone labels are sometimes difficult to find, etc. Zone lines and property lines were sometimes poorly matched and in some instances it was unclear which zoning category applied to a specific parcel. As the zoning in place in the previous by-law was not always brought forward, changes in zone category are expected in order to reflect a change in policy direction or knowledge about a property, but in a few instances it appears that properties were unintentionally rezoned. There are also technical issues with the existing digital version which made it difficult to edit and as a result the Township’s digital version was not up to date.

As part of the department’s ongoing program of improving and updating the map schedules to the Township’s zoning by-law, our contract GIS technician has been redrawing the zoning schedules so that they are easier to use and update. She has also been identifying and correcting various minor deficiencies in the digital version and updating the changes made since the last revisions were made to the mapping. This exercise has been completed for all 83 zoning schedules.

It should be noted that the consideration of replacement zoning schedules is a “housekeeping” measure – it will not result in the rezoning of anyone’s property unless there was an error or discrepancies in the original mapping which affect their property. It is not intended that the permitted uses, setbacks, etc. on any individual properties will be changed unless it is to re-instate what was originally intended when By-law 2010 was adopted.

Examples of the types of changes that are being made:

- more visible labeling of roads and other significant features
- better alignment of zone and lot boundaries
- improved zoning labelling
- correction of miss-zoned properties and missing zone identifiers
- improved alignment of natural features and environment protection zoning boundaries
- stabilization of the digital data sets to assist with the mapping of future amendments.
- reinstatement of zoning by-law amendments passed by Council or approved by the OMB which were inadvertently not reflected in the final approved schedules in By-law 2010-65.

As there are a number of changes being made and the schedules apply to the entire Township, it is advisable that the existing schedules be repealed in their entirety and replaced with new “clean” schedules.

Once the new schedules have been adopted, the “reconstruction” of the zoning database will allow the schedules to be posted online. Staff have been working with the County GIS department to generate the new mapping as a part of a pilot project, the intent is link the zoning symbols on the map with the respective sections of the text of the By-law.

Financial Impact

The costs associated with this project were provided for in the 2014 budget for the Planning Department. The costs incurred will be substantially below the anticipated cost of having an outside consultant perform the same work.

Township of Severn Zoning Project



The Challenge



Where we were at

- Out of date Zoning Maps
- Associated GIS data which was in a non-updateable state.
- No up to date digital mapping for use in GIS systems



Where we wanted to go

- New Zoning Schedules
- Updateable GIS dataset
- Ability to have staff view data online/in a GIS

Data Cleaning



- Severn Township has 8900 assessed parcels
- After the County completed the data cleaning process there were 3800 parcels which had one zone and we able to be applied automatically.
- A new "For Review" layer was created which contained any zones which were not able to be automatically applied - 5100 parcels
- County provided a new geodatabase back to Severn containing a the following features classes:
 - » Zoning Base
 - » Zoning Overlay
 - » Zoning For Review



The Zoning Model Explained



Parcel Based Zoning Model

Benefits

- Ability to report and analyze zoning stats
- Present in an easily understandable manner
- Analyze zoning related to MPAC
- More efficient Maintenance



The Severn Process



Data Entry

- Symbolize Parcel feature class so that unclassified parcels show as hollow and classified parcels show as coloured coded by zone
- Fill in zoning codes for remaining unclassified parcels, in an edit session
- Reference previous zoning map schedules
- Three fields needed to be updated
 - Zones
 - Exceptions
 - Holds
- Time intensive task

OBJECTID	ZONE
1	RESIDENTIAL
2	RESIDENTIAL
3	RESIDENTIAL
4	RESIDENTIAL
5	RESIDENTIAL
6	RESIDENTIAL
7	RESIDENTIAL
8	RESIDENTIAL
9	RESIDENTIAL
10	RESIDENTIAL
11	RESIDENTIAL
12	RESIDENTIAL
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The Severn Process



Data Entry

- Update amended parcels – reference sketches and surveys
- Clarify conflicting zoning information with planners

ZONING BY-LAW 2010-05 AMENDMENTS

File No.	By-Law No.	Roll of new property affected by rezoning	Property Address	Map Schedule	Date of Passing (MM/DD/Year)	Amended (Y/N)	Approved (Y/N)	Hold Over (Y/N)	Re zoning	By-Law Text Updated (Y/N)	Map Updated (Y/N)	City of Severn
2-01-10	2010-04	403033001194000	4011 Burnside Lane	E3	9/17/2010	N/A	N	N	C2NC-0	Y	Y	City of Severn
2-01-10	2010-04	403033001194000	4011 Burnside Lane	E3					CP-0007			City of Severn
2-02-10	2010-08	403033000819000	1895 South Sparrow Lake Road	C-4	7/15/2010	N/A	N	N	GLW-10-00-0P	Y	Y	City of Severn
2-05-09	2010-07	405033000101000	8628 Oak Hill Lane	D-2-4-3-2-0	3/1/2010	N/A	N/A	Y	C2-1	Y	Y	
2-06-12	2012-02	405033000101000	47 Conductor Road	D-5-7	11/17/2012	N/A	N	N	00-03	Y	Y	
2-06-10	2010-05	405033000677000	3025 Woodside Park Road	C-6	10/7/2010	N/A	N	N	C-6-01, C-6-02, C-6-03, C-6-04	Y	Y	
2-07-10	2010-04	405033000579000	2597 South Sparrow Lake Road	C-4	10/7/2010	N/A	N	N	00-00-0	Y	Y	
2-08-10	2011-01	405033000110000	3800 & 3805 Woodside Lane	D-2-3-0	2/6/2011	N/A	N	N	AC-00-0, AC-00-0	Y	Y	
2-10-02	2011-03	403033000401700	Marchmont Road	D-5	3/1/2011	N/A	N	N	REZONING REZONING 04-01-01-01-02-00	Y	Y	
2-11-00	2011-02	405033000194000	1518 Bluegreen Bay Road & 5 Shearlin Drive	D-5-0	3/1/2011	N/A	N	N	C1-01-17, C1-01-18, C1-01-19, C1-01-20, C1-01-21	Y	Y	
2-11-00	2011-02	405033000194000	1106 Hurlwood Street	D-5-0	3/1/2011	N/A	N	N	(N1)	Y	Y	
2-11-00	2011-08	405100000714301	3028 Upper Big Chase Road	D-0	11/9/2011	N/A	N	N	REZONING 24	Y	Y	
2-13-05	2011-06	405100000100000	2842 & 2840 Hurlwood Lane	D-0	12/10/2011	N/A	N	N	AGRES, AGRES, AGRES 00	Y	Y	
2-13-07	2012-12	405100000617000	180 & 181 Riverside Lane	E1	12/17/2012	N/A	N	N	AGRES 01, AGRES 02	Y	Y	
2-13-08	2013-02		All Properties within Severn Township		2/7/2013	N/A	N	N		Y	Y	

Zoning Report



- Simple web based report
- Enter a Roll # or Address
- Display:
 - Zone/s
 - Rounded Area of Zones
 - Interactive Map
- Can be used internally or Externally
- Embeddable on municipal website

Locate Zoning Information

1024 Hurlwood Lane

Zoning Results

Roll Number: 405100011021002

Address: 1024 Hurlwood Lane

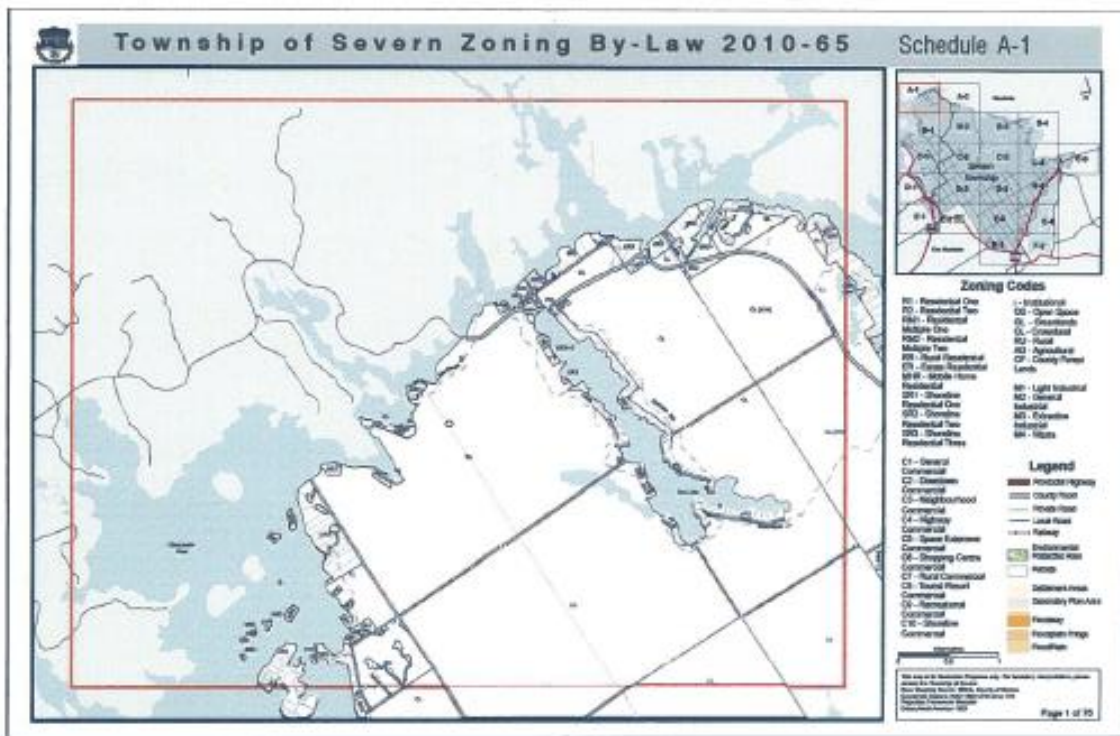
Zone Description Area Highlight

01R 1024HURWOODLANE 12,250 sq ft

Toggle Zoning Layer

Terms maps.simon.ca Contact Us

Zoning Report



The Chair inquired if there were any persons present who had either questions or comments on the application? The Chair requested that those providing comments on the application please rise, state their name and address and spell their last name for the minutes. The Chair also advised that the names and addresses of those individuals who speak at the meeting will appear in the meeting minutes which are public documents.

There were no comments from the public.

The Chair inquired if there was any further information that staff may wish to provide?

There were no further comments from staff or the applicant.

As there were no further comments on this application, the Chair declared the public portion of the meeting closed at 7:15 p.m.

The Chair inquired if members of the Committee required further clarification of the application or had any further comments.

(See Resolution No. PD112014-01)