

OFFICIAL PLAN OF THE TOWN OF RENFREW

Adopted by the Town of Renfrew – October 15, 2007
County of Renfrew Decision – January 30, 2008
Modified and Approved by the Ontario Municipal Board – August 12, 2008
Comprehensive Review – January 2018

Consolidated: August 3, 2021



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TOWN OF RENFREW

BY-LAW NUMBER
47-2007

A BY-LAW TO ADOPT AN OFFICIAL PLAN OF THE
TOWN OF RENFREW

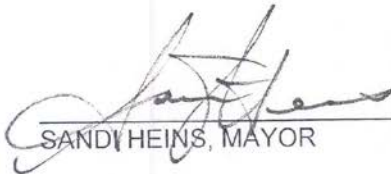
The Council of the Corporation of the Town of Renfrew in accordance with the provisions of Section 17 (22) of the *Planning Act*, hereby enacts as follows:

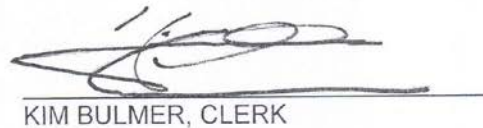
1. THAT the Official Plan of the Town of Renfrew consisting of the attached text and Schedule 'A' is hereby adopted.
2. THAT the clerk is hereby authorized and directed to make application to the County of Renfrew for the approval of the Official Plan of the Town of Renfrew.
3. THAT this by-law shall come into force and take effect on the day of final passing thereof.

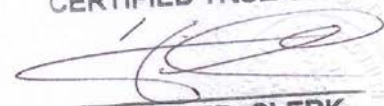
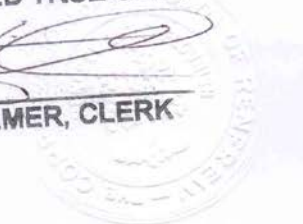
READ a first time this 15TH day of OCTOBER, 2007.

READ a second time this 15TH day of OCTOBER, 2007.

READ a third time and finally passed this 15TH day of OCTOBER, 2007.


SANDY HEINS, MAYOR


KIM BULMER, CLERK

CERTIFIED TRUE COPY

K. BULMER, CLERK


1.0 INTRODUCTION

1.1 Scope and Structure

- (1) This Plan shall be known as the “OFFICIAL PLAN OF THE TOWN OF RENFREW.”
- (2) The Official Plan is a legal document prepared pursuant to Section 17 of the *Planning Act*. The policies and planning principles contained herein are intended to guide public administrators and private interests in such a way so as to ensure the most desirable form of development under the most desirable conditions. Implementation of the Plan must be carried out in accordance with Section 15 of this Plan.
- (3) The Official Plan has been prepared to guide future development to the year 2038.
- (4) The following text and attached Land Use Schedule(s) constitute the Official Plan of the Town of Renfrew.
- (5) The appendices to this Plan are intended to contain supporting information to the Official Plan. The Appendices have been developed and maintained in consultation with Provincial Ministries and other agencies as information becomes available on natural heritage and cultural heritage features.
- (6) In this document, the “Official Plan of the Town of Renfrew” may be referred to as the “Plan” or the “Official Plan”. The Plan shall be read with such changes of gender and number as the context may require.

The text of this Plan is divided into the following parts:

Section 1:	Introduction
Section 2:	General Development Policies
Sections 3 -13:	Land Use Designations, Servicing and Transportation
Section 14:	Land Division Policies
Section 15:	Implementation and Interpretation

Section 1 is informative in nature. It describes the general purpose, objectives, basis, and structure of the Official Plan.

Section 2 contains general policies which apply to all development regardless of the classification of land. These general policies must be considered when reviewing a development application.

Sections 3 to 11 contain policies for land use that are specific to each classification of land. The classification of land is established by the designations shown on the Land Use Schedule attached to this Plan. The specific land use designations established through the policies of these sections are:

- Residential
- Downtown Commercial
- Commercial
- Industrial
- Mineral Aggregate
- Waste Disposal
- Environmental Protection
- Parks and Recreation / Open Spaces
- Designated Growth Area

Every development change in land use must satisfy the policies of the Official Plan. These policies must also be read in conjunction with, interpreted and applied within the context of the Objectives and General Policies of this Plan.

Section 12 outlines the policies on Water, Wastewater, Stormwater and Private/Public Utilities.

Section 13 describes the transportation policies.

Section 14 states the policies and criteria to be followed when applications for consent (severance) and plans of subdivision are reviewed.

Section 15 describes the methods for implementing the policies of the Plan and the interpretation of the various policy matters.

1.2 Town Profile

The community that would eventually become known as the Town of Renfrew was established as early as 1820 in a settlement that was first known as “The Second Chute of the Bonnechere River.”

The Village of Renfrew was incorporated in 1851 and benefited from its vantage point along the Bonnechere River and, later, the Canadian Central Railway and Highway 17.

The Town comprises 13 square kilometres and has a population of about 8,500 people.

The Town of Renfrew is the hub of commercial activity in this part of the Ottawa Valley and attracts shoppers from throughout Renfrew County, and Pontiac County in western Quebec.

The Town has state-of-the-art stores on O’Brien Road, a variety of commercial areas and services throughout the Town, and a very active and vibrant downtown core that is steeped in heritage.

The Town has numerous parks and recreational areas, and is blessed with a recreational trail (The Millennium Trail) and a multi-use recreational facility known as Ma-Te-Way Park.

The Town is home to a first class hospital, the Renfrew Victoria Hospital, and numerous long-term care and retirement facilities including Bonnechere Manor, Groves Park Lodge and Quail Creek Retirement Centre.

1.3 Authority of the Plan

This Plan constitutes and shall be known as the “OFFICIAL PLAN OF THE TOWN OF RENFREW”. It was prepared and enacted in accordance with the provisions of the *Planning Act* of the Province of Ontario.

1.4 Purpose and Objectives of the Plan

The purpose of the Plan is to provide a policy framework for growth and development in the Town to the year 2038. The Plan will be reviewed as required by the *Planning Act*. The Town will need to accommodate the projected growth for residential (806 persons, 479 new households) and non-residential (4,880 sq ft for industrial, 5,760 sq ft commercial, 4,210 sq ft institutional) uses.

The objectives of the Plan are as follows:

- (1) To strengthen and diversify the Town’s economic base within municipal servicing limitations.
- (2) To support a prosperous local economy by providing opportunities for economic development, and investment and diversification in the Town in a manner that foster entrepreneurialism, competitiveness and a positive and attractive business environment. The policies contained in this plan are to:
 - a) Promote efficient development and land use patterns which sustain the financial well-being of the Town over the long term;
 - b) Provide for a broad range of employment and commercial uses and alternative development standards, where appropriate;
 - c) Maintain and where possible, enhance the vitality and viability of the downtown and mainstreet;
 - d) Pre-designate lands for employment and commercial uses wherever possible and appropriate;
 - e) Ensure that a sufficient supply of employment lands are available for development at all times and in appropriate locations;
 - f) Promote the redevelopment of brownfield sites;
 - g) Encourage opportunities for a range of job opportunities and a broad range of commercial and service facilities geared specifically to meet the needs of residents and visitors in the Town;
 - h) Encourage the development of home based businesses and home industries provided the proposed use is compatible with adjacent uses;
 - i) Encourage the protection of the Town’s cultural heritage in order to maintain and enhance economic and tourism opportunities;

- j) Provide appropriate recreation, parks, and open space to meet the needs of the community;
 - k) Maximize vegetation within the Town where feasible;
 - l) Promote cost-effective development patterns and standards to minimize land consumption and servicing costs.
- (3) To facilitate compatibility between land uses and to provide policies to guide the establishment of uses in an integrated manner.
- (4) To identify and protect renewable and non-renewable resources.
- (5) To ensure that development occurs in a sustainable manner, which considers the natural water systems, environmentally sensitive areas and hazard lands.
- (6) To ensure that the necessary infrastructure and public service facilities will be available to meet current and projected needs of the community.

1.5 Basis of the Plan

The first Official Plan of the Town of Renfrew was approved in 1987. Council's decision to prepare this new Plan was based on a number of factors:

- (1) Numerous amendments to the Official Plan suggesting the document needed review.
- (2) The new Provincial Policy Statement of 2014.
- (3) The growth of new retail development on the Town's east end along O'Brien Road.

1.6 Provincial Policies

There are many Provincial policies that influence growth and development in the Town of Renfrew. The intent of those Provincial policies is embodied in the policies of this document.

2.0 GENERAL DEVELOPMENT POLICIES

2.1 General Intent

The General Policies for development outlined below augment the other policies of the Plan by defining requirements relating to specific aspects of development.

2.2 Policies

(1) Housing

Town Council supports the following Housing policies:

- (a) maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development;
- (b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a 3 year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans;
- (c) encourage all forms of housing required to meet the social, health and well-being requirements of current and future Town residents, including special needs requirements;
- (d) direct the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected housing needs;
- (e) promote densities for new housing which efficiently use land, resources, infrastructure and public service facilities;
- (f) promote residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety;
- (g) encourage 15% of new housing units to be affordable (as defined by the Provincial Policy Statement); and
- (h) encourage an adequate supply of rental accommodation. A 3% vacancy rate in rental units in the Town is desirable. The conversion of rental accommodation to condominium tenure may be discouraged by the Town where the conversion would result in a rental vacancy rate below 3%.

(2) Buffering and Land Use Compatibility

Where different land uses abut, every effort shall be made to avoid conflicts between different uses. Where deemed necessary, buffering will be provided for the purpose of reducing or eliminating the adverse effects of one land use upon the other. A buffer may be open space, a berm, wall, fence, plantings or a land use different from the conflicting ones, compatible with both or any combination of the aforementioned sufficient to accomplish the intended purpose.

In order to implement buffering principles, provisions may be established in the implementing zoning by-law providing for separation distances between potentially incompatible uses. Gravel pits and quarries, farm uses, kennels, industrial uses and waste disposal sites, in relation to sensitive land uses and vice versa, shall generally be so regulated. Such regulations shall be established in accordance with applicable legislation and guidelines of applicable governing agencies (e.g., D-1 Land Use Compatibility, D-2 Compatibility Between STF and Sensitive Land Uses, D-4 Land Use on or Near Landfills and Dumps, D-6 Compatibility Between Industrial Facilities and Sensitive Land Uses, Publication NPC 300: Environmental Noise Guideline, Stationary and Transportation Sources – Approval and Planning).

For the purposes of this Plan, sensitive land uses are defined as buildings, amenity areas or outdoor space where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated nearby. Sensitive land uses include dwellings, daycare centres, educational facilities, and health facilities.

(3) Commercial, Industrial and Institutional Uses

The following provisions shall apply to the establishment of any commercial, industrial or institutional use:

- (a) all new buildings should have direct access to a public road (or a common element access) and be set back from adjacent road allowances a sufficient distance to permit vehicle parking and maneuvering clear of any road allowance;
- (b) adequate off-street vehicle loading and parking spaces shall be provided;
- (c) access points to such parking and loading areas shall be limited in number and designed to minimize the danger to vehicular and pedestrian traffic;
- (d) buffering, including minimum separation distances, shall be provided in accordance with the relevant Section(s) of this Plan, to ensure that any negative impacts upon adjoining lands are mitigated;
- (e) no use shall be permitted which is an obnoxious trade, business or manufacture under the *Health Protection and Promotion Act* and the

Environmental Protection Act or which is obnoxious by reason of the emission of odour, dust, smoke, noise or vibrations;

- (f) the design of new and re-developed buildings should include consideration of improving accessibility for persons with mobility challenges;
- (g) unless pre-zoned, all new commercial uses, institutional uses, and industrial uses shall require an amendment to the zoning by-law, or the removal of the Holding-h symbol in the zoning by-law. The removal of the Holding symbol from the zoning by-law will be in accordance with Section 15.4 of this Plan.

(4) Cultural Heritage and Archaeological Resources

(a) Archaeological Resources

Significant built heritage and cultural heritage landscapes will be conserved.

There may be significant archeological remains of prehistoric and historic habitation within the Town. Where new development is proposed within an area which has been identified as containing known archeological resources or having high archeological resource potential, a development proponent shall undertake an archeological impact assessment of the property in accordance with the archeological assessment technical guidelines of the Ministry of Culture. Such assessments shall be undertaken by a qualified archeologist licensed pursuant to the provisions of Section 38 of the *Ontario Heritage Act*. Where necessary and appropriate, adequate measures shall be undertaken to mitigate potential impacts upon identified significant archeological resources. Impact mitigation may include either removal and documentation of the archeological resource, or avoidance and preservation on site. Where significant archaeological resources must be preserved on site, only development and site alteration which maintain the heritage integrity of the site may be permitted.

In considering applications for waterfront development (commercial/industrial, plan of subdivision or the creation of 3 or more lots through the consent process) Council shall ensure that archaeological and cultural heritage resources both on shore and in the water are not adversely affected. An archaeological assessment will be required for development applications adjacent to the Bonnechere River or Smith Creek (within 300 m). Council will require satisfactory measures to mitigate any negative impacts on significant cultural heritage resources.

Council may also undertake the preparation of an Archeological Master Plan. The Plan will identify and map known archeological sites registered with the Provincial Archeological Sites Database as well as lands within the Town that have the potential for the discovery of archeological resources. The plan will also outline policies, programs and strategies to protect significant archeological sites.

It is also the intent of this Plan to encourage Council:

- (1) to enter into a Municipal-Provincial Heritage Data Sharing Agreement with the Ministry of Culture that will provide updated archeological site mapping and a database to the Town; and
- (2) to update any archeological mapping and database as new archeological sites are identified from land development and/or from the Provincial archeological database.

(b) Built Heritage

Council recognizes the importance of cultural heritage resources within the municipality. Therefore, Council will encourage the identification, conservation, protection, restoration, maintenance and enhancement of cultural heritage resources. All new development and redevelopment permitted by the land-use policies and designations of this Plan shall strive to conserve cultural heritage resource and incorporate them into development plans. In addition, all new development will be planned in a manner which preserves and enhances the context in which cultural heritage resources are situated.

(1) Designation

Pursuant to the *Ontario Heritage Act*, and in consultation with the Municipal Heritage Committee, Council may, by by-law:

- i) designate properties to be of cultural heritage value or interest
- ii) define the municipality, or any area or areas within the municipality as an area to be examined for designation as a heritage conservation district; and
- iii) designate the municipality, or any area or areas within the municipality, as a heritage conservation district.

(2) Municipal Heritage Committees (MHC)

Pursuant to Section 28 of the *Ontario Heritage Act*, the Town may establish a Municipal Heritage Committee (MHC) to advise and assist local council on matters related to Parts IV and V of the *Act*. Council may expand the role of the municipal heritage committee to advise and assist Council on other matters of cultural heritage conservation.

(3) Municipal Register

In accordance with Section 27 of the *Ontario Heritage Act*, the municipal clerk shall maintain a register of all property designated under Part IV and Part V of the *Ontario Heritage Act*. This register may also contain properties that have heritage conservation easements placed upon them and properties that are not designated, but which are considered by Council to be of cultural heritage value or interest.

(4) Municipal Initiative

Council may participate in the conservation of cultural heritage resources by:

- i) conserving heritage buildings, cultural heritage landscapes and archaeological resources that are under municipal ownership and/or stewardship;
 - ii) conserving and mitigating impacts to all significant cultural heritage resources when undertaking public works;
 - iii) respecting the heritage designations and other heritage conservation efforts by area municipalities; and
 - iv) respecting the heritage resources recognized or designated by federal and provincial agencies.
- (5) Demolition Control for Built Heritage Resources
Council shall ensure that it has accurate and adequate architectural, structural and economic information to determine the feasibility of rehabilitation and reuse versus demolition when considering demolition applications of designated heritage properties.
- (6) Heritage Impact Assessments
Council may require a heritage impact assessment to be conducted by a qualified professional whenever a development has the potential to affect a protected heritage property/ cultural heritage resource.
- (7) Accessibility and Heritage Conservation
In attaining its goal for establishing a barrier-free environment, municipalities shall endeavour to provide access solutions in a manner that respects the cultural heritage value or interest of a protected property. Council recognizes that standardized designs may not always suffice and that each heritage property will require unique accessibility plans to ensure that alterations do not adversely affect the heritage attributes. Council encourages this practice for privately-owned heritage buildings that are open to and used by the public.
- (8) Waste Reduction/ Adaptive Re-use
Council shall support the reduction of waste from construction debris as a result of the demolition of buildings by promoting and encouraging the adaptive reuse of older and existing building stock.
- (9) Energy Efficiency and Heritage Conservation
Retrofits for achieving energy efficiency will only be undertaken in a heritage building where it is demonstrated that retrofitting can be accomplished without compromising the heritage integrity of the building.

Implementation

(1) *Ontario Heritage Act*

The *Ontario Heritage Act* will be utilized to conserve, protect and enhance the cultural heritage resources in the municipality through the designation by by-law of individual properties, cultural heritage landscapes, heritage conservation districts and archaeological sites.

(2) Community Improvement Plans (CIPs)

Council shall ensure that community improvement plans enacted under Section 28 of the *Planning Act* and other programs encourage the preservation, rehabilitation, renewal and reuse of heritage resources. Where possible, new development and redevelopment in older established areas of historic, architectural, or landscape value, shall be encouraged to develop in a manner consistent with the overall character of these areas.

Council shall ensure that infill development in significant areas with heritage value is sensitive to the existing scale, massing, and pattern of those areas; is consistent with existing landscape and streetscape qualities; and does not result in the loss of any significant heritage resources.

(3) Municipal Public Works – EA Process

Council shall make every effort to conserve and protect known cultural heritage resources and areas of archaeological potential when undertaking municipal public works, such as roads and infrastructure projects, carried out under the Municipal Class Environmental Assessment (EA) process. When necessary, Council will require heritage impact assessments and satisfactory measures to mitigate any negative impacts affecting identified significant heritage resources.

(5) Contaminated Lands and Brownfield Sites

The development or redevelopment of potentially contaminated sites shall be assessed and remediated in a manner consistent with the *Environmental Protection Act* and relevant regulations, and the relevant MOECC guidelines and procedures.

Sites known or suspected to have soils contaminated with residues of current or previous industrial or commercial land uses must have the environmental condition of the site assessed. When managing development on potentially contaminated sites, A Record of Site Condition (RSC) either prior to the development approval, at the time of release of conditions of approval, or at the time of issuance of building permits, as required or stipulated by the municipality must be received.

When considering applications for development which include sites suspected or known to be contaminated, the municipality will require at its discretion a Phase I Environmental Site Assessment (ESA) be undertaken by the applicant in accordance with Ontario Regulation 153/04 as amended. If recommended by a Phase I ESA or mandated under Regulation 153/04, a Phase II ESA must be undertaken by the applicant in accordance with Ontario Regulation 153/04. This would require sampling and analysis of the site to confirm and delineate the presence or absence of contamination suspected by the Phase I ESA report.

As a condition of approval, the municipality will require that remediation, where required, is undertaken to appropriate standards of the MOECC, as specified in Ontario Regulation 153/04 and in the guideline Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the *Environmental Protection Act*, or other regulatory requirements of the MOECC, as amended from time to time.

Mandatory filing of a Record of Site Condition in the Registry, by a qualified person, as defined in O. Reg. 153/04, as amended, is required for a change in use of a property from industrial or commercial to residential or parkland, as defined in the regulation, and will be acknowledged by the MOECC. A site clean-up plan may be required and the site may need to be cleaned-up in accordance with the O. Reg. 153/04, as amended and with MOECC guideline “Records of Site Condition – A Guide on Site Assessment, the Clean-up of Brownfield Sites and the Filing of Records of Site Condition” dated October 2004 or associated guidelines.

A Record of Site Condition may, at the municipality’s discretion, be a required condition of approval under this Plan. In addition to changes of use prescribed by the *Environmental Protection Act* as uses for which a Record of Site Condition is mandatory (a change of use to a more sensitive land use), the municipality may require a RSC to be filed where the application does not involve a change of use to a more sensitive land use as defined in the *Environmental Protection Act*. This requirement is to ensure, that any remediation, or risk assessment and risk management, necessary to permit the intended use is to the satisfaction of the MOECC.

The Town may develop a registry of potentially contaminated sites.

(6) Natural Heritage

The Official Plan incorporates broad general principles protecting and enhancing natural heritage areas and features. These principles include themes of biodiversity and connectivity. Development proposed within and adjacent to natural heritage features are to be assessed to demonstrate that these features are not negatively impacted. The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored, or where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.

Information (where it exists) about these natural heritage features have been identified on Appendix 1 to the Official Plan. This information is updated from time to time by the Province and the Appendix may not contain the most current information. Minor updates to the Appendix may occur without amendment to this plan. It is Council’s intention to protect natural heritage features and to ensure no loss of form or function through the review of development applications. In some instances multiple features (i.e. valley lands and woodlands) may exist in a location but only one is illustrated on the appendix.

Where natural heritage features overlap, the policy that provides the greatest protection will be applied. Council promotes development and land use patterns that conserve biodiversity and consider the impacts of a changing climate. Private land owners are encouraged to protect and enhance natural heritage features through sound management practices.

(a) Habitat of Endangered and Threatened Species

Development and site alteration shall not be permitted in the habitat of endangered species and threatened species except in accordance with provincial and federal requirements.

(b) Areas of Natural and Scientific Interest (ANSI)

ANSIs are areas of land and water containing natural landscapes or features which have been identified as having values related to protection, appreciation, scientific study or education. These areas are identified, mapped, and ranked by the Ministry of Natural Resources. There are no ANSIs in the Town that have been identified by the Ministry of Natural Resources. If an ANSI is identified, the Plan will be amended under the *Planning Act*. The boundary of the ANSI will be shown on Appendix 1. If an ANSI is identified and the Plan amended accordingly, development and site alteration may be permitted within an ANSI subject to the following policies:

- (i) Applications for development and/or site alteration within an Earth Science ANSI or within 50 metres of an Earth Science ANSI must be accompanied by an Environmental Impact Study prepared in accordance with Section 2.2 (14) of the Official Plan.
- (ii) Applications for development and/or site alteration within a Life Science ANSI or within 120 metres of a Life Science ANSI must be accompanied by an Environmental Impact Study prepared in accordance with Section 2.2 (14) of the Official Plan.
- (iii) Changes to the boundaries of an ANSI require the approval of the Ministry of Natural Resources.

(c) Significant Wildlife Habitat

Currently there is no identified Significant Wildlife Habitat in the Town of Renfrew. Significant wildlife habitats may be identified in Appendix 1 of this Plan if new data/information becomes available. Development and/or site alteration may be permitted within a significant wildlife habitat subject to the following policy:

- (i) Applications for development and/or site alteration within a significant wildlife habitat or within 120 metres of such habitat, must

be accompanied by an Environmental Impact Study prepared in accordance with Section 2.2 (14) of this Plan.

(d) Fish Habitat

All rivers, and water courses have the potential to be fish habitat. Council recognizes the importance and value of the fisheries in the municipality and supports protection of their habitat and areas that contribute to fish habitat (adjacent lands are defined as lands within 120 metres of fish habitat). Section 2.2(8) of this Plan establishes a minimum setback from water bodies for this purpose. If any development or site alteration which has the potential to negatively impact fish or fish habitat, an Environmental Impact Study prepared in accordance with Section 2.2(14) of this Plan must be submitted to support the development. Approvals for work immediately near the water may be required from the Ministry of Natural Resources and/or the Department of Fisheries and Oceans Canada.

(e) Significant Woodlands

Woodlands means treed areas that provide environmental and economic benefits to both the private landowner and the general public, such as erosion prevention, hydrological and nutrient cycling, provision of clean air and the long-term storage of carbon, provision of wildlife habitat, outdoor recreational opportunities, and the sustainable harvest of a wide range of woodland products. Significant woodlands are identified on Appendix 1 to the Official Plan. These are areas that are: ecologically important (species composition, age of trees), functionally important (location, size), or economically important (quality, species composition, past management history). Proposed development under the *Planning Act* that occurs within or adjacent (within 120 metres) to significant woodlands should be supported by an environmental impact study that demonstrates that there will not be a negative impact on the woodlands. The level of detail of the assessment should correspond with the complexity and scale of the development proposal.

(f) Significant Valley Lands

Significant Valley Lands are the natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year. Significant Valley Lands are areas that are ecologically important in terms of features, functions, and contribute to the quality and biodiversity of the natural heritage system. Significant valley lands often provide the important linkages connecting other natural heritage features. In some circumstances, valley lands may also be associated with some natural hazards such as steep slopes or unstable soils (leda clays).

Significant Valley Lands are identified on the appendix to the Official Plan. Depending on the scale and nature of a proposed development, a

Planning Act application within or adjacent (within 120 metres) to significant valley Lands may require an environmental impact study which demonstrates that there will not be a negative impact to the valley Lands.

(g) Natural Heritage System

Water features including lakes, rivers, permanent streams, intermittent streams, and wetlands (provincially and locally significant) form part of the natural heritage system. These water features include the associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics. Development adjacent to these features, as shown on the appendix to this plan, will be reviewed in accordance with the policies throughout this plan

(7) Hazards

(a) Hazardous Slopes, Unstable Slopes and Steep Slopes

The Bonnechere River and many of the stream tributaries within the Town of Renfrew possess or have the potential to possess sensitive marine clays (slip clays / leda clays) and easily erodible soils which may become unstable and prone to failure when heavily saturated. These areas are often located where deposits of the Champlain Sea are present in the subsurface. Council will require that development applications adjacent to the river and stream corridors be accompanied by a geotechnical study, prepared by a qualified geotechnical engineer, indicating how development can be accommodated on the site.

Hazardous slopes and unstable slopes will be identified on Appendix 1 to this plan as information becomes available. Such areas may also be identified in the local implementing zoning by-law. A geotechnical study may be required where the approval authority has local knowledge or becomes aware of a potential steep or hazardous slope not identified on the appendix.

(b) Flood plain

A flood plain is an area adjoining a watercourse, usually low lands which have been, or may be, subject to flooding.

The approximate location of the flood plain is shown on Appendix 1 to this plan.

A one-zone approach to flood plain management will be applied whereby development shall be prohibited within the flood plain in order to prevent the risk of loss of life and to minimize property damage.

If development is proposed within the flood plain as shown on the appendix, a site-specific engineering study and/or elevation survey

completed at the proponent's expense may be required to determine the location of the one-in-one hundred (1:100) flood elevation and/or confirm that the proposed development is not susceptible to flooding.

The following policies shall also apply:

- (i) The location of essential emergency services and the disposal, manufacture, treatment or storage of hazardous substances is prohibited in the flood plain.
- (ii) The expansion of existing buildings and structures in the flood plain may be permitted provided that a site specific zoning by-law amendment is finalized. The zoning by-law amendment shall be accompanied by sufficient information (e.g., land surveys, engineering drawings, flood plain mapping study) to the satisfaction of the Town of Renfrew to establish that the proposed development and its occupants will be protected from the effects of a 1:100 year flood. (A 1:100 year flood means that flood, based on analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year).
- (iii) The flood plain shall be measured from the existing ground contour elevation prior to the importation of any fill.

(c) Human Made Hazard

Development on, abutting or adjacent to land affected by mine hazards or former mineral mining operations, mineral aggregate operations or petroleum resource operations may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed. Known human-made hazard sites are identified on the appendix to this Plan.

(d) Propane Transfer Facilities

Known locations of propane transfer facilities are identified on the appendix to this plan. Propane transfer facilities include retail facilities open to the public, transfer facilities that are accessory to an industrial use that utilizes propane (including welding and construction companies), and bulk propane storage which is considered an industrial use.

The following policies should be applied when considering the development of a new propane transfer facility or development adjacent to an existing facility:

- (i) propane facilities will be located in well-ventilated open areas that are adequately protected from potential vehicle collision, and shall be at least 15 metres from any property line abutting a residential land use;

- (ii) propane facilities shall be located in a manner that minimizes any impacts on surrounding land uses, including visual intrusion, noise, odour and traffic related to such facilities through site plan approval and other agreements; and
 - (iv) prior to municipal approval for the development of a propane transfer facilities, the applicant of the facility shall demonstrate to the satisfaction of the approval authority, that the facility conforms with Provincial legislation and all regulations.
- (e) Development shall not be permitted to locate in hazardous lands and hazardous sites where the use is:
- (i) an institutional use including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
 - (ii) an essential emergency services such as that provided by fire, police and ambulance stations and electrical substations; or
 - (ii) uses associated with the disposal, manufacture, treatment or storage of hazardous substances.

(8) Water Setback and Protection of Shoreline Integrity

- (a) Generally all buildings and structures will be set back a minimum horizontal distance of 30 metres (or approximately 100 feet) from the normal high water mark of a water body. This requirement may be increased, or in very limited situations decreased. In the case of existing lots, where the setback cannot be met (parcel is a small size or physical constraints), the setback shall be as remote from the high water mark as the lot will permit and, if applicable, from lands owned or legally utilized by Renfrew Power Generation or other producers of hydro-electric power.

Where a development is proposed to decrease the minimum 30 metre horizontal setback from the high water mark of a water body, Council may require the submission of an Environmental Impact Study (EIS) in accordance with the requirements of Section 2.2(14) of this Plan.

A greater setback would apply in those areas where the flood plain is more than 30 metres from the normal high water mark.

- (b) The property between the shoreline of the water body and the dwelling will be retained where possible in its natural state to serve as a buffer which will assist in minimizing the land-surface transport of nutrients to the lake or water body. The retention of the natural soil mantle and mature tree cover within 30 metres (or approximately 100 feet) of the shoreline of the water body is encouraged. Boathouses along the waterfront may be

prohibited as specified in the zoning by-law, however, boat docks, boat launching facilities, and flood and erosion control devices may be permitted. Ministry of Natural Resources and Forestry approvals may be required for development on or around shore lands, in accordance with the Public Lands Act and the Lakes and Rivers Improvement Act.

- (c) Written approval is required from the Ministry of Natural Resources and Forestry prior to straightening, changing, diverting or interfering in any way with the channel of a watercourse. Dredging and/or filling activities involving the littoral zone shall be discouraged in order to avoid the re-suspension of nutrients from the lake sediments and the destruction of fish habitat. Any such dredging or filling shall require the prior approval of the Ministry of Natural Resources and Forestry and the Federal Department of Fisheries and Oceans.
- (d) Large-scale development (e.g., industrial or commercial development, subdivisions and others as applicable) should be accompanied by an assessment of the impact of the development on the water quality of the water body. The impact assessment should address issues such as the nature of the development, existing water quality of the water body, surface water run-off, impact and loading of phosphorus, types of soils, stormwater management, servicing, location of septic systems if applicable, setbacks from the high water mark, topography, and the maintenance of trees and vegetation.

(9) Public and Institutional Uses

- (a) Public uses may include educational, institutional, cemeteries, administrative, government, cultural and recreational uses, and water and sewage services which are public in nature and are owned and/or operated by a public authority to fulfill its role in providing for the health, education, welfare and convenience of the residents of the Town.
- (b) Public uses shall be permitted within all land use designations except the Environmental Protection designation under the Plan subject to certain conditions:
 - (i) the site design and the design of the buildings and structures must be in keeping with the character of the surrounding area and the use will not detract from the primary function of the area; and
 - (ii) off-street parking shall be adequately provided.
- (c) Public service facilities should be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation.

(10) Noise Attenuation

Policies for noise and/or vibration in this Plan are designed to ensure that communities are not subject to an unacceptable level of noise and/or vibration from aircraft, roads, railways, sewage treatment facilities, waste management sites, industries, or aggregate extraction operations. Prior to permitting development that may be affected by noise and/or vibration from stationary or line sources, the proponent may be required to undertake noise and/or vibration studies to assess the impact on existing or proposed residential or sensitive land uses within minimum distances prescribed by the Ministry of Environment and Climate Change. A noise impact study is required if new sensitive development is located within 250 metres of Highway 17. A noise study may be required for development adjacent to a County Road or a municipal arterial road. Noise and/or vibration attenuation measures will be implemented, as required, to reduce impacts to acceptable levels.

(11) Home Occupations/Home Industries

Home occupations and home industries may be permitted accessory to residential uses provided they are small scale and compatible with residential uses. Specific provisions relating to home occupations and home industries shall be included in the local zoning by-law.

(12) Group Homes

A group home is a single housekeeping unit in a residential dwelling in which up to ten (10) persons, excluding staff or the receiving family, live as a unit under responsible supervision consistent with the requirements of its residents and which is licensed or approved under Provincial Statute. Group homes shall be permitted in all designations that allow residential uses.

(13) Mobile Homes

Mobile homes and travel trailers are not permitted as residential uses and the establishment of recreational vehicle parks or mobile home parks shall be prohibited within the Town.

(14) Environmental Impact Study (EIS)

An Environmental Impact Study (EIS) is intended to provide for an assessment of the potential impacts of a proposed development or site alteration on the natural features and/or ecological functions for which an area has been identified. The EIS will assess impacts that are anticipated from a proposed development application on natural heritage features, functions, connectivity, and adjacent lands, including but not limited to:

- Fish and aquatic habitat
- Wetlands
- Woodlands
- Valleylands
- Wildlife habitat

- Areas of Natural and Scientific Interest (ANSI's)
- Species and Habitats of Endangered and Threatened Species
- Other Environmentally Significant Areas (ESA's)
- Sometimes important water features such as sensitive water features, groundwater recharge/discharge areas, well head protection areas and intake zones are also considered through an EIS.

When required by the policies of this plan, the EIS will address how anticipated impacts will be mitigated through the planning and/or development approvals process. The components of an EIS will be tailored to the scale of the proposed development and to the scale of the anticipated impacts. An EIS must be prepared by a qualified individual. Submission of a completed EIS does not guarantee approval. Where the impact of a development and/or site alteration cannot be mitigated and will result in a negative impact on the ecological functions and/or natural features for which an area has been identified, then it will not be permitted. The following are intended to provide guidelines for the preparation of an EIS:

- (a) a description (including a map) of the study area;
- (b) a description of the development proposal;
- (c) methodology
- (d) an assessment of the site to identify heritage features and functions likely to be affected by the development proposal;
- (e) an assessment of the potential impacts of the proposed development on key features and functions;
- (f) an identification of mitigation requirements and monitoring requirements;
- (g) the quantification of residual impacts (those that cannot be mitigated) if any;
- (h) summary of all recommendations and conditions to implement mitigative measures;
- (i) an overall professional opinion as to whether the development is compatible with the features; and
- (j) conclusion.

For the purposes of this section, the meaning of 'development' shall include the creation of a lot, a change in land use, or the construction of buildings or structures requiring approval under the *Planning Act*, but does not include activities under an environmental process or works subject to *The Drainage Act*.

For the purposes of this section, the meaning of ‘site alteration’ shall include such activities as filling, grading, and/or excavating that would have the effect of changing the landform, topography, and/or natural vegetative characteristics of a site.

Various planning and other approvals including such techniques as site plan control, site-specific zoning, and site alteration by-laws may be used to ensure that the development and/or site alteration occurs in accordance with the recommendations of the EIS.

(15) Energy Conservation

The Town recognizes the importance of energy conservation in the following ways:

- (a) Encouraging the re-use and redevelopment of existing buildings.
- (b) Encouraging the repair and maintenance of all public buildings in an energy efficient manner utilizing green building and construction practices.
- (c) Encouraging new buildings to be oriented to maximize the potential from solar energy for space heating and water heating.
- (d) Encouraging new subdivisions to be designed using solar energy planning principles for proper building orientation (e.g., south facing windows and buildings).
- (e) Recognizing the importance of walkway linkages between developments.

(16) Active Transportation, Pedestrian Links and Recreational Trail Policies

Active transportation means human powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power- assisted devices moving at a comparable speed.

Active transportation increases physical activity, community engagement and social connections; contributes to economic development; provides accessible infrastructure to all segments of the population; and connects people to parks, open spaces and the natural environment.

It is the intent of this Plan to address active transportation in planning decisions by addressing, where appropriate, such matters as accessibility, density, access to amenities, connectivity/linkages between land uses, provision of sidewalks in new residential plans of subdivision, and safety along walking routes. The goal is to achieve a land use pattern composed of housing, employment, recreation, parks and open spaces that promote the use of active transportation.

The review of planning applications should also address, where appropriate, “complete street” principles.

The Town encourages pedestrian friendly environments as follows:

- (a) Planning for new developments and built-up areas may be expected to provide pedestrian links and recreational trails as part of their development. Consideration may be given to interconnections between residential properties, schools, recreational areas, shopping and employment areas.
- (b) Council may establish a recreational trail plan for the Town of Renfrew.
- (c) The Town may provide for the future development of a continuous trail system along the Bonnechere River waterfront.
- (d) Accessibility for all people may be considered in the design of the pedestrian link and recreational trail in accordance with the Municipality’s Accessibility Plan.

(17) Urban Design

Urban design embodies approaches to conserve and further express community character through the design of sites, buildings, and related facilities, and the spaces in between. The relationship between the built and natural environment is important for the long-term viability and enjoyment of living, working, and thriving in the Town.

(a) Objectives

To achieve and sustain a well designed and harmonious built form within the Town, it is the intent of this plan to:

- (1) Establish approaches and standards for community character enhancement, linkages to the natural environment and sustainable design and construction;
- (2) Continually improve the visual appeal, form and function of the Town’s built form through the formulation and application of design and building standards;
- (3) To enhance the built, cultural and natural character of the Town in the planning and building of development within existing and future development areas;
- (4) Address and achieve a high degree of compatibility and integration between new and existing development;
- (5) Identify and apply, where possible, the best available approaches and standards for the design and construction of sites and buildings including incorporation of sustainable energy efficient materials;
- (6) Prioritize a human scale within the public realm, including street rights-of-way, and in how buildings are massed and address the street;

- (7) Ensure that the design of the public and private realm is safe and barrier-free for persons with disabilities consistent with the *Ontarians with Disabilities Act*; and
- (8) Utilize a full range of statutory tools available under the *Planning Act*, and other best practices and partnership opportunities, for the achievement of design excellence through the planning and development approval process.

(b) Policies

All policies of this section shall apply to the review of, and decisions, on applications made under the *Planning Act*.

(1) Public Realm

Government buildings and facilities

- (a) Town buildings, including ancillary facilities such as outbuildings and parking areas, will incorporate a high standard of design and construction with an emphasis on enhancing community character and sustainability;
- (b) Buildings and facilities by other levels of government and related agencies, located within the Town, are encouraged to incorporate a high standard of design and building integrity in consultation with the Town;
- (c) Significant new construction of public buildings or facilities are encouraged to include a public art component, to improve visual appeal and to provide amenity to the public;
- (d) All new buildings and facilities will be made barrier-free to persons with disabilities, through the incorporation of such elements as, but not limited to, level surfaces, ramps, and elevators, and audio and tactile directional aids.

Streets and Streetscaping

- (a) Road surfaces, including the width and design of travel lanes, will respect the predominant character and function of the surrounding area;
- (b) “Soft” or “green” landscaping treatments, including the planting of native tree and plant species, will be maximized to the extent possible within rights-of-way;
- (c) Street signage, wayfinding, street furniture will be provided within rights-of-way in a manner that addresses and enhances the local context, and that meets the needs of persons with disabilities;
- (d) Gateway features, such as public art or district light standards and other facilities, will be established at strategic locations to mark entry points into important parts of the community including heritage and main street areas.

Lighting

- (a) Exterior lighting of sites and buildings will be directed towards the ground and/or shielded, to the extent possible, to minimize light pollution in order to preserve a dark night sky;

- (b) Illumination of street rights-of-way will be in a manner that minimizes light pollution and energy consumption, while providing a safe level of illumination onto the roadway and sidewalks;
- (c) Human-scaled lighting will be provided in strategic areas with high levels of pedestrian activity such as sidewalks along main streets, schools, and other public buildings, and parks;
- (d) Exterior lighting should not directly illuminate, or cast significant shadows on, adjacent buildings and especially window openings.

Services and Utilities

- (a) Utilities are encouraged to be located underground in a common trench, to enhance the visual appeal of the public realm, especially in heritage areas and main streets;
- (b) The aesthetics of overhead transmission wires and related housing will be enhanced to the extent possible, up to and including the incorporation of public art into poles and boxes.
- (c) Heating, cooling and ventilation housings and outlets, including gas metres and central air conditioners, will be sited and adequately screened where possible to enhance aesthetic appeal.

(2) Private Realm

Residential Site and Building Design

- (a) Lots backing onto public roads (reverse frontages) are discouraged (other than collector & arterial roads) for new low-density residential development, including detached and semi-detached and row house dwellings;
- (b) Sites will provide for the safe and convenient access of pedestrians and vehicles, directly from the street right-of-way including sidewalks where present;
- (c) The massing and exterior design of new and renovated dwellings should relate to, and enhance, the character of adjacent properties and the larger community;
- (d) Exterior building materials should incorporate the predominant colour pallets and textures of adjacent properties, and be especially sensitive to heritage buildings and sites;
- (e) The extent of the projection of garages beyond the front face of dwellings should be minimized.

Non-residential Site and Building Design

- (a) Buildings will be oriented to the street so that the main building entrance faces the public street, to enhance the physical and functional relationship to the public realm;
- (b) Sites will provide for the safe and convenient access of pedestrians and vehicles, directly from the street right-of-way including sidewalks where present.
- (c) Retail and service commercial uses within mixed-use buildings shall be oriented to the lower floors and to the street to maximize exposure and access;

- (d) Significant new building construction or site alteration may require the incorporation of public art;
- (e) Buildings proposed for sites that provide terminating vistas will be subject to special treatment to maximize visual appeal, up to and including site-specific considerations for massing, exterior materials, and landscaping;
- (f) Signage, as permitted under the Town's sign by-law, shall be sized and designed in a manner that does not dominate the overall character of the site or building, and that it is respectful and complementary to community character;
- (g) Outdoor storage, where permitted should be screened from public view through architectural elements, planting strips, berms or a combination thereof.

Parking

- (a) Surface parking between the front of the building and public street shall be minimized to the extent possible, and well landscaped;
- (b) Parking facilities should include clearly marked, illuminated and, if possible, separated pedestrian walkways to and from the associated building or site;
- (c) Surface parking lots should include sufficient landscaped areas or islands to interrupt paved surfaces to provide aesthetic appeal and to mitigate water runoff and heat island effects.

(3) Implementation

- (a) Any Council-approved design guidelines (including the Downtown Renfrew Streetscape Masterplan and Urban Design Guidelines prepared by WSP Canada Inc. May 2017) that are established for specific areas of the Town will inform planning and development approvals, in addition to the design policies of this plan;
- (b) More specific design guidelines, based on the policies of this plan, may be required to support the review of large scale applications, or applications in strategic areas such as the downtown area;
- (c) A range of tools available under the *Planning Act*, up to and including Community Improvement under Section 28 may be utilized by Council to fully implement the design policies of this plan;
- (d) A formalized design review process, up to and including the establishment of a design review panel or equivalent body, may be used by Council to assist in the application of the design policies of this plan.

(18) Second Dwelling Units / Garden Suites

(a) Garden Suites

Garden suites are defined in section 39.1 of the *Planning Act* as one-unit detached residential structures containing bathroom and kitchen facilities that are ancillary to existing residential structures and that are designed to be portable.

They provide an affordable housing option that supports changing demographics, allow for aging in place, and provide opportunities for reasonably priced accommodation. The following criteria will be used as the basis for permitting garden suites by passing a Temporary Use By-law for a period up to 20 years:

- (i) The use is subordinate in scale and function to the main dwelling on the lot;
- (ii) The use can be integrated into its surroundings with negligible visual impact to the streetscape;
- (iii) The use is situated on an appropriately-sized housing lot;
- (iv) The use is compatible in design and scale with the built form of the main dwelling unit;
- (v) The orientation of the use will allow for optimum privacy for both the occupants of the new garden suite and the main dwelling on the lot;
- (vi) Any other siting requirements related to matters such as servicing, parking and access requirements, and storm water management can be satisfied;
- (vii) Council may require a development agreement and/or security to ensure the future removal of the garden suite; and
- (viii) Mobile Homes will not be permitted as a garden suite.

(b) Secondary Dwelling Units

Also known as accessory or basement apartments, secondary suites and in-law flats, a secondary dwelling unit is a self-contained residential unit with kitchen and bathroom facilities. A secondary dwelling unit is permitted within a single detached, semi-detached, or row house dwelling, or within structures accessory to dwellings (such as above garages or completely separate buildings). Secondary dwelling units must comply with any applicable laws and standards. This includes the Building Code, the Fire Code and property standards bylaws.

The local Zoning By-law may include minimum standards for secondary dwelling units including (but not limited to): dwelling unit area, minimum lot area, parking, and servicing. The second dwelling is not permitted to be located in a flood plain or in an area identified as a hazard.

(19) Urban Agriculture

Urban Agriculture refers to food production outside of the traditional agricultural designated areas, whether it is for personal consumption, commercial sale, education or therapy. It can take a variety of forms, including gardening (container gardening, balconies, rooftops and community gardening) and raising certain types of livestock in backyards (chickens, bees, goats, etc.). The Town may use a variety of methods (or combinations thereof) such as the zoning by-law, site plan control, and/or licensing/permitting under the *Municipal Act* to regulate urban agriculture uses.

3.0 RESIDENTIAL

3.1 Introduction

The Residential designation is intended to permit the development of lands for all types of residential uses, and for complementary uses that support residential development.

3.2 Objectives

- (1) To provide lands for residential development.
- (2) To encourage an appropriate balance of housing forms that are consistent with the needs of the market and that support affordability.
- (3) To provide land for uses that support residential uses such as parks, schools, churches and local commercial uses.
- (4) To provide opportunities for redevelopment and intensification.

3.3 Policies

- (1) The Residential designation shall permit a full range of housing types including single detached dwellings, duplexes and semi-detached dwellings, 3- and 4-unit dwellings, row houses, apartments and condominiums. In addition, uses supporting and compatible with residential areas will be permitted. These include senior citizens housing, schools, churches, medical uses, government offices, libraries, recreational facilities and parks.
- (2) The Town shall encourage an adequate supply of affordable housing by permitting a diverse range of housing types in the Residential designation. The Town shall ensure that the Zoning By-law does not require standards which preclude the development of affordable housing, especially as it relates to dwelling and lot sizes.
- (3) Intensification

The Town of Renfrew will encourage all forms of Residential intensification that creates a potential supply of new housing units. Residential intensification will be encouraged in the built-up areas of the Town where there is sufficient existing or planned infrastructure to accommodate such development.

It is the intention of Council to permit the conversion of buildings where they can be practicably converted to increase the supply of housing. In the conversion of a building, the proponent must demonstrate conformity with the Official Plan designation, sufficient off-street parking, compliance with the building code, (including accessibility if applicable), compatibility with adjacent land uses or low density housing, and the adequacy of municipal services.

Council's policy is that, through the intensification of land use in existing built-up areas involving infill, redevelopment and the conversion of existing buildings, Renfrew will strive to accommodate a minimum of 10% of each year's new residential units within the already built-up urban area. Council may promote opportunities for redevelopment and intensification through the provision of adequate infrastructure and community facilities and through incentives for the reuse of brownfield sites.

Intensification Compatibility Criteria – Compatibility refers to development that 'fits' with the character of a neighbourhood. It does not mean that the development looks the 'same' as neighbouring development; rather, the housing form is similar in size, scale, massing and architectural elements.

Residential infill is permitted subject to compliance with the following criteria:

- a) Infill development on a property that is larger than the prevailing lot size of the surrounding neighbourhood or existing zoning of the lot may include the following:
 - i. A possible change in lot size and configuration providing that:
 1. the proposed lot area and widths should be not less than 80% of the lot area and width prescribed under the predominate or adjacent zoning in the surrounding neighbourhood;
 2. the proposed lot configuration is similar to the prevailing lot pattern that exists within the neighbourhood; and
 3. the proposed housing form is consistent in scales and massing to that of the surrounding neighbourhood.
 - ii. A change in unit type – unit types such as single detached dwellings, second units, garden suites, semi-detached dwellings, duplexes and triplexes that resemble a single detached dwelling, with an emphasis on orientation to the street.
- b) Residential infill must be designed to be compatible with the surrounding neighbourhood and will be evaluated against the following criteria:
 - i. The ability of the existing infrastructure to support the development;
 - ii. The compatibility of the site design, setbacks, and lot configuration with the existing pattern of development in the area;
 - iii. The compatibility between building massing and the type of dwelling units in the proposed development and the surrounding residential properties.
 - iv. The location, orientation, and visual impact of vehicle access/egress in relation to:
 1. Adjacent developments;
 2. The street; and
 3. The pedestrian environment.
 - v. Minimizing adverse parking and traffic impacts on the existing neighbourhood;
 - vi. A gradual transition of scale and density through the design of building mass and form such as:
 1. Reduction in building heights at the edges of a development;

- 2. Location of lower density components toward the perimeters of a site; and
 - 3. Concentration of density to the centre of a development or towards a non-residential boundary.
 - vii. Retention and preservation of significant trees, other natural vegetation, and environmental features;
 - viii. Maintaining adequate light, view and privacy for residents on adjacent properties.
- (4) Mobile homes and house trailers are not permitted as residential uses and the establishment of mobile home parks or trailer parks shall be prohibited within the Town.
- (5) Home occupations are permitted in the Residential designation but must be conducted within the dwelling and be compatible with residential uses. Specific provisions relating to home occupations shall be included in the Zoning By-law.
- (6) Generally, new development shall be achieved through the plan of subdivision or condominium process as a logical extension of existing development. Lands currently designated Residential shall have priority for development. Opening up additional lands by amendment to this plan shall be discouraged until the lands currently designated are mostly developed. A justification report, including a housing market analysis which shows need, may be required by Council before additional lands are designated.
- (7) A residential building containing three or more dwelling units is designated as a site plan control area. On reviewing a site for approval, Council shall be satisfied that on-site amenities such as landscaping, open green spaces, parking and buffering are provided and designed to enhance the development of the site to ensure its compatibility with surrounding uses.

Where a zoning by-law amendment is also required, Council shall be satisfied that the site is suitable, that services are available and that the use is compatible or can be made compatible with other development in the area.

- (8) Where land is being developed for residential purposes which abuts an arterial or collector road, the lots may front on the arterial or collector road provided a study is submitted by a qualified person that shows there will be no impact on the functioning of the arterial or collector road.

(Official Plan Amendment No.9)

3.4.1 Policy Exceptions

3.4.1 – Residential – Exception One (Pinnacle View Subdivision)

Lands designated Residential – Exception One shall be placed in a holding zone. The holding zone may be lifted at a time when it has been demonstrated that the

lands will be required to meet projected residential demand over a 10-year period.*

4.0 DOWNTOWN COMMERCIAL

4.1 Introduction

The Downtown Commercial designation applies to Renfrew's downtown, which is the Town's commercial, cultural and administrative focal point.

This designation permits a range of commercial, institutional, recreational and residential uses.

4.2 Objectives

- (1) To provide for a diverse mix of uses in a vibrant downtown while at the same time preserving the heritage features that are the hallmark of the downtown.

4.3 Policies

- (1) The Downtown Commercial designation shall permit a full range of commercial and non-commercial uses including retail, restaurants, personal services (excluding adult entertainment uses), financial institutions, business, professional, government and medical offices, schools, hotels, motels, recreational and cultural uses, institutional uses, workshops, repair facilities, existing automotive uses, existing industrial uses, residential uses in the form of dwelling units above or behind the primary commercial core, multiple residential development and existing residential development.
- (2) New development shall be consistent with the scale, height and character of the existing street front development. Generally, buildings should not exceed 3 stories in height.
- (3) The protection and enhancement of existing buildings and streetscapes which contribute to the identity and history of the area shall be encouraged. New development and redevelopment are to be sensitive to the heritage character of the downtown. To this end, the Town may adopt heritage conservation and enhancement design guidelines for the downtown. These guidelines would address such areas as building mass, scale, façade treatment, cladding, colour, windows, doorways, overhangs and awnings, streetscape design, lighting, furniture, signage and parking areas.
- (4) The Town shall encourage the retention and remediation of heritage features of buildings.
- (5) The following policies are applicable to parking in the Downtown Commercial Designation:
 - a) Parking in the Downtown shall be comprised of a combination of private and public parking facilities;
 - b) The provision of adequate and convenient off-street parking is recognized as a necessity in the promotion and enhancement of the Downtown. To

this end Council will encourage the coordination of existing parking facilities including the linkage of driveways and lanes for parking purposes. To the extent possible, new parking facilities shall be coordinated and linked with existing parking facilities;

- c) The Town may reduce or eliminate vehicular parking requirements in the downtown for non-residential uses and/or where shared parking is possible (on multiple properties);
- d) The Town may consider a cash-in-lieu of parking by-law to exempt or partially exempt development/redevelopment (non residential only) from vehicle parking requirements where it is determined that public parking facilities can accommodate the demand;
- e) The Town may consider updating the parking provisions in the Zoning By-law to not require additional on-site parking in circumstances where there is a change from one use to another within the confines of an existing building.
- f) The Town has conducted a downtown parking analysis (The Town of Renfrew Downtown Parking Needs Study prepared by WSP Canada Inc. dated December 2017) to determine parking inventory and utilization levels. The study may recommend specific parking requirements that may be applied to development/redevelopment proposals.

(Official Plan Amendment No.8)

4.4 Policy Exceptions

- (1) Downtown Commercial – Exception One – Railway Avenue

Notwithstanding any policy of this Plan to the contrary for the lands located in the Downtown Commercial – Exception One designation, the additional use of accessory dwelling units shall be permitted.*

5.0 COMMERCIAL

5.1 Introduction

The Commercial designation applies mainly to the commercial areas along two of the major entranceways to the Town (O'Brien Road to the east and Stewart Street to the west) and, generally, to uses that are primarily oriented to the automobile.

5.2 Objectives

- (1) To provide lands for commercial development.
- (2) To enhance the visual qualities of new development and redevelopment through site plan control and the adoption of design guidelines.

5.3 Policies

- (1) The Commercial designation shall permit retail stores, including large format retail stores, factory outlets and business offices that require large land, parking and outdoor storage areas that are not consistent with the compact nature of downtown commercial uses. Also permitted are automotive uses, truck terminals, warehousing, farm machinery, trailer sales and service, building supply stores, hotels, motels and restaurants. Business offices, including government, medical and professional offices are also permitted.
- (2) The Town may adopt design guidelines for new development and redevelopment of lands within the Commercial designation. These guidelines would address the same matters as those for the Downtown Commercial designation outlined in Section 4.3(3).
- (3) The Commercial designation serves as a gateway to the Town and therefore the Town will encourage the development and redevelopment of properties to follow appropriate design standards.
- (4) All commercial development shall be subject to site plan approval in order to address signage, lighting, access, outdoor storage and display, parking, landscaping, buffering, building location, servicing, drainage, stormwater management and other matters outlined in Section 15.11 of this Plan.

(Official Plan Amendment No.1)

5.4 Policy Exceptions

- (1) Commercial – Exception One – 821 Whitton Road

Notwithstanding the policies of Section 12.0 Sewage and Water Systems and all other provisions of this Plan, a portion of the lands located at 821 Whitton Road within Part of Lot 9, Concession 4 in the geographic Township of Horton, now in

the Town of Renfrew, an automotive dealership shall be permitted with private on-site water and an on-site sewage disposal system on a temporary basis, the following provisions shall apply:

- i) The development shall comply with all municipal and provincial design, approval, construction and certification requirements and regulations for the on-site water and an on-site sewage disposal system.
- ii) The development shall be subject to Site Plan Control to address on-site and off-site issues.
- iii) The developer shall enter into a Development Agreement with the Town of Renfrew for the eventual extension of municipal sanitary sewer, pump station, forcemain and water mains to the site.*

(Official Plan Amendment No.7)

- (2) Commercial – Exception Two – Lots 665 and 666, Plan 193

Notwithstanding any policy of this Plan to the contrary for the lands located in the Commercial – Exception Two designation, the additional use of an accessory dwelling unit shall be permitted.*

(Official Plan Amendment No.12)

- (3) Commercial – Exception Three – Part Lot 14, Concession 1, Stewart Street

Notwithstanding any policy of this plan to the contrary, for the lands located in the Commercial – Exception Three Designation, the following additional uses shall be permitted:

- Educational, institutional, administrative, government, cultural and recreational uses, group home, senior citizens housing, schools and medical uses.

The lands shall be placed in a holding zone until the following requirements are satisfied:

- Site Plan Approval
- The property is cleared of environmental concern in accordance with the requirements of the *Environmental Protection Act*.*

6.0 INDUSTRIAL

6.1 Introduction

There are three recognizable industrial areas in the Town that are characterized by a concentration of industrial development. They are: Lisgar Avenue (Highway 132); O'Brien Road at Gillan Road, including Hall Avenue; and O'Brien Road at Highway 17.

The Industrial designation recognizes these existing industrial areas, and provides for further growth within them. Industrial development provides an important economic asset to the Town as a supplier of jobs and tax revenue.

6.2 Objectives

- (1) To recognize existing industrial areas and to encourage new industrial development.
- (2) To provide a diversified industrial base.
- (3) To ensure compatibility of industrial development with surrounding neighbourhoods while permitting such development the opportunity to expand.

6.3 Policies

- (1) Uses permitted in the Industrial designation shall be for all forms of industry including manufacturing, fabricating, processing, assembling, warehousing, storage, building yards, transportation terminals, municipal garage, repair garages of heavy equipment and trucks, and similar service industrial uses. In addition, marijuana production facilities operating in accordance with provincial/federal requirements are permitted within the industrial designation.
- (2) All uses permitted in the Commercial designation are permitted in the Industrial designation provided such uses do not interfere with existing industrial activities and future industrial development. The implementing zoning by-law will distinguish between uses.
- (3) Wrecking yards and mineral extraction, mining and quarries shall not be permitted in the Industrial designation.
- (4) All industrial properties shall be well maintained so that an unsightly appearance is not visible from adjacent properties.
- (5) All industrial and commercial uses are designated as a site plan control area. New development or the redevelopment of existing areas shall require a site plan under Section 41 of the *Planning Act*. The site plans are to include building location, landscaping and buffering, parking, lighting and other matters outlined in Section 15.11 of this Plan.

- (6) Adequate off street parking and loading facilities shall be provided for development, and access points shall be provided in a manner that is conducive to local traffic patterns that will not present a danger to pedestrian or vehicular traffic in the immediate area.
- (7) Intensive industries will be located as far as is practical from areas zoned residential. Clean and light industrial or those with little or no air pollution or noise potential, will be guided to areas bordering residential areas where these two land use designations abut one another. Buffering will also be used to avoid conflicts between land uses.
- (8) The Town will strive to maintain compatibility between sensitive land uses and industrial facilities. Measures, including land use separation, landscaping and vegetative buffers shall be provided between incompatible land uses in accordance with the guidelines of the Ministry of the Environment. Distances will vary depending on the nature of the industrial use and the intervening land user. Generally, the greater the scale and intensity of the industry, the greater the separation distance required will be.
- (9) The Town may consider design guidelines for industrial development that would address building mass and scale, façade treatment, streetscape design, landscaping, fencing and signage.

7.0 MINERAL AGGREGATE

7.1 Introduction

The Town is designated under the *Aggregate Resources Act* of Ontario. The *Act* controls aggregate extraction operations and requires progressive rehabilitation and final rehabilitation. There is one licensed gravel pit in the Town. The policies of this Section are intended to ensure that wherever practical, aggregate deposits remain available for existing and future use and to minimize impacts on adjacent uses and the natural environment from extractive operations.

7.2 Objectives

- (1) To protect known, significant deposits of aggregates, including the existing pit, for future extraction, wherever feasible.
- (2) To prevent any change in land use that could conflict with the existing pit.
- (3) To regulate all pit operations so that disturbance to the environment is limited to the site, social disruption is prevented and rehabilitation to an acceptable after-use is achieved.
- (4) To ensure that the separation distances between new and or expanding aggregate operations and sensitive land uses such as residential development, are applied reciprocally.
- (5) Expansion of existing aggregate operations with respect to size of the operational area, annual extraction rate, types of processing permitted and changes and intensification in operation in areas in close proximity to significant residential development shall be strictly limited.

7.3 Policies

- (1) The Mineral Aggregate designation on the Land Use Schedule shall mean that the predominant use of land will be for gravel pits along with associated uses (e.g. crushing, screening and stockpiling). Other uses that do not preclude the future use of these lands for mineral aggregate extraction purposes such as forestry, non-intensive farming, conservation and outdoor recreation, will also be permitted. Asphalt plants (including portable plants), concrete plants, washing plants, and wayside pits and quarries shall not be permitted in the municipality.

- (2) Council will consider amending the Official Plan to a Mineral Aggregate designation to permit extraction in areas not designated Mineral Aggregate but which are determined to be suitable for aggregate extraction.
- (3) The expansion or opening of a new commercial pit will require the preparation of an environmental impact assessment, site plan, operational plan and rehabilitation plan to the satisfaction of the Town, and an amendment to the official plan and zoning by-law with full public notice and opportunities for appeal.

In considering these amendments, Council shall examine certain matters:

- (a) landscaping and visual and physical buffering from other land uses;
 - (b) the haulage routes and the resultant traffic density;
 - (c) the progressive rehabilitation and final rehabilitation plans, and the suitability of these plans having regard to the character of the surrounding lands;
 - (d) evaluation of the water table, existing and proposed drainage facilities, and setbacks from watercourses;
 - (e) effects on adjacent land uses, nearby communities, and environmentally sensitive areas;
 - (f) hydrology, wildlife or such studies as may be required due to special concerns related to a specific site; and
 - (g) any other matters which Council deems advisable.
- (4) The Municipality may adopt a by-law under the *Municipal Act* to regulate certain matters with respect to pits and quarries which are not covered by the *Aggregate Resources Act*.
 - (5) The concept of an influence area is recognized as a means of protecting against incompatible land uses in the vicinity of Mineral Aggregate designation and to protect the existing pit from the encroachment of other incompatible land uses.

Influence areas, in which studies may be required to assess impacts, are generally identified as being: 150 metres from a pit to determine noise and dust impacts; and, 300 metres between wells and pits licensed to operate below the water table to avoid impacts on groundwater supplies.

In accordance with this concept, it will be the policy of Council to discourage incompatible land uses in areas surrounding the Mineral Aggregate area by careful review of any severance application, rezoning application or other development proposal in consultation with the Ministry of Natural Resources and the Ministry of the Environment and by including separation distances in the implementing By-law.

Council recognizes the potential for existence of an area of adverse environmental influence associated with the pit. The Town shall request that the proponent provide studies to demonstrate whether distance separation between a pit and sensitive land use is necessary, and establish dimensions of any needed separation area; and provide for implementation of the study results in consultation with provincial ministries. Council also recognizes that land use separations should be applied reciprocally to new sensitive land uses encroaching upon an existing extraction operation.

- (6) All pit uses must satisfy the requirements of the Ministry of the Environment and the Town with respect to pumping and de-watering, water supply, wastewater, solid and liquid waste disposal and all emissions to the atmosphere including noise and vibration.

8.0 WASTE DISPOSAL

8.1 Introduction

There is one waste disposal site in the Town located at 376 Bruce Street. It is expected that this site will serve the Town well beyond the time frame of this Plan. The Town will endeavour to ensure that the site will continue to operate within Ministry of the Environment guidelines.

8.2 Objectives

- (1) To ensure that appropriate regulations are adopted to minimize disturbance to the environment from the waste disposal site.
- (2) To investigate and promote appropriate means of diverting waste from the site.
- (3) To establish criteria for the location of a new waste disposal site or expansion of the existing one.

8.3 Policies

- (1) The Waste Disposal designation on the Land Use Schedule shall mean that the predominant use of the land will be for the disposing of garbage and refuse within approved landfill site.
- (2) Waste disposal sites shall be located an adequate distance away from an existing or proposed residential, commercial, institutional or recreational use. A report from a qualified professional which establishes appropriate separation distances based on site specific considerations will be required for new waste disposal sites. Thirty (30) metres or approximately 100 feet from the perimeter of an existing or new landfill area is the minimum separation distance permitted.
- (3) An assessment of all development proposals should be undertaken within 500 metres of the licensed perimeter of an existing or closed waste disposal site to ensure that they are compatible with soil and groundwater conditions and to ensure that they will not be adversely affected in any way by the presence of the waste disposal site. Proposed development should be supported by studies as outlined in the applicable guidelines of the Ministry of Environment pertaining to land use on or near waste disposal sites.

Where the assessment demonstrates that the groundwater conditions are not suitable for the development (as a result of the waste disposal site) the Town may attempt to acquire the affected lands and/or obtain exclusive use of the groundwater in the Area of Potential Leachate Impact. In the event that an assessment demonstrates that the groundwater conditions are not suitable for development, landowners will not make any use whatsoever of the groundwater without the Town's prior written consent and the Town will be authorized to enter upon the Area of Potential Leachate Impact for the purposes of monitoring,

including the installation of any necessary additional monitoring wells, and to take any and all remedial and restorative measures it deems necessary, subject to the consent of the Landowners, which shall not be reasonably withheld.

An area labeled “Area of Potential Leachate Impact” has been included on Appendix 1 “Hazards and Natural Features”. Development within this area will be carefully reviewed, especially any uses that require the use of groundwater. In reviewing development applications within this area, the Town may request studies/reports to ensure that the health and safety of residents is protected from the potential impact of contaminated water.

- (4) All disposal sites shall be located or engineered so that pollution of any watercourse, municipal drain or of the groundwater does not occur.
- (5) All disposal sites shall be adequately screened on all sides either naturally or by artificial means (i.e. berms) and such screening will apply to all open storage areas and all disposal site operations.
- (6) Sites shall be located so that ingress and egress points from the site do not create any traffic hazard.
- (7) All disposal sites no longer in use shall be rehabilitated to the standards required by the Ministry of the Environment. No use shall be made of land or land covered by water which has been used for the disposal of waste within a period of 25 years from the year in which such land ceased to be so used unless approval of the proposed use has been given by the Ministry of the Environment, in accordance with Section 46 of the *Environmental Protection Act*.
- (8) An amendment to this Official Plan and implementing zoning by-law will be required for the establishment of any new Waste Disposal area or to permit the expansion of the existing Waste Disposal area. In addition to the requirements under the *Environmental Protection Act* and the *Environmental Assessment Act*, when considering an amendment, regard shall be had to the following:
 - (a) the type and abundance of soil cover material;
 - (b) the surface and groundwater characteristics;
 - (c) isolation;
 - (d) the physiography of the area;
 - (e) public review of the facility location;
 - (f) appearance;
 - (g) truck traffic;
 - (h) noise and dust;

- (i) the potential damage to the existing ecological regime;
 - (j) the compatibility of the site with future land use goals;
 - (k) the ability to control gas release;
 - (l) the minimization of engineering design and operational problems;
 - (m) the impact on high value forest stands (i.e. plantations); and
 - (n) the impact on agricultural lands and farming activities.
- (9) Waste disposal sites shall be placed in a separate category in the implementing zoning by-law.
- (10) All waste disposal sites shall be operated and maintained in accordance with the standards set by the Ministry of the Environment.
- (11) The operation of all waste disposal sites shall comply with the requirements of the *Forest Fires Prevention Act*.
- (12) In reviewing development proposals, Council will ensure that there is sufficient capacity to accommodate the waste disposal needs of the proposed development.

9.0 ENVIRONMENTAL PROTECTION

9.1 Introduction

Lands that are designated Environmental Protection apply to the natural water systems, natural heritage features and hazard lands within the Town of Renfrew.

The natural water systems consist of the Bonnechere River and its many tributaries. The natural heritage features generally consist of wetlands, woodlands, valley lands, fish habitat, wildlife habitat, and threatened and endangered species and their habitat. There are no Areas of Natural and Scientific Interest (ANSIs) in the Town. These natural water systems and natural heritage features require special attention because they may be sensitive to environmental damage or contain potential threats to life and property if developed upon.

The hazard lands refer to lands with steep slopes or unstable slopes which, if developed upon, could result in property damage, loss of life or damage to the environment.

9.2 Objectives

- (1) To identify and protect all natural water systems and natural heritage lands in the Town.
- (2) To control development in locations where there is a potential threat to life, property damage or damage to the environment if developed upon.
- (3) To preserve the natural amenities offered by the natural water systems and heritage resource features in the Town.

9.3 Policies

- (1) The uses permitted on lands within the Environmental Protection designation as shown on the Land Use Schedule shall be limited to conservation of soil and wildlife, non-intensive outdoor recreation uses such as cross country skiing, hiking, etc., dams and other water control devices, non-intensive agricultural uses, nurseries, forestry, reforestation, boat anchorages and moorings. Agricultural and forestry operations should maintain the unique natural characteristics of such lands and must not contribute to problems of erosion, flooding, pollution or the deterioration of the environment. Uses (except those noted above) involving disturbance of the soil, vegetation or stream banks, or uses that require the construction of buildings greater than 9.0 square metres (or approximately 100 square feet), shall not be permitted. Buildings shall not be permitted in floodplains, unless in compliance with the floodplain policies of this Plan.
- (2) The placement or removal of fill whether originating on site or elsewhere shall not be permitted, except where such fill is intended for flood or erosion control, duly

- approved by Town Council. Council may adopt a Site Alteration By-law pursuant to Section 142 of the *Municipal Act* in this regard.
- (3) Consideration to permit uses from an abutting designation in an Environmental Protection designated area may be reviewed through an amendment to the local zoning by-law. Council may consider a rezoning without the need for an Official Plan amendment to allow uses and development permitted in the abutting designation after taking into account:
 - (a) the adjacent land use designations;
 - (b) the nature, extent and potential impact of any physical hazard. An applicant may be required to provide any information that Council, considers necessary to determine that a physical hazard does not exist or will not have an impact on the proposed development (e.g., engineering study, environmental impact study, geotechnical study, or site elevation plan by an Ontario Land Surveyor);
 - (c) the impact on natural heritage features in accordance with the general development policies of this plan;
 - (d) the proposed methods by which the above impacts may be overcome in a manner consistent with accepted engineering techniques and resource management practices.
 - (4) Council may recognize non-conforming uses and allow for their continuation. Any expansion of a non-conforming use may be permitted subject to the policies in subsection (3) above and the floodplain policies.
 - (5) It is Council's intention that any dredging, filling or alteration of the shoreline or any watercourse or water body shall not be permitted without the approval of Council in consultation with the Ministry of Natural Resources and Renfrew Power Generation.
 - (6) Council intends to assist the Ministry of Natural Resources in notifying the public that Ministerial approval is required for any diversion, channelization, construction of impoundment or any other modification of watercourses in accordance with *The Lakes and Rivers Improvement Act* and the *Public Lands Act*.
 - (7) Where development is proposed adjacent to a watercourse, Council intends to protect the fisheries environment by restricting the removal of the bank vegetation. Council intends to consult with the County of Renfrew in this regard and shall consider the use of site plan control and development agreements to regulate development.
 - (8) In the absence of more detailed mapping, the boundaries of the Environmental Protection designation, as shown on the Land Use Schedule, will be used as guides for the preparation of zoning by-law provisions. When more detailed

mapping becomes available, the Town will amend this Plan and the implementing zoning by-law as required.

- (9) Consents for conveyance may be granted for those uses permitted under this Section, as further provided under Section 15.0 Land Division Policies.

- (10) There are areas within the Town where sensitive marine clays may be encountered. These clays become unstable and prone to failure when heavily saturated. Council, therefore, may require that, where deposits of marine clays are identified or encountered, development applications adjacent to river and stream corridors be accompanied by a geotechnical report or study prepared by a qualified geotechnical engineer indicating how development can be safely accommodated. The scale of the report or study will depend on the scale of the development and the severity of the hazard.

10.0 PARKS AND RECREATION

10.1 Introduction

The lands designated Parks and Recreation apply to parks, natural areas and the Renfrew Millennium Trail.

10.2 Objectives

- (1) To ensure the parks and open spaces add to the quality of life of the residents of the Town.
- (2) To promote improvements to the parks in the Town.

10.3 Policies

- (1) The Parks and Recreation designation shall permit a range of active and passive recreational uses. This shall include playgrounds, athletic fields, fairgrounds, natural parks, open spaces, recreational trails, arenas, swimming pools, picnic areas, beaches and other similar uses. The implementing zoning by-law may further classify these uses.
- (2) No buildings or structures shall be permitted in the Parks or Recreation designation unless created for purposes incidental and accessory to recreation purposes or those erected for a primary public use. Regardless of purpose, no building shall be erected on lands subject to flooding or have unstable soils or steep slopes.
- (3) The Town will endeavour to provide adequate community recreational facilities to meet the needs of the population.
- (4) The Town will require development or redevelopment applications for commercial or industrial purposes to dedicate up to two per cent of such lands to the municipality for park or other public recreational purposes under the authority of Section 42 of the *Planning Act*.

For residential plans of subdivision, condominium, and consent applications, the Town will require as a condition of approval, 5% of the land proposed for development be conveyed to the Municipality for park or other public recreational purposes, as also set out in Section 51.1(1) of the *Planning Act*. In other forms of residential development the same dedication may be required.

- (5) Pursuant to Section 42 of the *Planning Act*, as a condition of development or redevelopment of land, Council may, by by-law applicable to the whole Town or to any defined area or areas thereof, require that land proposed for development or redevelopment for residential purposes convey 5 percent of the land to the Town for park or other public recreational purposes, or cash-in-lieu of the conveyance.

- (6) Where it is deemed inappropriate to accept parkland, the Town shall accept cash-in-lieu of land with payment based upon property market values and without limiting its application, cash-in-lieu of parkland may be used:
 - (a) where the parcel to be conveyed is too small or of an inappropriate shape to be properly used as a park;
 - (b) when adequate accessible parkland is already available or is being offered elsewhere in the neighbourhood and can be used to serve the subject area;
 - (c) where no suitable park site can be found in the neighbourhood;
 - (d) where it would be more appropriate to accept cash-in-lieu to expand an existing park or acquire another park site in the vicinity that may serve the subject area.
- (7) All money received by the Town as cash-in-lieu of land, and all proceeds from the sale of lands initially acquired as parkland, shall be held in a special account and used only for the acquisition of land for park purposes, or to improve or develop land for park purposes, or to acquire land for other public purposes.
- (8) Lands possessing inherent physical hazards will not necessarily be considered as part of the parkland dedication. In some instances where the hazard may be of a minor nature and where its improvement would not detract from the natural environment, such improved hazard land may be acceptable, with the approval of Council, for public open space. Further, all lands dedicated to the Town shall be conveyed in a physical condition satisfactory to the Town.
- (9) The Town has prepared a Master Plan for Parks, Recreation and Culture. The Master Plan will be reviewed when development is proposed to determine whether the amount, location and types of parks, open spaces, trails and facilities are adequate to serve the existing and new population. Where new parkland is determined to not be required the Town will require cash-in-lieu of parkland in accordance with Section 10.3(4).
- (10) It is intended that the Town's Recreation Department will assume a coordinating role in the provision of leisure services, recreational facilities and parks.
- (11) Where any lands designated for park or recreation are under private ownership, this Plan is not intended to indicate that this land will remain as park or recreation land indefinitely, nor shall it mean that land designated as park or recreation in private ownership is free and open to the general public, or will be purchased by the Town.
- (12) The Town recognizes the value of the Millennium Recreational Trail and the Algonquin Recreation Trail.

- (13) The Town may consider further recreational trail development as a means of connecting and linking parks and open spaces with existing residential areas and new development areas.
- (14) Development applications adjacent to the Bonnechere River will be required to preserve waterfront green space. Based on the development specific situations, the Town may request waterfront parkland dedication in accordance with the policies of Section 10.3(4). Lands that are associated with a hazard (such as unstable slopes or flood plains) may be requested to be dedicated to the Town, but would not be included in the parkland dedication calculation.
- (15) New lot creation and new development adjacent to County Trails shall not negatively impact County trail right-of-ways and will ensure that appropriate grading and drainage is implemented to direct stormwater away from the County right-of-way. All structures should be located at least 7.5 metres from the limits of a County trail right-of-way and this requirement is to be implemented through local zoning by-laws. The creation of a new lot that would require access across a trail will generally not be supported.
- (16) In considering the redevelopment of vacant rail beds, the Town may use the larger tracts of land adjacent to a proposed trail for the purposes of developing parks/hubs, or other public recreational uses.
- (17) Lands designated as parks and recreation may also be used for the purposes of the abutting land use designation. For example, the larger tracts of land adjacent to the County trail could be used for residential or commercial uses, where deemed appropriate by the County and the Town, and where the core function of a multi-use trail is not negatively impacted.

11.0 DESIGNATED GROWTH AREA

11.1 Introduction

This designation applies to vacant lands which may be suitable for future growth and development.

11.2 Objectives

- (1) To identify vacant lands for future growth and development.

11.3 Policies

- (1) Uses permitted in the Designated Growth Area will be limited to existing uses, forestry, agriculture, open space and conservation uses.
- (2) No lands designated as Designated Growth Area shall be developed without an amendment to this Plan and the implementing zoning by-law. Any application for amendments shall be accompanied by a justification study prepared by a qualified consultant outlining the servicing and storm water management plans, a comprehensive review as defined by the Provincial Policy Statement, and justifying the proposed land uses in terms of all servicing requirements (municipal water and sewer, roads, and all other utilities) and land use compatibility.
- (3) Any development of these lands shall occur as a logical extension of existing municipal services and development patterns.
- (4) Any development of these lands will be serviced by municipal water and sewage services.

11.4 Policy Exceptions

- (1) Designated Growth Area – Exception One

Notwithstanding any policy of this Plan to the contrary for the lands located in the Designated Growth Area – Exception One designation within Part of Lots 9 and 10, Concession 1, any application for an amendment to this Plan shall be accompanied by an Environmental Impact Study (EIS) prepared under Section 2.2(16) of this Plan. The purpose of this EIS will be to assess the potential for a significant wildlife habitat on the subject lands and to determine the impact, if any, of the proposed development on this natural heritage feature and to recommend any mitigation measures that would need to be taken.

12.0 WATER, WASTEWATER, STORMWATER AND UTILITIES

12.1 Introduction

The Town owns and operates a sewage treatment plant and water treatment plant, both of which have excess capacity for future growth in the Town.

It is the intent of this Plan that all new growth in the Town takes place on full municipal water and sewage services.

12.2 Objectives

- (1) To maintain sufficient capacity in both public water and sewage systems and facilities to provide for future growth.
- (2) To direct new growth in the Town to lands serviced by public water and sewage systems.
- (3) To discourage incompatible development in areas surrounding water and sewage systems and facilities.
- (4) That these services be provided in a manner that is feasible, financially viable, and that complies with all regulatory requirements.
- (5) That these services be integrated into land use considerations at all stages of the planning process.
- (6) That these services be designed and constructed for energy efficiency.

12.3 Policies

- (1) Utility installation is permitted in every land use designation. Where new or redeveloped utilities/infrastructure is proposed, it will be designed to be visually in keeping with the character of the surrounding area.
- (2) In new subdivision development, the proponent of the development shall be required to install, or arrange to have installed, high-speed internet (fiber or suitable alternative).
- (3) In new subdivision development, utility and transmissions lines are to be installed underground to minimize their visual impact.
- (4) Developers are responsible for the cost of installing all services in new developments and will be required to contribute to the costs of trunk mains and of lighting for access roads. Servicing easements shall be provided, as necessary, and developers should provide for these when preparing plans.

- (5) Development applications that include the construction of new sewage, water, and/or stormwater infrastructure should be supported by a study to demonstrate that the proposed development and infrastructure is energy efficient and is financially viable over its life cycle. The report can be utilized as part of a municipality's asset management planning.
- (6) Stormwater Management Plans
- (a) Renfrew shall require the use of stormwater management facilities for new development, where appropriate, to mitigate development impacts on stormwater quality and quantity. The Town will promote naturalized stormwater management facilities (i.e. natural on-site design features integrated into the landscape that promote ground infiltration and does not require town infrastructure). Stormwater management facilities shall, where possible, be integrated with parks, open spaces, trails and linear recreational resources. Planning for stormwater management shall:
- i. Minimize, or, where possible prevent increases in contaminant loads;
 - ii. Minimize changes in water balance and erosion;
 - iii. Not increase risks to human health and safety and property damage;
 - iv. Maximize the extent and function of vegetative and pervious surfaces; and
 - v. Promote stormwater management best practices, including stormwater attenuation and re-use, and low impact development.
 - vi. Address Ministry of the Environment Guidelines and any other provincial or federal approvals that may be required.
- (b) Stormwater Management Plans will be implemented through site plan control and/or the subdivision process.
- (c) A stormwater management plan or report must be reviewed and approved by MTO for those developments located adjacent to or in the vicinity of a provincial highway, where drainage would impact a highway downstream.
- (d) A stormwater management plan or report must be reviewed and approved by the County of Renfrew Public Works and Engineering Department for those developments located adjacent to or in the vicinity of a County road, where drainage would impact a County road downstream.
- (7) Servicing Policies
- (a) Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas. Intensification and redevelopment within settlement areas on existing municipal sewage services and municipal water services should be promoted, wherever feasible.
- (b) All new development shall be serviced with full municipal water and sewage services, except where municipal sewage services and municipal water services are not provided or not feasible to be provided, individual on-site sewage services and individual on-site water services may be used provided

- that site conditions are suitable for the long-term provision of such services with no negative impacts. These services may only be used for infilling and minor rounding out of existing development.
- (c) Partial services shall only be permitted in the following circumstances:
- i. Where they are necessary to address failed individual on-site sewage services and individual on-site water services in existing development; or
 - ii. To allow for infilling and minor rounding out of existing development on partial services provided that site conditions are suitable for the long-term provision of such services with no negative impacts
- (8) The Town of Renfrew source water for the treatment facility comes from the Bonnechere River. An area labeled “Water Intake Protection Zone” has been identified on Appendix 1 “Hazards and Natural Features”. Development within and adjacent to this area will be carefully reviewed to ensure that the quality of water is not diminished. The Town may request certain studies/reports to ensure the protection of the source water. Development that may have a negative impact on the quality of source water will not be approved.

13.0 TRANSPORTATION

13.1 Introduction

The road network is extremely important for the safety and convenience of residents of the Town. Provincial highways, County and Town roads form the network of public roads.

The Transportation policies are intended to promote the creation and maintenance of a safe and efficient road system within the financial capability of the Town, and to ensure cooperation with the Ontario Ministry of Transportation.

Highway 17, part of the Trans-Canada Highway System, and a Core Route in the National Highway Network, provides a major connection, to the Town of Renfrew and through the County of Renfrew, between eastern and western Canada and is a critical component of the provincial highway system. This Plan recognizes that the continued extension of a 4-laned Highway 17 is critical to promote economic growth and enhance safety as people travel through the County. The loss of the east/west rail corridor between Ottawa and North Bay has made Highway 17 the primary means of east/ west travel to the Town.

13.2 Objectives

- (1) To maintain the safety and efficiency of the road system.
- (2) To ensure that all new development has suitable and legal access.
- (3) To encourage the continued maintenance of Provincial and County roads in order to promote and encourage the industrial, commercial and service oriented growth of the Town.
- (4) To consider, where appropriate, a “complete streets” approach to road building and maintenance whereby a road is designed for use by people of all ages, abilities and modes of travel (e.g., walking or cycling).

13.3 Policies

- (1) The classification of roads in the Town are shown on Appendix 2 and defined as follows:
 - (a) Arterial roads: Minimum right-of-way 30.0 metres
Function: To serve the major flow of traffic between major areas of the Town by primarily providing for the movement of traffic as opposed to providing access to abutting land uses.
 - (b) Collector roads: Minimum right-of-way 26.0 metres.

Function: To combine service to through traffic and access to abutting land uses in urban areas by primarily collecting traffic from the local roads and delivering it to the arterial roads.

- (c) Local roads: Minimum right-of-way 20.0 metres.
Function: To provide direct access to local properties and deliver local traffic to the collector roads.

- (2) Development applications that include the construction of new roads should be supported by a study to demonstrate that the proposed development and infrastructure is financially viable over its life cycle. The report can be utilized as part of a municipality's asset management planning.

- (3) For new road construction design and ongoing road maintenance, the Town may consider, where feasible, active transportation features. The Town will also consider, where appropriate, a "complete streets" approach to road building.

- (4) Intersection Improvements

No development or redevelopment of lands shall be approved close to an intersection which is scheduled for improvement until this improvement has been sufficiently designed to determine the land required for such improvement.

It is intended that, wherever possible, as traffic conditions warrant, improvements in the form of jog elimination, sight triangles, regulation of turning movement, proper signing, installation of traffic signals, marking of traffic lanes and channelization instruction will be undertaken.

- (5) Access to Developments

Unless specified otherwise in this Plan, development shall only be permitted if access to a public road of adequate width and standard acceptable to the Town is available or established as a condition of approval.

The location of an access driveway should not create a traffic hazard because of its concealment by a curve, grade or other visual obstruction. Access driveways should be limited in number and designed as to minimize the dangers to vehicular and pedestrian traffic in the vicinity.

- (6) Land Acquisition for Roads Purposes

Where land is required for road widening, road extensions, road rights-of-way, intersections or railway crossing improvements, such land shall be obtained by the appropriate agency in the course of approving plans of subdivision, development applications and consents for land severances. Any proposals to widen, extend, or improve roads in the Town should take into account the scenic factors and natural attributes of the adjacent lands, particularly trees which may be on or near the road allowance.

- (7) Planning authorities shall not permit development in planned transportation, servicing, or utility corridors that could preclude or negatively affect the use of the corridor for the purposes(s) for which it was identified. New development proposed on adjacent lands to existing or planned corridors should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, mitigate or minimize negative impacts on and from the corridor facilities

13.4 Classifications

(1) Provincial Highway

Provincial highways generally carry large volumes of traffic between major generators of traffic at high speeds and under free flowing conditions with access restricted to grade-separated intersections. The Ministry of Transportation has jurisdiction over Highway 17 (a Class I Freeway/Expressway), Highway 60 and Highway 132 (Highways 60 and 132 are maintained by the Town of Renfrew under a connecting link agreement). New development adjacent to Highway 17 must satisfy all requirements (including access) of the Ministry of Transportation. Ministry access permits/approvals are required prior to the commencement of construction of any developments proposed within the MTO permit control area.

Early consultation with the MTO is encouraged to ensure the integration of municipal planning initiatives with provincial transportation planning.

Highway 17 is designated as a proposed freeway. Any proposal with close proximity to a provincial freeway has a potential for noise impacts. The Ministry of Transportation will not be responsible for any impact, inclusive of noise and vehicle light impact that the highway may have on the subject properties and that MTO will not construct any works to abate those impacts. It will be the responsibility of the owner/developer of the proposed subdivision to ensure that noise levels are consistent with provincial objectives, and if necessary, that adequate noise control measures are applied.

(2) County Roads

There are three County roads within the Town of Renfrew: County Road 6 (Gillan Road), County Road 20 (Bruce Street) and County Road 52 (Raglan Street). Any development that proposes access to or frontage on, County roads shall satisfy the requirements of the County of Renfrew Public Works & Engineering Department. The intersections of Bruce St. & Stewart St. Raglan South & Hall Ave., and Gillan Rd. & O'Brian Rd. are also under the jurisdiction of the County of Renfrew.

(3) Municipal Roads

The Town is responsible for municipal roads.

Where a road is required to be upgraded, a professional engineer shall design and supervise the upgrading of the road at the expense of the developer. Council may assume or bring the road up to standard under local improvement provided all property owners abutting the road sign the petition for local improvement purposes.

The creation of a new road or a minor extension of an existing public road may be undertaken, subject to the approval of Council. A professional engineer shall design and supervise the construction of the road at the expense of the developer. Once the construction is completed, the road shall be dedicated by the developer and assumed by the Town.

The Town will continue to undertake a program of maintenance and improvement for Town roads and will encourage the continued maintenance and improvement of roads under other jurisdictions.

14.0 LAND DIVISION POLICIES

14.1 Introduction

There are two methods of subdividing land in Ontario; the consent process and the subdivision process. The subdivision process provides a more rigorous review of complex development issues on a comprehensive basis. Consents should only be approved when the more rigorous review of the subdivision process is not necessary.

The Committee of Adjustment of the Town of Renfrew is the approval authority for consents in the Town. The County of Renfrew is the approval authority for plans of subdivision.

14.2 General Policies

- (1) Prior to considering the merits of a consent, the Town's Committee of Adjustment shall be satisfied that a registered plan of subdivision is not necessary for proper and orderly development. A registered plan of subdivision will be the method of dividing land where,
 - (a) A significant number of new lots would be created;
 - (b) New public roads, other than minor public road extensions are proposed;
 - (c) The expansion or extension of municipal services is required;
 - (d) Extensive investigations regarding such matters as hydrogeology, surface drainage or environmental impact will be required;
 - (e) The entering into of a subdivision agreement with the Town is required; or
 - (f) The future development potential of the retained lands or the adjoining lands would be adversely affected by the proposed consent(s).
- (2) The approval authority shall be satisfied that a consent is in the public interest and that it is not premature in terms of development patterns in the area.
- (3) Where a development proposal abuts an existing Provincial Highway, a County Road or a Local Municipal Road, the lands that are required to provide for the widening of the roadway may be acquired as part of either the consent process or the subdivision process.

14.3 Consent Policies

- (1) A consent for a new lot or lots, including any retained lot(s) or parcel(s), shall conform to the land use designations shown on the Land Use Schedule~~(s)~~ and the policies of this Plan and the implementing zoning by-law.

- (2) Consents will be granted only when all parcels involved, including all retained parcels, abut and have direct access to an existing public road maintained on a year-round basis and of a standard of construction acceptable to the relevant road authority.
- (3) The incremental creation of lots by consent (e.g., 3 or 4 lots at a time) shall be discouraged.
- (4) Consents are considered the preferred method of subdividing land where small land holdings preclude the need for a plan of subdivision or where infilling between existing development is proposed.
- (5) Consents will only be granted when the proposed lots can be adequately serviced by existing municipal services and will not create an undue extension of any service. In areas where municipal services are not available, consents will only be granted when it has been established that there is a sufficient potable water supply and the site is suitable to permit the installation of a private sewage disposal system. The Town of Renfrew will comment on applications for new lots that are not serviced by municipal water and sewer.
- (6) Consents may be granted for boundary adjustments, correction of title, leases, easements, rights-of-way, and other purposes which do not create separate lots. Such consents will be evaluated on their own merit, in accordance with the policies of this Plan.
- (7) Consents may be granted for lot additions provided the lot to be added to, together with the lot addition, or any retained parcels of land, are not undersized or irregularly shaped for the purpose for which they are to be used. Where it is not possible to create a standard size lot resulting from a lot addition, the approval authority may grant consent provided the retained land is not rendered undersized. Consents for lot additions shall not be considered new lots in terms of determining the number of lots previously created by consent.
- (8) In cases where a rezoning is required, the amending zoning by-law will be in force prior to the finalization of the consent.
- (9) The granting of consents shall be conditional upon the submission of a reference plan prepared by an Ontario Land Surveyor, unless a registerable description is available and acceptable.
- (10) The granting of a consent may be conditional upon the entering into of a development agreement between the owner and the Town.
- (11) The granting of a consent may be conditional upon a maximum of five percent parkland dedication or cash-in-lieu of the conveyance.
- (12) The granting of a consent shall be conditional upon the planting of a tree on the proposed lot. The tree species will be to the satisfaction of the Town.

- (13) In reviewing consent applications, the Committee of Adjustment shall have regard for:
- (a) the impact upon and adequacy of municipal or on-site services, utilities and community facilities;
 - (b) compatibility with adjacent land uses;
 - (c) the adequacy of site and road access and the impact upon existing or planned transportation facilities;
 - (d) conformity with Official Plan policies, zoning by-law and other municipal by-laws;
 - (e) the creation of an orderly development pattern;
 - (f) the requirements or comments from other Town and public agencies or authorities;
 - (g) the size and shape of the parcel created and the residual parcel and the effect upon proposed and existing uses;
 - (h) previous consents granted on the land holding or in the area;
 - (i) precedents created.

14.4 Plans of Subdivision/Condominiums

The County of Renfrew processes and approves plans of subdivision and plans of condominium. The Town must, however, approve of each plan of subdivision to the County, pass any necessary Zoning By-law amendment, and enter into a subdivision agreement. Where it has been deemed that a plan of subdivision or a plan of condominium is required for the orderly development of lands, the following policies shall be considered:

- (1) A proposed plan of subdivision or a plan of condominium shall conform to the designations shown on the Land Use Schedule and the policies of the Plan, and the provisions of the implementing zoning by-law.
- (2) Any pre-designated area of national, provincial, or local historical significance shall be protected from any possible negative impacts resulting from subdivision development.
- (3) A plan of subdivision or a plan of condominium shall not be recommended for approval unless all lands intended to be used as building sites can be used safely for building purposes without danger from flood or other inundation or other adverse conditions so as to be a danger to the health and safety of the present and future ratepayers of the Town.

- (4) In determining which areas are suitable for development, several reports, either singly or together, may be required by Council or a reviewing agency during the review of the plan of subdivision or plan of condominium and prior to draft approval or approval of any required Official Plan amendment. The approval authority reviews and may consult with other agencies on the proposed plans of subdivision or condominium to ensure that they have due regard for the Provincial Policy Statement.
- (5) Roads within a proposed plan of subdivision will be assumed by the Town and shall directly access a public road which is maintained year round so as to ensure ready accessibility for school buses, ambulances, fire trucks and other essential service vehicles. A minimum of two access points is considered desirable to a publicly maintained open road allowance.

Plans of condominium may be approved utilizing common access for the condominium owners, other than a public road.

- (6) A plan of subdivision shall be provided with direct access to a road developed to the standards of the relevant road authority.
- (7) Any proposed lot may not landlock any parcel of land and must be designed to allow for the integration with future development.
- (8) Upon draft approval of a plan of subdivision or plan of condominium by the County of Renfrew, the developer shall be required to enter into an agreement with the Town covering (but not limited to) the following items:
 - (a) road requirements;
 - (b) sidewalk requirements;
 - (c) drainage requirements;
 - (d) access requirements;
 - (e) financial requirements;
 - (f) servicing requirements;
 - (g) parkland requirements; and
 - (h) phasing requirements.
- (9) Where land being developed by a plan of subdivision or plan of condominium abuts a Provincial Highway or County Road, the relevant road authority will be circulated for comments.
- (10) Council will encourage the inclusion of a variety of dwelling types in all subdivisions and more specifically multiple residential dwelling units.

- (11) The approval of a plan of subdivision shall be conditional upon the planting of a tree on each of the proposed lots. The tree species will be to the satisfaction of the Town.
- (12) Where a draft plan of subdivision is proposed abutting or in the vicinity of a provincial highway (Highway 17 corridor), the layout of the subdivision should be designed such that the lots back onto the provincial highway and front onto a local internal road. Subdivision layouts where a local road runs parallel to a provincial highway, with no lots between the local road and provincial highway, often restrict the province from effectively acquiring land for future highway improvements. Ideally, rear yards should back onto a provincial highway.

14.5 Industrial Subdivision

In addition to any applicable policies listed above, the following policies shall apply to industrial subdivisions.

- (1) The site is evaluated to determine its suitability for industrial uses. In assessing suitability, various environmental studies on drainage, noise, and air pollution, if deemed necessary by Council and/or the appropriate agency, will then be prepared and reviewed;
- (2) Waste disposal provisions will be implemented in co-operation with the Ministry of the Environment or applicable approval authority, through:
 - (a) conditions in the Certificate of Approval;
 - (b) notification on title for land use; and
 - (c) use permits.

15.0 IMPLEMENTATION AND INTERPRETATION

15.1 Introduction

The Town of Renfrew Planning Advisory Committee is a body established by Council to be responsible for the preliminary review of all Official Plan and Zoning By-law Amendments, plans of subdivision and all other planning activities in the Town.

15.2 Official Plan Review and Amendments

Change is inevitable and this Plan may be amended to reflect new community directions and needs.

- (1) Town Council shall review the Official Plan and when necessary amend the Plan in accordance with the *Planning Act*.
- (2) As part of any legislated review, selective amendments to the policies of this Plan shall be made to reflect changing Provincial legislation or regulations, so that the policies of this Plan will remain consistent with Provincial policies.
- (3) Town Council may consider other amendments to this Plan at the request of other levels of government, private individuals, corporations or organizations.
- (4) Amendments to this Plan shall be consistent with the general intent of the goals and objectives of this Plan, and may provide justification on the basis of need and accepted land use planning principles.
- (5) The Town will ensure the amendments to this Plan are only considered after appropriate public notice and consultation takes place and that adequate information is made available to allow the public to understand proposed changes.
- (6) The Town will also consult with appropriate public agencies to receive their advice on proposed changes in which they have an interest.
- (7) Where amendments to the Official Plan are for the correction of typing errors, technical errors, or metric conversions, no public meeting or notice is necessary.
- (8) Where there are changes to the proposed Official Plan amendment as a result of a public meeting, Council may wish to hold another meeting to obtain further public input.

15.3 Zoning By-laws

The Zoning By-law will be the primary means of implementing the policies of this Plan. Council may impose conditions to the passing of a zoning by-law under section 34 of the *Planning Act*.

The Zoning By-law shall be amended within 3 years of the adoption of a 5-year Official Plan update pursuant to Section 26 of the *Planning Act* so as to bring the Zoning By-law into conformity with the Official Plan.

When/if Provincial regulations come into effect regarding “Zoning with Condition” the Town may utilize conditions to achieve the Goals and Objectives listed in this Plan in accordance with the regulations.

15.4 Holding Provisions

- (1) Where the use of land for a particular purpose has been established but details related to design, servicing, phasing, environmental considerations and other matters have not been completely resolved, Council may apply holding provisions within the zoning by-law as provided under Section 36 of the *Planning Act*. At the time of rezoning to the holding category, Council shall identify the criteria for development that are to be met at a later date. The criteria may include the phasing of development or the completion of any necessary agreements. Council may consider additional criteria beyond those specified in this Plan as deemed necessary for a particular development, provided they are specified at the time of rezoning by way of a Council Resolution, an explanatory note to the by-law amendment or other appropriate means.
- (2) The holding provision shall be applied by the use of a holding symbol “h” in conjunction with the appropriate zone symbol denoting the eventual use of the lands.
- (3) Prior to removing a holding symbol, Council shall be satisfied that all the necessary criteria have been met. Subdivision and development agreements may be used as a means of satisfying Council that removal of the holding provisions is appropriate.
- (4) Under the holding provisions, interim or passive uses such as open space, conservation and existing uses will be permitted.
- (5) An amending By-law removing the holding symbol shall not require the full public participation process with mechanism for appeal as outlined in Sections 34(11) and 34(25.1) of the *Planning Act*. Council shall give notice of its intention to pass an amending By-law to persons and agencies prescribed by regulation made under the *Planning Act*. When the holding symbol “h” has been removed, the land use provisions of the appropriate zone shall apply.

15.5 Increase in Height and Density By-law (Bonus Zoning)

- (1) Pursuant to Section 37 of the *Planning Act*, the Town may pass a by-law to allow an increase in the height or density of a development beyond that otherwise permitted in the Zoning By-law in return for the provision by the developer of facilities, services or matters of public benefit as are set out in the by-law. These may include, but are not limited to, the following:

- (a) the provision of a wide range of housing types, including special needs and affordable housing, that meets the needs of all the residents of the Town;
 - (b) the preservation of areas or buildings of architectural or historical significance;
 - (c) the preservation of woodlots or environmentally significant areas which would not be accepted as parkland dedication;
 - (d) the provision of public parking;
 - (e) the provision of energy efficient buildings;
 - (f) the rehabilitation or redevelopment of any potentially contaminated sites (brownfields)
 - (g) the provision of community and open space facilities such as waterfront improvements, daycare centres, schools, community centres, recreational facilities and other municipal facilities.
- (2) The owner of the land may be required to enter into an agreement with the Town dealing with the facilities, services or other matters. The agreement may include provisions for security and timing.
- (3) A by-law to permit an increase in height or density will only be considered if the proposed development can be supported adequately on the property and is compatible with adjacent land uses.
- (4) A by-law to permit an increase in height or density will contain the provisions of the applicable zone on the property and the new height and/or density provisions. The by-law will also specify the facilities, services and matters that are required.

15.6 Interim Control By-laws

- (1) Interim Control By-laws may be passed by Council, in accordance with the provisions of Section 38 of the *Planning Act*, for the purpose of controlling the use of land, buildings and structures within specifically identified areas for a specific period of time (i.e. not exceeding one (1) year in length with provision for extending the time period for a total time period of not more than two (2) years).
- (2) Prior to passing an Interim Control By-law, it is first necessary for Council to pass a resolution directing that a review or study be undertaken in respect to land use planning policies in the Town or in any area or areas thereof. It is intended that any Interim Control By-law be passed in order to adequately control development in a designated area or areas while the review or study is being completed.

- (3) Where an Interim Control By-law ceases to be in effect, Council may not for a period of three (3) years pass a further Interim Control By-law that applies to any lands to which the original By-law applied.

15.7 Temporary Uses

- (1) A Temporary Use By-law is a by-law passed by Council for the purpose of allowing a use that is otherwise prohibited by that municipality's zoning by-law. The by-law must define the land or lands to which it applies and it shall prescribe the period of time during which it is in effect, in accordance with the *Planning Act*.

The following criteria shall apply for a Temporary Use By-law:

- (a) Temporary Use By-laws shall not be passed for the purpose of permitting uses that are not in conformity with this Plan.
- (b) The proposed use shall be compatible with the surrounding land uses.
- (c) Required services shall be adequate for the proposed use.
- (d) Access and parking shall be appropriate for the proposed use.

15.8 Minor Variances

- (1) The Committee of Adjustment shall be guided by the intent of this Plan, the zoning by-law, and the *Planning Act* when considering requests for a minor variance from one or more of the provisions or standards of the zoning by-law.
- (2) The Committee of Adjustment, when considering minor variance applications and when applying the tests prescribed in this Section and the *Planning Act*, shall have before it sufficient and adequate information upon which to make an informed decision.
- (3) In considering an application for a minor variance, the Committee of Adjustment shall be satisfied that the application meets each of the four following criteria:
 - (a) it is consistent with the intent of the Official Plan;
 - (b) it is consistent with the character of the surrounding land uses;
 - (c) it is consistent with the intent of the local zoning by-law; and
 - (d) it is minor in nature.

15.9 Legal Non-Conforming Uses

- (1) This Plan is not intended necessarily to prevent the continuation, expansion, or enlargement of uses which do not conform to the designations and provisions of this Plan.

In considering proposed extensions or enlargements of land, buildings, or structures containing non-conforming uses, the Committee of Adjustment shall have due regard for the following considerations:

- (a) the proposed extension or enlargement is not in a flood plain;
- (b) such land, building or structure will continue to be used in the same manner and for the same purpose as it was used on the day that the By-law was passed;
- (c) the proposed extension or enlargement shall not unduly aggravate the situation created by the extension of the use;
- (d) the proposed extension or enlargement is in an appropriate proportion to the size of the existing non-conforming use;
- (e) the characteristics of the existing non-conforming use and proposed extension and enlargement are considered to be generally compatible with adjacent uses and the general district and the use is not obnoxious or injurious;
- (f) no adverse impact would result on municipal services, community facilities, the transportation system or natural environment;
- (g) adequate parking, loading and on-site amenities and facilities are provided.

Expansions of a non-conforming use shall be permitted only within the limits of the land owned on the day of the adoption of this Plan.

15.10 Community Improvement

- (1) The Community Improvement policies of this Plan are enabling policies under the *Planning Act*. The entire Town of Renfrew is designated as a Community Improvement Areas for which detailed Community Improvement Plans may be prepared. Community Improvement Plans (CIP) are created for various situations where there is an identified community need. The implementing and project specific Community Improvement Plan Project Area by-laws may be passed by a Council pursuant to the provisions of this Plan and in accordance with the provisions of the *Planning Act*. The provision of financial assistance in a Community Improvement Plan will be at the discretion of Council. Community Improvement Plans can be adopted for the following criteria:

- (a) A need to improve municipal services such as roads, sidewalks, street lighting, parking, sewers, water supply, parks and recreation, community facilities, the waterfront areas or streetscaping. Improvements may apply to some or all of the listed services.
 - (b) The cleanup and redevelopment of brownfield properties (if applicable) will be facilitated.
 - (c) The phasing of improvements corresponds to the timing of improvements by the County and/or senior governments and is within the financial capability of the local municipality.
 - (d) A significant number of buildings in an area show signs of deterioration and need of repair.
 - (e) Improvements to the overall streetscape, visual appearance or aesthetics.
 - (f) Improvements will have a significant impact on strengthening the economic base of the community.
 - (g) The presence of incompatible land uses.
 - (h) Affordable housing
 - (i) Heritage conservation
- (2) The Town has adopted a CIP which has identified five ‘districts’. Within each district different financial incentives are made available.
- (a) The **Downtown Core District** consists of properties fronting on Raglan Street South, and is the most prominent component of the Town’s main street. This District is subject to the broadest range of financial incentive programs, since there is a concentration of heritage buildings and a broad range of improvement opportunities, such as accessibility, facades, signage, as well as the potential reuse of upper storey spaces.
 - (b) The **Downtown Periphery District** consists of commercial and mixed use properties located off the immediate ‘main street’ of Raglan Street South. This includes properties fronting onto Argyle Street South, Plaunt Street South, and the cluster of properties north of the core, just south of the Bonnechere River. In this District, the focus is on promoting parking area and landscaping improvements, as well as accessibility improvements.
 - (c) The **Stewart Street Commercial District** consists of commercial and vacant properties along Stewart Street, at the north end of the community. While this area was once a major commercial area, it is now in need of redevelopment and improvements to reflect its importance as a major gateway into the community, including the downtown. Accordingly, grants for property and landscaping improvements, accessibility improvements, as well as tax increment equivalent grants are applicable to promote revitalization in this area.
 - (d) The **O’Brien Road/Veteran’s Memorial Boulevard Commercial District** consists principally of commercial properties fronting on O’Brien. These properties are important because they are highly visible, and located along the Town’s principal ‘gateway’ to the downtown. Accordingly, within this

district, properties are eligible for landscaping and property improvement grants and accessibility grants to encourage improved aesthetics and promote more walkability.

- (e) A **Town-Wide District** has been identified to recognize that there may be brownfields located throughout the Town. Accordingly, the brownfield incentive programs apply throughout the Town.

15.11 Site Plan Control

Site plan control is a mechanism normally used to control design features of residential, commercial, industrial and institutional developments. Provisions for such features as off-street parking and loading, walkways, lighting, buffering, garbage storage, grading, storm water facilities and other features can be addressed.

- (1) Council shall encourage the use of the site plan control provisions of the *Planning Act* to implement the policies and provisions of this Plan and to coordinate and enhance the built environment of the local community.
- (2) Pursuant to the Site Plan Control provisions of the *Planning Act*, the entire area of the Town of Renfrew is designated as a proposed Site Plan Control Area.
- (3) The following uses will be excluded from site plan control:
 - (a) residential development of one or two dwelling units, unless the associated lands exhibit physical constraints to development or are considered environmentally sensitive;
 - (b) minor alterations or additions to a building in any zone;
 - (c) buildings and structures for flood control or conservation purposes; and
 - (d) any building or structure used for the purpose of a public service by the Town or any local board, the County, any department or agent of the Government of Ontario, and Renfrew Power Generation.
- (4) Within a Site Plan Control Area, Council may require drawings showing plans, elevation and cross section views for any building to be erected and may be required to show all the matters provided for under the *Planning Act*, including matters relating to exterior design, and facilities designed for accessibility for people with disabilities. With respect to exterior design, site plan control may address the character, scale, appearance and design features of buildings and their sustainable design, as well as sustainable design elements on the adjoining street (landscaping, permeable pavement materials, street furniture, curb ramps, waste and recycling containers, and bicycle parking facilities). Where such buildings are proposed to contain fewer than twenty-five (25) dwelling units, Council may require drawings showing plans, elevation and cross section views for such buildings only if the buildings are in areas, or adjacent to areas, which

- exhibit physical limitations or environmental hazards, such as floodplains, steep slopes, etc.; or identified natural environment features; or, of special development proposals involving reduced development standards.
- (5) The basic criteria to be used for reviewing development proposals are contained in the relevant policies of this Plan. Through the application of these policies, the municipality will seek to provide for development which, among other things will:
- (a) be functional for the intended use;
 - (b) be properly designed for on-site services and facilities;
 - (c) be safe for vehicular and pedestrian movements;
 - (d) provide compatibility of conceptual design amongst uses; and
 - (e) minimize adverse effects on adjacent properties.
- (6) Proposals subject to the provisions of this section may require the approval of plans and drawings which illustrate the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided. In accordance with the provisions of the *Planning Act*, as amended from time to time, the owner of land may be required to enter into a Site Plan Control Agreement and provide to the satisfaction of the Town such matters as:
- (a) road widening of highways that abut the land, to provide the minimum road right-of-way widths that would conform to the Ministry of Transportation Permit Requirement Area requirements;
 - (b) access to and from the land;
 - (c) on-site vehicular loading and parking facilities;
 - (d) lighting facilities of the land or any buildings or structures thereon;
 - (e) all means of pedestrian access;
 - (f) landscaping of the land;
 - (g) facilities for the storage of garbage and other waste material;
 - (h) required Municipal easements; and
 - (i) grading or alteration in elevation or contour of the land and disposal of storm, surface and waste water from the land.
- (7) Council may require the owners of lands to enter into one or more agreements under the *Planning Act*, to address all the matters contained therein.

15.12 Alternative Development Standards

- (1) Alternative urban development standards such as smaller lot frontages, narrower road right-of-way and shared service installations may be considered – normally for greenfield development or for comprehensive development – but these developments will be evaluated on a case by case basis. Minor reductions for one or a few lots for intensification purposes may be considered in accordance with the policies above for intensification. A Zoning By-law Amendment or Minor Variance may be required for this purpose.
- (2) Areas of comprehensive development using alternative standards will be subject to Site Plan Control and placed in a special zone in the implementing by-law.
- (3) Prior to the approval of development based on alternative standards, Council may adopt development guidelines that will ensure that adequate provision is made for snow accumulations and parking, among other things, in the design of the development. Parking shall be placed in the side and rear yards of residential complexes.
- (4) Council need not authorize the increased density unless the proponent provides additional parkland above the minimum five percent and/or related community facilities to Council's satisfaction in order to improve the Town's amenities, as provided under Section 37 of the *Planning Act*.

15.13 Design Guidelines

- (1) The Town may adopt design guidelines for non-residential redevelopment and new development. These guidelines may include, but are not limited to, building mass, scale, façade treatment, cladding, colour, windows, doorways, over hangs and awnings, streetscape design, lighting, signage and parking areas.
- (2) The Town may also adopt residential design guidelines for residential areas to improve streetscapes, enhance the character of the built form, and improve the relationship between the private and public realm. The guidelines are not intended to prescribe any architectural style but to suggest desirable features for new housing.

15.14 Public Works

- (1) The construction of public works shall be used to implement the policies of this Plan.
- (2) No public works shall be carried out and no by-law under the provisions of the *Planning Act* shall be passed by the Town that are not in conformity with this Plan or that will permit development that is not in conformity with this Plan.

15.15 Maintenance and Occupancy By-laws

- (1) The Town may pass a by-law establishing minimum standards of maintenance and occupancy to conserve, sustain and protect the existing and future development in the municipality; prepare Community Improvement Plans where appropriate; and take advantage of federal and provincial programs designed to upgrade and improve buildings and particularly the housing stock.

The maintenance and occupancy by-laws, applicable to all properties in the municipality may contain requirements with respect to:

- (a) garbage disposal;
- (b) pest control;
- (c) structural maintenance, safety and cleanliness of buildings;
- (d) services to buildings;
- (e) keeping properties free from rubbish, debris, weeds, abandoned or inoperative vehicles, trailers, boats, barges, mechanical equipment or material;
- (f) maintaining yards, land, parking and storage areas;
- (g) maintaining fences, swimming pools, accessory buildings and signs; and
- (h) occupancy standards.

15.16 Site Alteration and Tree Cutting By-laws

The Town may pass tree cutting, site alteration, and/or topsoil removal by-laws for all or portions of the municipality in accordance with the requirements of the *Municipal Act*.

15.17 Interpretation of the Plan

- (1) The boundaries between the land use designations on the Land Use Schedule~~(s)~~ are approximate except where they coincide with roads, railway lines, watercourses, transmission lines, lot lines or other clearly defined physical features. In these cases they are not open to flexible interpretation. However, where the general intent of the Official Plan is maintained, minor adjustments to boundaries will not require amendment to this Official Plan.

It is intended that dimensions, figures and quantities herein are not to be interpreted rigidly but rather are approximate only for general guidance in the administration of the Plan.

- (2) Office consolidations of this Plan and amendments thereto shall not require an amendment under the *Planning Act* in order to be used by Council for administrative purposes.
- (3) References to legislation imply the most recent statutes, as amended. Thus, this Plan need not be amended to maintain the applicability of such references.
- (4) This Plan shall be read with such changes of gender and grammar as the context may require.

15.18 Additional Information

In accordance with the *Planning Act*, Council may require additional information or material for applications under the *Planning Act* (Official Plan amendments, Zoning By-law amendments, Plans of Subdivision/Condominium, and Consents) and may refuse to accept or further consider an application if the information or material is not provided.

15.19 Peer Review

If inspections, assessments, reports or studies are required in support of development applications, the Town may perform peer reviews of these documents at the applicant's expense.

15.20 Pre-Consultation

Prior to the submission of an application under the *Planning Act* an applicant is encouraged to pre-consult with the approval authority. The purpose of the pre-consultation is to determine the scale and scope of any required information or material necessary to ensure the submission of a complete application. The Town may adopt a by-law making pre-consultation mandatory

15.21 Complete Application

- 1) Planning applications shall be supported by a complete application. The purpose of requiring a complete application is to ensure that Council has the necessary information to make informed decisions and/or comments on the aforementioned applications and to initiate the time frames for processing applications under the *Planning Act*.

The applications noted above must be accompanied by the information prescribed under the *Planning Act* (including the fee) and any or all information outlined below:

- a) Air Emissions Study
- b) Aggregate Impact Study
- c) Archaeological/Heritage Assessment
- d) Blasting Impact Study
- e) Environmental/Biological Survey

- f) Environmental Impact Study (EIS)
 - g) Environmental Site Assessment (Phase I and II)
 - h) Geological/Geotechnical Study
 - i) Housing Study
 - j) Hydrogeological Study
 - k) Landscaping Plan
 - l) Land Use Compatibility Assessment
 - m) Market Impact Study
 - n) Noise Impact Study
 - o) Planning Rationale Report
 - p) Public Consultation Strategy
 - q) Servicing Study
 - r) Stormwater Management Plan
 - s) Traffic Impact Study
 - t) Tree Preservation Plan/Study
 - y) Urban Design Study
 - v) Vibration Study
 - x) Financial life cycle analysis
- 2) This list of information is not intended to be exhaustive. Other information may be required by the approval authority in consultation with other agencies in response to a particular development proposal to deem an application complete. In addition, other studies may be required to address issues that arise during the processing of applications. Qualified professional consultants retained by and at the expense of the proponent shall carry out the studies. The approval authority may require peer review of the studies at the proponent's expense.
- 3) The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan.

15.22 Public Consultation

Applications for Plans of Subdivision/Condominium, Consents, Minor Variances, Zoning By-law Amendments, and Official Plan Amendments will follow the public consultation processes for giving notice and holding meetings in accordance with the requirements of the *Planning Act* and associated regulations.

Alternatives to public consultation, beyond the minimum requirements of the *Planning Act*, may be considered for major and/or controversial planning applications where deemed appropriate by Council or a committee of Council. A developer may be requested to prepare a "Public Consultation Strategy" as part of a complete application. The strategy should outline a specific process for notifying and engaging the public regarding the specific application.

15.23 Municipal Leadership Strategies

The Town may undertake certain strategies, studies or projects to achieve the objectives and goals contained in this plan. Examples include (but are not limited to):

- Active Transportation Plan
- Transportation Master Plan
- Parks / Recreation Master Plan
- Servicing Master Plan
- Highway 17 Impact Assessment
- Heritage Conservation Plan
- Economic Development Strategy
- Housing (aging population) Plan
- Climate Change Action Plan
- Asset Management Plan
- Waste Management and Diversion Plan