



Report 2020-066

Open House Report

From: Megan Rueckwald, Manager of Community Planning

Date of meeting: July 22, 2020

Re: Open House – Proposed Plan of Subdivision 10T-2020/001 (Sunbury, South Frontenac Township)

Recommendation

This report is for information purposes only. The intent of this report is to provide the public with information on the proposed plan of subdivision. At a future date, the County of Frontenac Planning Advisory Committee will hold a public meeting to seek additional feedback from the public on the proposed development. Notice of the public meeting will be circulated to all properties owners within 120 meters and to anyone who has provided comments or requested to be notified of the decision.

Background

On May 28, 2020, the County of Frontenac deemed an application for draft plan of subdivision complete pursuant to the *Planning Act* for a property legally described as Part of Lots 25 and 26, Concession 2, former Township of Storrington, in the Township of South Frontenac, County of Frontenac. The lands are located within the Settlement Area of Sunbury in proximity to the intersection of Battersea Road and Sunbury Road and municipally known as 3863 Battersea Road. The application was submitted by Kyle Nielissen of Forefront Engineering Inc., on behalf on the property owner, 2628100 Ontario Inc. This report provides an overview of the application and relevant policies and regulations that will be evaluated as part of the review of the development as well as the public consultation strategy.

The proposed development is an application for draft plan of subdivision to divide the subject lands into 33 lots and blocks, including 31 lots for residential development, 1 parkland block (Block 32), and 1 block to be added to an adjacent property as a lot addition (Block 33). The lots will be accessed from a new municipal street with a connection to the existing intersection of Battersea Road and Sunbury Road. The residential lots will range in size from 0.6 ha to 3.41 ha, with the typical residential lot having an area of 0.61 ha. The proposed parkland block (Block 32) will be approximately 0.04 ha and will formally connect Battersea Road through the new development to Gerald Ball Memorial Park.

Documents Submitted in Support of the Application

- Stage 1 & 2 Archaeological Assessment, prepared by Cataraqui Archaeological Research Foundation, dated January 2011
- Environmental Site Assessment, prepared by Ecological Services, dated July 3, 2013
- Addendum to Environmental Site Assessment, prepared by Ecological Services, dated February 14, 2019
- Hydrogeological Study, prepared by BluMetric Environmental, dated August 2019
- Terrain Analysis, prepared by XCG Environmental Engineers & Scientists, dated January 18, 2013
- Preliminary Stormwater Management Report, prepared by Forefront Engineering Inc., dated November, 2019
- Draft Plan of Subdivision, prepared by Forefront Engineering Inc., dated November 2019
- Traffic Impact Study, prepared by GHD, dated March 11, 2020
- Completed application forms for Zoning By-Law Amendment (submitted to the Township of South Frontenac) and Draft Plan of Subdivision (submitted to the County of Frontenac)
- Planning Demonstration Report, prepared by Fotenn Consultants Inc., dated April 6, 2020

A Zoning Bylaw Amendment application has been submitted to the Township of South Frontenac.

Open House

Section 3.0 Public Consultation Strategy of the Planning Demonstration Report (Fotenn Consultants Inc., April 6, 2020) proposes a strategy to consult with the public with respect to the subject applications in accordance with Ontario Regulation 544/06. The intent of the Open House is to provide information to the public regarding the proposed development, to collect feedback on the proposal, and discuss any comments or concerns early on in the review process. The Open House will be led by the applicant's agent.

Amendments to the *Planning Act* that came into effect on September 3, 2019, through Bill 108, limit third party appeals of plan of subdivision/condominium decisions including appeals from members of the public. Additional engagement, including the Open House, is proposed to ensure that public comments are heard throughout the development process in response to the Bill 108 amendments.

Anyone may attend the open house and make a verbal statement, and/or submit comments in writing, either in support of or in opposition to the application.

Anyone wishing to be notified of County Council's decision on the subject application must submit a written request to:

Planning Development, 2069 Battersea Rd. Glenburnie, ON K0H 1S0
planning@frontenacounty.ca

Technical Circulation Process and Review

The application has been circulated to a number of internal departments and external agencies for review and comment. The responses to the technical circulation will be addressed in the application review and included in the comprehensive report for consideration.

The application has been circulated to the following agencies:

- Township of South Frontenac;
- Malroz Engineering Inc. (County hydrogeologist peer review);
- Cataraqui Region Conservation Authority;
- KFL&A Public Health;
- Canada Post;
- Local School Boards;
- Telecommunication providers;
- Ontario Power Generation; and
- Hydro One Networks Inc.

The detailed planning report will include a review for consistency with the Provincial Policy Statement, 2020 and conformity with the Township and County Official Plans.

Public Comments

To date, the County of Frontenac has received three comments from the public:

- A request to be notified of future engagement activities and the decision of County Council.
- A question from a neighbouring property owner seeking assurances that normal farm practices will continue on the established farming operation in the vicinity of the proposed development, specifically, “Is there any protection for my farm operation from the new houses that will be built within sight and close to my barn and farm?”
- A question from an abutting property owner seeking clarification on a development agreement registered on the lands under their ownership and the boundary of Lot 26.

Notice Provisions

Pursuant to the requirements of the *Planning Act*, notice of complete application was sent by mail to all property owners (according to the latest assessment rolls) within 120 metres of the subject property and those who requested to be notified. A notice of Open House was circulated in accordance with the *Planning Act*, including required signage being placed on the property, and a notice was placed in the Frontenac News and on the County of Frontenac website.

Application Review Process

The County of Frontenac is the approval authority for plans of subdivision and condominium across the County. The County works collaboratively with the Townships, commenting agencies, the public and the applicant throughout the review process to ensure proper development controls are in place to support good planning.

Application review generally follows this process:

- Application is deemed completed once all necessary requirements are met
- Notice of complete application is circulated to all property owners within 120 meters of the development and a number of agencies identified in the *Planning Act*
- An Open House is held to receive comments from the public; the open house is often led by the applicant or their agent
- Comments are received by the public and commenting agencies; the application is amended to meet the requirements identified during technical review
- A Public Meeting is held by the County Planning Advisory Committee to receive additional comments from the public on the amended plan
- The Township reviews all comments received on the plan and Township Council puts forward a recommendation to the County with conditions of draft plan approval (if applicable)
- County Planning Advisory Committee reviews the recommendation from planning staff on the application taking into consideration all comments from the agencies, Township recommendation, and public comments received at the open house, public meeting and any written submissions. Planning Advisory Committee makes a recommendation to County Council to approve with conditions or refuse the application.
- Notice of decision from County Council is circulated according to the *Planning Act*. If there are no appeals and draft plan approval is issued, the applicant moves forward with clearing a number of conditions to reach final approval.

Organizations, Departments and Individuals Consulted and/or Affected

Planning and Economic Development Department
Township of South Frontenac
Members of the Public
Commenting Agencies
Applicant and Applicant's Agent

Attachments

1. Notice of Complete Application
2. Draft Plan of Subdivision, prepared by Forefront Engineering Inc., dated November 2019
3. Planning Demonstration Report, prepared by Fotenn Consultants Inc., dated April 6, 2020
4. Concept Plan, prepared by Forefront Engineering Inc., dated April 2020
5. Stage 1 & 2 Archaeological Assessment, prepared by Cataraqui Archaeological Research Foundation, dated January 2011
6. Environmental Site Assessment, prepared by Ecological Services, dated July 3, 2013
7. Addendum to Environmental Site Assessment, prepared by Ecological Services, dated February 14, 2019
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