



# Economic Development Task Force Minutes

1:00 p.m. - Wednesday, October 2, 2024  
Council Chambers

Notes of the Economic Development Task Force held on Wednesday, October 2, 2024 at 1:00 p.m. at the Council Chambers.

**Present:** Councillor Stephanie Regent (Chair); Deputy Mayor John Inglis; Councillor Roy Huetl; Betty Hunter; Danielle Kesco; Paul Thiel and Dan Vaillancourt

**Absent with Regret:** Cyndy Bonello

**Also Present:** Brooke Ross, Manager of Community Development (MCD); Ken Hook, Councillor Addington Highlands; Dmitry Kurylovich, Supervisor of Community Planner (County of Frontenac); Sonya Bolton, Manager of Community Planning (County of Frontenac); Tara Mieske, Clerk/Planning Manager; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Corey Klatt, Chief Administrative Officer and Darwyn Sproule, Public Works Manager

## 1. Call to Order

The meeting was called to order by the Chair at 1:00 p.m.

## 2. Traditional Land Acknowledgement

## 3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

## 4. Presentations

### a) *County of Frontenac - Update to Official Plan and Zoning By-law to Permit Additional Residential Units*

The County of Frontenac Planning staff presented to the EDTF on the update to Official Plan and Zoning By-law to Permit Additional Residential Units.

The EDTF provided the County Staff with their suggestions being:

- Remove the idea of a "primary dwelling"
- Allow 3 dwelling units on Zones H, LSR and RU
- Remove size limitations on buildings
- Increase the maximum lot coverage to 20%

- No change to waterfront lots
- No change to set backs
- Must follow all conservation and septic requirements

The County Planning staff will come to another EDTF meeting in the future with the draft policies for review, prior to the public consultation process and Council's consideration.

[PP - LUP ARUs - County of Frontenac](#)

## 5. Adjournment

a) *Meeting adjourned at 3:09 p.m.*

**NOTE : The next meeting of the EDTF will take place on Monday October 21, 2024 at 6:00pm at the Municipal Council Chambers located at 6648 Road 506, Plevna.**

### Recommendations to Council

**Be It Resolved That** Council receives for information the October 2, 2024 Notes of the Economic Development Task Force (EDTF).

Received by Council on October 25, 2024.

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Councillor Stephanie Regent, Chair  
Township of North Frontenac EDTF



# Land Use Planning & Additional Residential Units

Economic Development Task Force

October 2, 2024

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## What is land use planning?

- Land and resource management in both urban and rural areas
- Contribute to the long-term, orderly growth and development of the municipality and the efficient use of land and resources (e.g., public investments in infrastructure and services)
- Meeting the needs of citizens today and in the future
- Ensuring that planning for the future includes important social, economic, and environmental factors

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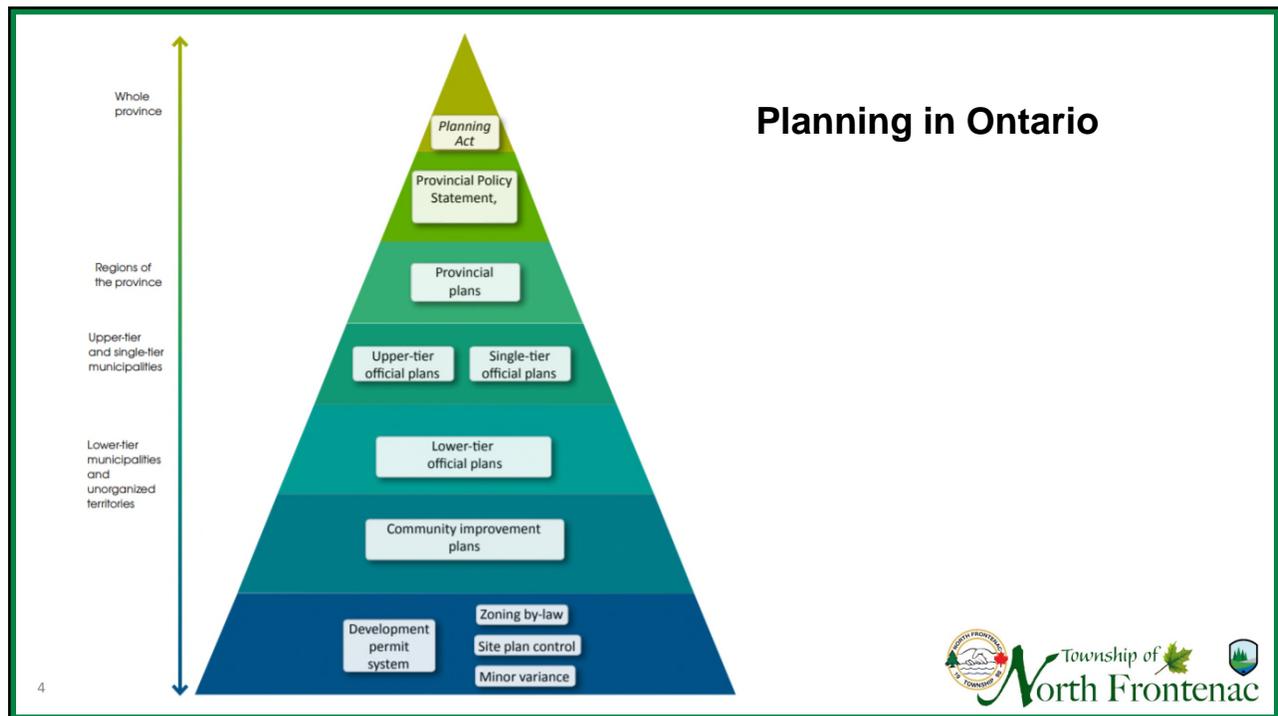
## Why does land use planning matter?

- It affects our daily choices – we all make choices about where we live, work, and shop, and how we get from point A to point B.
- It serves as a safeguarding tool by encouraging the right kinds of development in the right areas and away from hazardous or sensitive areas that may need to be preserved or that may pose a risk to public health and safety (e.g., floodplain).
- It seeks to balance the interests of private property owners and developers with the wider interests and objectives of the community.

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## Planning Act

- How land uses may be controlled and who may control them
- Protect provincial interests
- Establishing local planning authorities
- Preparing official plans to guide future development
- Separating lots for sale/development
- Public notification and appeals

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## Provincial Policy



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## Provincial Planning Statement (PPS), 2024

- Policy direction on matters of provincial interest related to land use planning and development
- Municipal planning decisions “shall be consistent with” the PPS
- 4 key areas of focus:
  - Building homes, sustaining strong and competitive communities
  - Infrastructure and facilities
  - Wise use and management of resources
  - Protecting public health and safety

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## Official Plans

- The main tool for ensuring growth is properly managed and directed to appropriate locations within the municipality.
- Guides capital investment over time.
- All municipal capital works and by-laws must comply with the Official Plan.

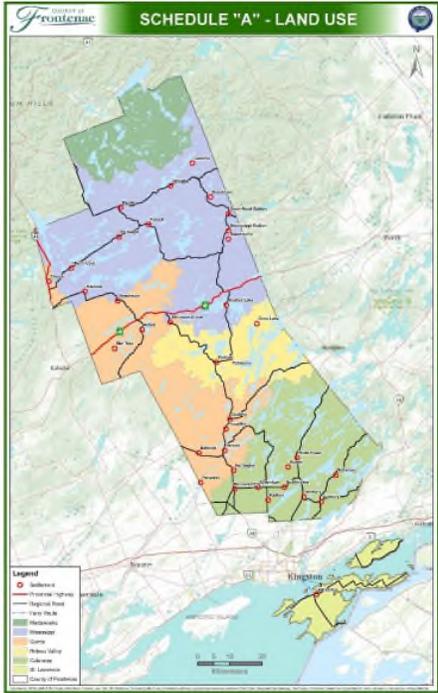
## County Official Plan

- Creates the framework for guiding land use changes in the County over the next 20 years to 2034
- Decisions affecting planning matters must conform to the County Official Plan
- Regional studies shape planning policy
  - Natural Heritage Study, 2012
  - Private Roads (Lanes) Study, 2016
  - Communal Servicing Study, 2019

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**County Official Plan**

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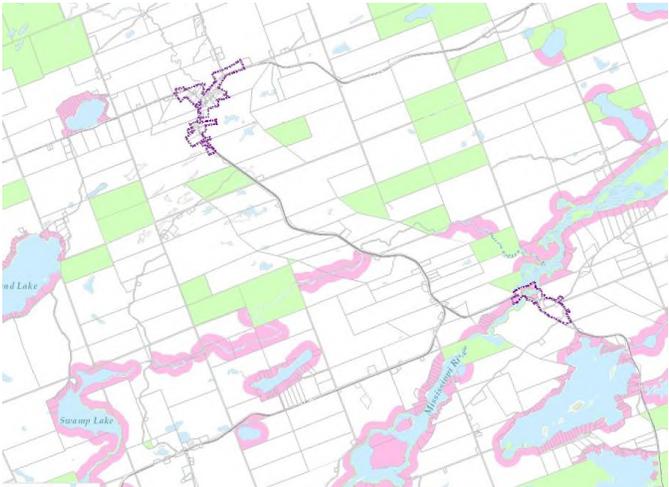


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### Township Official Plan

An Official Plan contains objectives, policies and development standards for:

- various land use designations and future growth areas;
- the location of public services, such as infrastructure, parks and other recreational facilities; and,
- the protection of heritage resources and natural areas.



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## Zoning By-Laws

- A regulatory land use document (as opposed to the Official Plan, which is a policy document);
- Zoning grants particular legal rights in land;
- Adopted by Council as a By-Law; and,
- Implements the policies in the Official Plan and includes:
  - Specific zones for each type of land use for each property in the municipality (shown on maps);
  - Permitted land uses are established for each zone;
  - Detailed site regulations are established for each zone; and,
  - Definitions and General Provisions, including provisions for additional residential units (ARUs).

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## What is the current direction from the province, our obligations, and the path of least resistance?

- Provincial legislation prevents municipalities from creating policies or zoning provisions that will prohibit ARUs.
- Legislation permits a total of three dwelling units on one lot of record. These changes to the Official Plan and the Zoning By-law cannot be appealed to the Ontario Land Tribunal.
  - One within the existing dwelling (in-law suite),
  - One attached to the principal dwelling,
  - One detached.
- The path of least resistance is to permit three dwelling units as prescribed by the Planning Act.

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## Obligations:

- We must come up with policies that will permit three dwelling units on each lot.
- The PPS, Township Official Plan, and various Provincial regulations require us to ensure that dwellings can be adequately serviced, and that additional services or expansion of existing services do not interfere with existing wells and sewage systems.

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## What we can regulate/control

- Ensuring adequate service of dwelling units.
  - Must be connected to existing servicing?
  - Can have their own stand-alone systems?
- Number and type (attached/detached).
- What 'Zones' ARUs are permitted in.
- Where they are located on a property relative to principal dwellings.
- How they are accessed (single vs. multiple driveways on one lot).

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## What we cannot regulate/control

- Market forces:
  - Demand for ARUs
  - Price of construction.
  - Cost of property / Cost of rent.
  - Availability of trades and material costs.
- Design of ARUs outside Building Code requirements.
- Property owner's desire to build.
- Impact of ARU on property valuation.

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## Our role and responsibility

In general, we need to make sure that:

- All dwelling units are properly serviced with an appropriate amount of good quality water and that the sewage system(s) are adequately sized.
- In areas where development is of higher density and the separation distance between neighboring wells are limited, we need to ensure that neighboring wells are not impacted by increase in dwelling units.

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## How are servicing issued dealt with?

- County staff conducted a jurisdictional scan to understand how different municipalities ensure residential development is appropriately serviced.
- Provincial Policy, the Township Official Plan and many financial institutions offering mortgages or financing require that residential uses are properly serviced with well water.
- These standards typically will require the property owner to demonstrate that they have an adequate volume of water coming out of their well to properly service a dwelling either at Building Permit or Lot Creation stage.

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## Existing Servicing-Related Shortfalls and Issues

- The Township has no standards to address adequate water supply for a dwelling.
- Without these standards the Township runs the risk of issuing building permits for residential uses that do not have an adequate amount of water.
- This is an issue that has been identified by both planning staff and the Township's Chief Building Official and something that needs to be addressed to ensure that the Township is not issuing building permits for dwellings that cannot be properly serviced.
- This issue becomes more important to rectify if number of dwelling units are proposed to be increased.

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## Precedents for Policy and Procedure Implementation

- Many municipalities already have policies and implementation procedures related to water quantity and quality for individual wells that are intended to service a residential use. These municipalities are simply able to update their existing procedures.
- Township of South Frontenac, City of Kingston, County of Huron.

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## Precedents for Policy and Procedure Implementation

Typical Requirements:

### **Letter of Opinion from Independent Qualified Professional**

- Typically for ARU that are using existing well and septic system.
- Confirms supply and quality without risk of interfering nearby wells.
- Requires a pump test on existing well and monitoring of nearby wells.

### **Scoped Hydrogeological Assessment**

- Required all new wells either through lot creation or addition of ARU.
- Typically required for all new wells (including lot creation).
- Tests for water quantity and quality in new well.
- Monitoring of nearby wells for interference.

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