



Official Plan of the Town of Renfrew

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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

This Plan recognizes that lands within the Town of Renfrew lie within the traditional territory of the Algonquin People. This Plan expresses respect and support for the rich history of the Algonquin people and their many displays of friendship. This Plan recognizes all the generations of people who have taken care of this land for thousands of years. Natural Heritage features and culturally significant places that may exist within the Town hold importance for indigenous communities.

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 2051. The Plan will be reviewed as required by the *Planning Act*. The Town will need to accommodate the projected growth for residential (3,830 persons, 1,770 new households) and non-residential (21,615 sq ft for industrial, 24,165 sq ft commercial, 8,545 sq ft institutional) uses, consistent with the 2025 Land Needs Assessment.

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, 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 (Industrial) and commercial uses and alternative development standards, where appropriate;
 - c) Maintain and where possible, enhance the vitality and viability of the downtown and main street;
 - d) Pre-designate lands for employment (Industrial) and commercial uses wherever possible and appropriate;
 - e) Ensure that strategic employment areas and commercial development lands are "investment ready" (i.e. appropriate zoning, serviced and ready for site plan control).
 - f) Ensure that a sufficient supply of employment lands are available for development at all times and in appropriate locations;

- g) Promote the redevelopment of brownfield sites;
 - h) 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;
 - i) Encourage the development of home based businesses and home industries provided the proposed use is compatible with adjacent uses;
 - j) Recognize the growing importance of the tourism industry to the local economy and ensure a broad range of tourist commercial uses are permitted in the appropriate zone categories in the Zoning By-law.
 - k) Encourage the establishment of hotels and tourist accommodations within the community, using an “investment ready” approach.
 - l) Encourage the protection of the Town’s cultural heritage in order to maintain and enhance economic and tourism opportunities;
 - m) Provide appropriate recreation, parks, and open space to meet the needs of the community;
 - n) Maximize vegetation within the Town where feasible;
 - o) Promote cost-effective development patterns and standards to minimize land consumption and servicing costs.
- (3) To plan major facilities and sensitive land use to avoid, minimize or mitigate any potential adverse effect from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities.
- (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.
- (7) To plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate.
- (8) To achieve an appropriate supply of housing, the Town will strive to provide an adequate and continuous inventory of serviced land for the development of a full range of housing types and densities; to set out specific targets for affordable housing; and to use a portfolio of planning tools to facilitate residential development (e.g. community improvement, alternative development standards, zoning, intensification) for current and future residents of the regional market area.

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 Planning Statement of 2024.
- (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.

1.7 Indigenous Consultation

The Town Council will work towards building a constructive, cooperative relationship through meaningful engagement with Indigenous communities to facilitate knowledge-sharing in land use planning processes and informed decision-making. Council may, in partnership with Indigenous communities and others, develop a protocol and collaborative process for identifying, evaluating and protecting properties, cultural heritage landscapes, and archaeological resources that are of interest to Indigenous communities.

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 15 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 of the regional market area, including additional housing and needs arising from demographic changes and employment opportunities;
- (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) determine the allocation of municipal water and sanitary services for new development at the time of lot creation or zoning amendment, ensuring that sufficient reserve sewage system capacity and reserve water system capacity exists to support the development.
 - (f) promote densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.
 - (g) promote all types of residential intensification, including the redevelopment of previously developed areas which results in a net increase in residential units. Consideration may also be given to the residential use of underutilized commercial and institutional sites, in appropriate areas supported by this Official Plan, and subject to necessary planning approvals.
 - (h) Promote residential development which minimizes the cost of housing and facilitates compact form, while maintaining appropriate levels of public health and safety;
 - (i) encourage 10% of new housing units that are affordable to low and moderate income households (as defined by the Provincial Planning Statement);
 - (j) 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%;
 - (k) encourage the retention and improvement of existing housing stock in efforts to maintain existing affordable housing.
 - (l) Implement the recommendations of the “Attainable Housing Action Plan (2023)”, subject to financial ability.

(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.

It is this Plans intent to plan major facilities and sensitive land use to avoid, minimize or mitigate any potential adverse effect from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities.

Where avoidance is not possible, the Town shall protect the long-term viability of existing or planned industrial, manufacturing or other major facilities that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses is only permitted if potential adverse effects to either the proposed sensitive land use or proposed major facility are minimized and mitigated in accordance with provincial guidelines, standards and procedures.

The Town may establish separation distances, buffering requirements and other mitigating measures in the implementing zoning by-law to ensure land use compatibility. Separation distances between potentially incompatible uses, including gravel pits and quarries, farm uses, kennels, industrial uses and waste disposal sites, and sensitive land, shall generally be so regulated in the Zoning By-law. 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: Minimum Distance Separation (MDS) Document).

Where the recommended separation distances cannot be achieved in areas of infilling, redevelopment and/or transition to mixed uses is taking place, the protocol set out in Section 4.10 of the D-6 Compatibility Between Industrial Facilities and Sensitive Land Uses, shall be followed.

For the purposes of this Plan, major facilities shall include manufacturing uses, transportation infrastructure, sewage treatment facilities, waste management facilities, pipelines, industries, energy generation facilities, transmission systems and resource extraction. Sensitive land uses shall include 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 major facilities. Sensitive land uses include, but are not limited to 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

This Official Plan recognizes that Indigenous communities have lived in this area for thousands of years. As a result, Indigenous communities have a strong interest in the Cultural Heritage policies of this Plan. Efforts have been made to reflect the interests of Indigenous communities in the following policies.

Significant built heritage and cultural heritage landscapes will be conserved. The Council shall engage with the Algonquins of Ontario and other Algonquin First Nations as appropriate on matters of archaeological or cultural heritage interest. Algonquins of Ontario shall be notified if any artifacts of aboriginal interest or human remains are encountered during development.

Where archaeological assessments are required, the Town shall encourage proponents to engage with the Algonquins of Ontario and provide opportunities for Algonquin representatives to participate in archaeological fieldwork and monitoring where appropriate. Such participation may include on-site observation, monitoring, or other involvement during the implementation of archaeological assessments and

mitigation measures.

There may be significant archaeological remains of prehistoric and historic habitation within the Town. Where new development is proposed within an area which has been identified as containing known archaeological resources or having high archaeological resource potential, a development proponent shall undertake an archaeological impact assessment of the property in accordance with the archaeological assessment technical guidelines of the Province. Such assessments shall be undertaken by a qualified archeologist licensed pursuant to the provisions of Section 38 of the *Ontario Heritage Act* and shall be registered with the Ministry of Citizenship and Multiculturalism (MCM) "Ontario Public Register of Archaeological Reports". Where necessary and appropriate, adequate measures shall be undertaken to mitigate potential impacts upon identified significant archaeological resources. Impact mitigation may include either removal and documentation of the archaeological 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.

Generally, where lands are identified as having archaeological potential, an archaeological assessment prepared by a qualified individual may be required. Areas of archaeological potential include lands that contain or are located within at least one of the following:

- a. 50 meters of a known archaeological site.
- b. 300 meters of a primary water source such as a lakeshore, river or large creek.
- c. 10 meters of a cemetery dating prior to 1945 (World War II).
- d. Non-aboriginal settlement features (monuments, cemeteries).

Indigenous communities with potential interest in the area shall be consulted and provided an opportunity to participate and provide input on Archaeological Assessments related to proposed developments where aboriginal artifacts have been identified. In addition, the Indigenous communities shall be engaged and provide direction to the proponent and/or the Town should any burial sites or human remains be discovered which are to be of potential aboriginal origin.

In considering applications for new waterfront development or redevelopment on sites which have not been substantially disturbed since 1960, 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) on sites which have not been substantially disturbed since 1960. Council will require the implementation of the recommendations of an Archaeological Assessment and other recommended measures to mitigate any negative impacts on significant cultural heritage resources.

Council may also undertake the preparation of an Archaeological Master Plan. The Plan will identify and map known archaeological sites registered with the Provincial Archaeological Sites Database as well as lands within the Town that

have the potential for the discovery of archaeological resources. The plan will also outline policies, programs and strategies to protect significant archaeological 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 MEC that will provide updated archaeological site mapping and a database to the Town; and
- (2) to update any archaeological mapping and database as new archaeological sites are identified from land development and/or from the Provincial archaeological 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, in accordance with the *Ontario Heritage Act*, as amended. All new development and redevelopment permitted by the land-use policies and designations of this Plan shall strive to conserve cultural heritage resources 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*, as amended, and in consultation with the Municipal Heritage Committee, as applicable, Council may, by by-law:

- i) List properties on the Municipal Heritage Register as non-designated properties under the *Ontario Heritage Act*;
- ii) designate properties to be of cultural heritage value or interest under Part IV of the *Ontario Heritage Act*;
- iii) define the municipality, or any area or areas within the municipality as an area to be examined for designation as a heritage conservation district under Part V of the *Ontario Heritage Act*;
- iv) designate the municipality, or any area or areas within the municipality, as a heritage conservation district under Part V of the *Ontario Heritage Act*; and,
- v) Apply any other protections to property available under the *Ontario Heritage Act* (e.g., heritage conservation easements), for the purposes of conserving cultural heritage and archaeological resources.

(2) Municipal Heritage Committees (MHC)

Pursuant to Section 28 of the *Ontario Heritage Act*, as amended 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*, as amended the municipal clerk shall maintain a register of all property designated under Part IV and Part V of the *Ontario Heritage Act*, as amended. 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;
- iv) undertaking ongoing assessment of the downtown core heritage buildings to determine whether Part IV or V of the *Heritage Act* could be used to protect significant downtown heritage resources that remain unprotected; and
- v) 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, in accordance with PPS requirements, require a Heritage Impact Assessment (HIA) 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*, as amended, 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 MECP 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 MECP, 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 MECP, 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 MECP. 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 MECP 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 MECP.

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.

The Town of Renfrew is located within Ecoregion 6E and as such, it is required to identify and plan for a natural heritage system. In addition to significant natural heritage features, the Natural Heritage System shown on Appendix 3 also contains linkages and corridors. These linkages and corridors mostly follow valleylands, watercourses, wetlands and naturalized corridors and are intended to function as connections between significant 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. Development within and adjacent to natural heritage features shall not be permitted unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological function.

(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

The natural heritage system lands identified on Appendix 3 are considered to be significant habitat with a 30 m setback. Development and/or site alteration may only be permitted within a significant wildlife habitat subject to 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 3 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.

This Plan recognizes that the impacts of climate change may increase the risk associated with natural hazards such as flooding.

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
- (iii) 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

- (iii) uses associated with the disposal, manufacture, treatment or storage of hazardous substances.
- (f) Wildland Fire Hazard
The Provincial Planning Statement defines hazardous forest types for Wildland Fire as forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the province, as amended from time to time.

Development shall generally be directed to areas outside of lands that are unsafe due to the presence of hazardous forest types for wildland fire. However, development may be permitted in lands with hazardous forest types where the risk is mitigated in accordance with Wildland Fire assessment and mitigation standards as identified by the province.

Proponents submitting a planning application for lands that contain forested areas may be required to undertake a site review to assess for the risk of high to extreme Wildland Fire behaviour on the subject lands and adjacent lands (to the extent possible). A general indication of hazardous forest types for Wildland Fire is identified on Appendix 1 to this Plan. If development is proceeding where high to extreme risks for wildland fire are present, proponents are required to identify measures that outline how the risk will be mitigated.

Wildland fire mitigation measures shall not be permitted in significant woodlands, significant valleylands, significant wildlife habitat and significant areas of natural and scientific interest, unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

In order to implement any mitigation measures that may be required, the proponent may be required to enter into an agreement authorized under the *Planning Act*.

(8) Water Setback and Protection of Shoreline Integrity

The Town will strive to protect, improve or restore the quality and quantity of water using the *watershed* as the ecologically meaningful scale for integrated and long-term planning. The Town will minimize potential negative impacts on water resources, and implement any necessary restrictions on development and site alteration to:

- i. protect all municipal drinking water supplies;
- ii. protect, improve or restore vulnerable surface and ground water, and their hydrologic functions;

The Town shall plan for the efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality.

- (a) 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 the Bonnechere River and Smiths Creek to protect their hydrologic function. 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. Efforts to improve or restore hydrologic function shall be encouraged.

Where a development is proposed to decrease the minimum 30 metre horizontal setback from the high water mark of a water body, the Town shall 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 hazard or slope hazard 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 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 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 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, the maintenance of trees and vegetation, and opportunities for improvement or restoration of the hydrologic function.

(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.
- (d) The planning and development of public service facilities should consider potential impacts of a changing climate.
- (e) Public service facilities used for emergency services and disaster response should be designed to ensure the continuity of emergency services and disaster response functions in the event of a disaster or emergency, including consideration for resilience and redundancy of access, energy supply, water/wastewater supply, communications, and structural integrity.

(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 MECP. 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 are important sources of employment and commerce and may be permitted accessory to residential uses, subject to the provisions of the Zoning By-law. The Zoning By-law may include provisions to ensure that home occupations and home industries are small scale, compatible with residential neighbourhoods, whether the home occupation is within the principal dwelling or accessory structure, the types of businesses and uses permitted, as well as other matters.

(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 may be 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. Depending on the nature and reason for the EIS, the Town may require submissions to be peer reviewed by AOO and other First Nation communities.

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 & Efficiency

The Town recognizes the importance of energy conservation and efficiency 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 materials 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.
- (f) Updating and retrofitting existing municipal buildings to improve energy efficiency, air quality, and other environmental objectives.
- (g) Monitoring and applying for retrofit and new construction grants to support energy efficiency improvements to Town assets.

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

1. Council will utilize the Park Classification System as recommended in the Town's Parks, Recreation and Waterfront Master Plan.
2. Council will strive to ensure sufficient parkland is within 400 m of residential neighbourhoods.
3. When considering new development within the existing built-up area (e.g., non-greenfield, redevelopment, infill), the provision of cash-in-lieu of parkland will generally be encouraged over the provision of new parkland. Where there is an identified need for neighbourhood parks within new neighbourhoods (e.g., greenfield development, Secondary Plan areas), the Town may prioritize the provision of additional parkland to support the neighbourhood.
4. Council will strive to work with others at the local and regional level in developing collaborative partnerships in the provision of public spaces, parkland and recreation services.
5. Generally all new development involving waterfront lands shall be consistent with the Town's Waterfront Master Plan.

6. 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 safety, 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 system for the Town of Renfrew in accordance with the recommendations of the Town’s Parks, Recreation and Waterfront Master Plan, including the recommended Trail Hierarchy.
- (c) The Town may provide for the future development of a continuous trail system along the Bonnechere River waterfront and increase public access to the waterfront in accordance with the recommendations of the Town’s Parks, Recreation and Waterfront Master Plan.
- (d) Accessibility for all people may be considered in the design of the pedestrian link and recreational trail system in accordance with the Municipality’s Accessibility Plan.
- (e) New residential or mixed-use subdivisions may include a rear-yard pedestrian trail network in addition to sidewalks/multi-use paths, to the satisfaction of the Town. This trail network should connect to existing or proposed parks, or to active transportation infrastructure leading to parks, and will generally be naturalized with retained or planted trees and vegetation within and along the length of the trail

block. Trail detail and specifications shall be shown on a landscape plan approved by the Town.

- (f) Trail surface materials should generally be constructed and maintained with a natural, permeable surface (e.g., mulch, suitable granular), and user amenities will generally be provided at appropriate locations (stoop/scoop stations, seating, waste receptacles).
- (g) Where possible and where public safety and design requirements can be maintained, lots/blocks backing onto the rear-yard trail block will generally be eligible for reduced front/rear yard depth and lot area requirements through a site-specific zoning by-law amendment to compensate for the consumption of lot/block area as a result of the rear-yard trail block.

In certain circumstances where the provision of pedestrian linkages, recreational trails, and other linear recreation assets are provided by new development, and such provisions are consistent with the long-term recreation planning of the community, such provisions may be considered towards the required parkland contribution, at the discretion of the Town.

(17) Urban Tree Canopy

1. The Town will prioritize the retention, expansion, and maintenance of the tree canopy on all municipally owned properties and rights-of-way/road allowances.
2. Street trees are considered to be integral to the environmental and social well-being of the Town, and their maintenance and expansion shall be prioritized. Street trees are defined as any tree within the Town right-of-way/road allowance, as well as any mature tree (6 inches DBH or greater) within a minimum required front yard or exterior side yard as established by the Zoning By-law.
3. New street trees shall require the approval of the Town and shall comply with the Town's guidelines on street tree species and location, and no new street trees may be planted where their size at maturity would interfere with above or below-grade infrastructure, snow storage and other matters identified by the Town.
4. It is recognized that not all existing street trees are located within the municipal right-of-way. Any development or redevelopment that affects an existing street tree shall be designed to avoid damage or removal unless no reasonable alternative exists, and any street trees that must be removed shall be replaced at a rate of 3:1 with mature stock (sized to require spading-in), with the additional trees planted in a location approved by the Town, with preference for location on municipal property for greatest public benefit.
5. Development proponents shall be required to identify the location, ownership, size and condition of all existing and proposed street trees as part of the

supporting materials for any Planning Act application, with replacement trees (species/size/stock quality/installation method/maintenance) and locations subject to Town approval. The Town may require evaluation of existing tree health/condition by a qualified professional, and may obtain a peer review of the same, at applicant expense.

6. Development and redevelopment will be required to plant street trees on both sides of the street where they do not already exist, with spacing generally consistent with one tree per lot/block (single-detached dwellings) or one tree every 12 metres (all other uses), whichever produces the greatest number of trees. Developments affecting only one side of an existing street will be required to provide trees on the affected side only.

(18) Urban Design

Urban design embodies approaches to maximize public enjoyment and benefit of development through the design of sites, buildings, and related facilities, and the spaces in between. The relationship between the built and natural environment is a key component of urban design and is important for the long-term vitality and livability of the Town. It is understood that while aesthetic design controls are generally limited under existing Provincial legislation, these policies will serve to guide proponents in designing and constructing new developments that contribute positively to the public realm.

(a) Objectives

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

- (1) Provide approaches and standards for community character enhancement, linkages to the natural environment and sustainable design and construction;
- (2) Promote the visual appeal, form and function of the Town's built form through the development review process, with reference to industry best practices;
- (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 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, and including the massing and orientation of street-facing buildings;
- (7) Encourage the protection, retention and addition of street trees accordance with the Urban Tree Canopy and Vegetation policies of this plan;
- (8) Ensure that the design of public streets, parkland and facilities, and the private realm is safe and barrier-free for persons with disabilities,

- consistent with the *Ontarians with Disabilities Act*; and
- (9) 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 safe and 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 street trees in accordance with the Urban Tree Canopy and Vegetation policies of this plan;
- (c) Street signage, wayfinding, and 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 should 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 should 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 should 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 where lots front/address a collector or arterial road and have access via a rear local road) for new low-density residential development, including detached and semi-detached and row house dwellings;
- (b) For lots fronting a collector or arterial road, the collector/arterial road frontage shall be designated as the front lot line, with access via a local road to the side or rear of the lots, or via a common entrance from the collector/arterial road. The design and principle entrance of main buildings shall be oriented to the collector/arterial road, and a functional pedestrian connection from the principle entrance shall be provided to the collector/arterial road. Amenity areas shall be located to side or rear of the main building.
- (c) Sites will provide for the safe and convenient access of pedestrians and vehicles, directly from the street right-of-way including sidewalks where present;
- (d) The massing and exterior design of new and renovated dwellings are encouraged to enhance the character of adjacent properties and the larger community, however this should not be construed as a requirement for sameness or a limitation on greater height and density of development than currently exists in a neighbourhood;
- (e) The extent of the projection of garages beyond the front face of dwellings should be minimized.
- (f) Where possible, retain and/or enhance existing tree cover.

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 located on the lower floors and oriented 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.
- (h) Where possible, retain and/or enhance existing tree cover.

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.

(19) Additional 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) Additional Dwelling Units (ADUs)

- i) Additional Dwelling Units (ADUs) are an efficient and cost-effective means of increasing the supply of affordable accommodation for rental purposes.
- ii) ADUs may include two self-contained dwelling units, located within and subordinate to single-detached dwelling, semi-detached dwelling or townhouse dwelling. One of the permitted two ADUs may be located in a building or structure ancillary to the principal dwelling (i.e., a “Coach House”)
- iii) For the sake of clarity, this policy allows for a total of two ADUs on a given property in the following forms:
 - 1. two internal ADUs to the principal dwelling;
 - 2. one internal ADU and one in an accessory structure (Coach House), representing a total of three dwelling units on a property (two ADUs and the principal dwelling), provided the regulations set out in the Zoning By-Law are complied with.
- iv) ADUs are permitted ‘as of right’ on all residential properties on full municipal services within the Residential designation and associated zones, as well as on all legal non-conforming residential properties.

- v) Standards will be established in the Zoning By-law to govern the establishment of ADUs, integration with surrounding land uses, parking requirements, and servicing standards.
- vi) Notwithstanding this policy, the implementation of ADUs does not supersede the need for all development to be in conformity with the natural hazard policies of this Plan. No new ADUs shall be permitted within land identified as a natural or man-made hazard.
- vii) This Plan recognizes that although similar in nature, garden suites are different than ADUs.
- viii) The Town may permit more than three dwelling units per lot as-of-right through a zoning by-law amendment or a comprehensive zoning by-law update, without requiring an Official Plan Amendment, provided it can be demonstrated that the proposed increase in density is compatible with the height, scale, and massing of the surrounding community.

(20) 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, but not limited to, 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, general by-laws, and/or licensing/permitting under the *Municipal Act* to regulate urban agriculture uses.

(21) Short Term Rentals

The Town may pass a by-law under the *Municipal Act* or *Planning Act* to regulate and/or license short-term rentals. Such by-laws may establish definitions of short-term rental accommodation, set out site and building conditions that must be satisfied, identify ownership requirements, establish a renter code of conduct, set out licensing terms, detail enforcement and penalty provisions, and other relevant provisions. The Town is aware that short-term rentals are an emerging trend and that they have the ability to bring positive economic impacts, as well as strains on the supply of available rental housing.

(22) Population

The Lands Needs Assessment undertaken as part of the 2024/2025 Official Plan Update projected the population and households for the Town of Renfrew to the year 2051. The population is projected to increase from the 2021 level of 8,190 persons to 12,020 persons by the year 2051. The number of households is projected to increase from the 2021 level of 3,954 households to 5,724 households by the year 2051.

The Town's population is expected to grow largely because of planned extension of the four lanes of Highway 417 to the Town of Renfrew. It is anticipated that extension of the 417 to Renfrew will make the community more attractive to people commuting to the Ottawa area due to the quality of life and character that the Town of Renfrew offers.

This Plan has designated sufficient lands to accommodate the projected 2051 number of households. The Town will continue to monitor the rate of growth to ensure that the designated land supply and infrastructure capacity is appropriate and continues to support development demand and projected growth.

(23) Settlement Boundary Expansion

This Plan acknowledges that future expansion of the Town of Renfrew settlement boundary shall consider the following:

- (a) the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses.
- (b) if there is sufficient capacity in existing or planned infrastructure and public service facilities.
- (c) whether the applicable lands comprise specialty crop areas.
- (d) the evaluation of alternative locations which avoid prime agricultural areas and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in prime agricultural areas.
- (e) whether the new or expanded settlement area complies with the minimum distance separation formulae.
- (f) whether impacts on the agricultural system are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance; and
- (g) the new or expanded settlement area provides for the phased progression of urban development.

Notwithstanding policy (b) above, the Town may identify a new settlement area only where it has been demonstrated that the infrastructure and public service facilities to support development are planned or available.

(24) Coordination

- (a) The Town of Renfrew will make efforts to establish a coordinated, integrated and comprehensive approach to be used when dealing with planning matters with neighbouring municipalities, other levels of government, agencies and boards. This will include matters related to infrastructure planning, public service facilities, economic development, management of natural heritage and cultural heritage resources, transportation, watershed management, natural and man-made hazards, emergency management and growth-related demands associated with population and housing.
- (b) The Town will make efforts to undertake early engagement with AOO and

Algonquin First Nations, and coordinate on land use planning matters in accordance with the applicable policies of this plan, to facilitate knowledge-sharing, and to support consideration of Indigenous interests in land use decision-making.

- (c) The Town will make efforts to engage the public and stakeholders early in local efforts to implement the Provincial Planning Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups
- (d) The Town will make efforts to collaborate with local school boards in order to facilitate early and integrated planning for schools and associated childcare facilities to meet current and projected needs of the community.

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 institutional uses such as senior citizens housing, schools, churches, medical uses, government offices, and libraries. Recreational facilities, open space and parks are permitted within the Residential designation. Neighbourhood commercial uses shall also be permitted by way of Zoning By-law Amendment, where deemed appropriate within the Residential designation.
- (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) Density Targets

The housing mix targets desirable for the Town of Renfrew are intended, over time, to reduce the percentage of low-density residential development (i.e. singles, semi, duplexes, tri-plexes and four-plexes) and increase the supply of medium density residential development (i.e. Multiple dwellings over 4 units, townhouses and small apartments). The percentage of future development that is high density (large apartments of 4-6 storeys) is intended to increase over the planning period. The density targets for the Town of Renfrew are:

Low Density = 55% of future residential development

Medium Density = 15% of future residential development

High Density = 30% of future residential development

- a) Housing mix targets are not meant to apply to individual phases of a new multi-phase neighbourhood development, but rather they are to apply to the entire neighbourhood development concept.
- b) It is the intent of this Plan to encourage different densities within the following general ranges:
 - i) Low Density Housing (1-4 dwelling unit types): single detached, semi-detached, duplex, tri-plex, four-plex at approximately 22 units to 29 units per gross hectare.
 - ii) Medium Density Housing (greater than 4 dwelling units): row or town housing, multiplex and small block apartments (less than 4 storeys) at approximately 30 units to 60 units per gross hectare.
 - iii) High Density Housing (apartments 4-6 storeys): large apartments at generally 60 units or greater per gross hectare.
- c) It is the policy of this Plan to require new greenfield residential development to be planned to incorporate a mix of densities and housing forms. Greenfield development proposals involving exclusively low-density development are discouraged. The specific mix of housing approved through the registration of the plan of subdivision should reflect community housing needs at the time. High-density residential developments planned in such neighbourhoods are encouraged to locate adjacent to parks or open spaces, providing residents with convenient access to outdoor living space.
- d) The overall housing densities to be achieved in new neighbourhoods (i.e. greenfield subdivisions) are expected to be higher than that achieved in infill and intensification residential projects in established neighbourhoods.

(4) Infill and 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), 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 20% of each year's new residential units within the already built-up urban area. Council may promote opportunities for infill, redevelopment and intensification through the provision of adequate infrastructure and community facilities and through incentives for the reuse of brownfield sites.

- a) It is the policy of this Plan that one form of residential development is generally compatible with other forms of residential development, regardless of height or density. Compatibility between different forms of residential development does not mean that the new development looks the 'same' as existing neighbouring development.
 - b) Opportunities for residential intensification in existing residential neighbourhoods will be promoted and permitted under appropriate conditions that respect the functionality of the neighbourhood and related infrastructure. As part of a proposal for residential intensification involving a *Planning Act* application, the applicant shall demonstrate the functionality of the proposed development and integration within the neighbourhood, and that matters such as public health and safety, stormwater management, and the provision of required on-site parking are addressed to the satisfaction of the Town.
 - c) The provision of sufficient parking is a key determinant of the appropriate density that infill and intensification projects can achieve (i.e. the density of development is dependent on the amount of parking that can be provided). The proponent of residential intensification shall demonstrate that sufficient -on-site residential parking is provided and that there will be no resulting parking congestion within the neighbourhood. Wherever possible, resident surface parking and building service areas shall generally be located away from the front yard and screened to minimize visual presentation to and impacts on adjacent streets and neighbourhoods. Rear yard parking may require screening from neighbouring properties.
- (5) 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.

- (6) Home occupations and home industries are permitted in the Residential designation, subject to the provisions of the Zoning By-law. The Zoning By-law may include provisions to ensure that home occupations and home industries are small scale, compatible within residential neighbourhoods, whether the home occupation is within the principal dwelling or accessory structure, the types of businesses and uses permitted, as well as other matters.
- (7) 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.
- (8) 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.
- (9) 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.
- (10) In reviewing medium and high-density residential development proposals, consideration should be given to planning for the accommodation of electric vehicle charging stations/infrastructure.

(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, stand-alone multiple residential development and existing residential development.
- (2) Notwithstanding Section 4.3(1) the full range of residential uses (singles, semi, duplex, triplex, fourplex and multiple residential uses) may be permitted on lands west of Argyle Street or east Plaunt Street.
- (3) New development shall be consistent with the scale, height and character of the existing street front development. Generally, buildings fronting on Raglan Street within the Downtown Commercial designation shall not exceed 4 stories in height. Generally, buildings on the side street (i.e. not Raglan Street) within the Downtown Commercial designation shall not exceed 3 stories. Development proposals involving more than 4 stories may be considered through an amendment to the Official Plan, provided the other policies of this Plan are addressed.
- (4) 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.
- (5) The Town shall encourage the retention and remediation of heritage features of buildings.
- (6) The Town shall encourage the maintenance of the continuous street wall, a broad mix of uses and two to three-storey buildings is critical to maintaining the historic character of the buildings fronting onto Raglan Street South. Ground floors should be principally used for active retail and commercial services, with residences and office uses located in the upper storeys or in the rear of the building.

- (7) The Zoning By-law may contain provisions which establish minimum height of two or more stories and maximum height of buildings, as well as other performance standards such as discouraging front yard parking, within the Downtown Commercial Designation in order to maintain and enhance the downtown historic façade.
- (8) 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. Such a by-law may trigger the need for a study to determine the appropriate cash-in-lieu rate per parking space.
 - 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) In certain areas of the Commercial designation, mixed use developments involving permitted commercial activities and residential uses may be considered, subject to the lands being placed in the appropriate zone. High density residential apartments may also be permitted within the Commercial designation, subject to the lands being placed in the appropriate zone.
- (3) 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).
- (4) 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.
- (5) 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, Conservation and Parks (MECP). 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.
- (10) This Plan recognizes “One Innovation Drive” located within the Industrial designation as the Town’s “employment area”. The definition of “employment area” shall mean area designated in official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. Uses that are excluded from employment areas are institutional and commercial, including retail and office not associated with the primary employment use listed above.
- (11) Notwithstanding policies to the contrary, residential uses, commercial uses, public service facilities and other sensitive land uses shall not be permitted on industrial employment areas. Permitted uses will be detailed in the Zoning By-law but will generally be limited to manufacturing, warehousing and goods movement and associated retail and office uses and ancillary facilities.
- (12) Compliance with the policies of Section 2.2 of this Plan regarding the compatibility between industrial uses and sensitive land uses will be required.
- (13) The Plan does recognize the continued use and potential redevelopment/expansion of existing Class III Industry sites. It is also acknowledged that existing Class III industry may be located within 300 m of sensitive land uses or lands designated for development by sensitive land uses. The expansion and enlargement of Class III industry or the expansion and enlargement or establishment of new sensitive lands uses within the 300 m setback shall be required to undertake a land use compatibility assessment, to the satisfaction of the Town. Such a Study shall determine if the proposed land use is appropriate and how adverse impacts may be mitigated.

- (14) The Town may remove the “industrial employment area” designation on the industrial land where it has been demonstrated that:
- a) there is an identified need for the removal and the land is not required for employment area uses over the long term;
 - b) the proposed uses would not negatively impact the overall viability of the employment area by:
 - i. avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned employment area uses;
 - ii. maintaining access to major goods movement facilities and corridors;
 - c) existing or planned infrastructure and public service facilities are available to accommodate the proposed uses; and
 - d) the Town has sufficient employment lands to accommodate projected employment growth to the planning horizon of this Plan.

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.
- (3) designation to permit extraction in areas not designated Mineral Aggregate but which are determined to be suitable for aggregate extraction.
- (4) 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.

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.
- (5) 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*.
 - (6) 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: 300 metres from a licensed pit and 500m from a licensed quarry to determine noise and dust impacts and impacts on neighbouring wells.

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, Conservation and Parks 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.

- (7) All pit uses must satisfy the requirements of the MECP 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 MECP 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 MECP 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 MECP. 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 MECP, 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 MECP.
- (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 15 square metres (or approximately 160 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, Algonquin Trail, K&P Trail, 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. In general, the Town will strive to ensure the provision of parkland and recreation facilities reflects the direction of the Parks & Recreation Master Plan. Specifically, the Town shall adopt the park classification system which includes the following typologies:
 - Major Park: serve the entire Town and offer specialized services. These parks can be designed to be multipurpose destinations which attract sport tournaments as well as hosting large events. This park classification permits (but is not limited to) recreation centres, specialty parks, and multi-field sport parks. Vehicular parking and/or washrooms should be provided where required to support park functions.
 - Neighbourhood Park: will cater to the needs and interests of the residents living within the park's general vicinity for both organized and unorganized leisure activities. Neighbourhood Parks contain a mixture of passive areas, low to intermediate sports facilities, informal and formal play areas, and seating areas with shade.
 - Parkette: are small, passive spaces typically found at community gateways, major crossroads, or within small urban parcels.
 - Waterfront Park or Waterfront Access: A park or municipally owned access

point located on the waterfront that is designed to support typical waterfront uses such as boating, swimming, and fishing.

- Underdeveloped Open Space: Undeveloped parcels that could become parks and/or trails in the future.
- (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. New development involving lands within the boundaries of the "Waterfront Master Plan Area" shown on Schedule A will be generally consistent with the recommendations of the Town's Waterfront Master Plan.
- (15) New lot creation and new development adjacent to County Trails shall not negatively impact County trail rights-of-way 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.
- (18) The Town recognizes the County-managed Algonquin Trail and K&P Trail as a multi-use corridor.
 - (a) **Protection of County Trail Right-of-Way**
New lot creation and development adjacent to County trails shall be designed to avoid negative impacts on the County trail right-of-way. Development proposals must incorporate appropriate grading and drainage measure to ensure that stormwater is direct away from the County right-of-way.
 - (b) **Minimum Setback Requirements**
All structures shall be set back a minimum of 7.5 metres from the limits of a County trail right-of-way. This requirement shall be implemented through the Town's zoning by-laws.
 - (c) **Access Across Trail**
The creation of new lots requiring access across a County trail will generally not be supported.
 - (d) **Noise Considerations**
Multi-use trails may accommodate motorized recreational vehicles and associated noise. The County of Renfrew is not responsible for providing noise attenuation measures.
 - (e) **Noise Impact Mitigation for New Development**
New residential development in proximity to a County trail may be required to demonstrate that noise impacts on proposed dwelling units will not exceed acceptable levels. Where necessary, proponents shall implement noise attenuation measures in accordance with applicable provincial guidelines, including NPC-300 or any successor document.

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 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 (including stormwater) to accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of municipal water and sewage services.
- (2) To ensure that public water and sewage systems are provided in a manner that can be sustained, are feasible and financially viable, protects human health and safety, and the natural environment, including quality and quantity of water, and is consistent with the Town's Master Servicing Plan.
- (3) To direct new growth in the Town to lands serviced by public water and sewage systems.
- (4) To discourage incompatible development in areas surrounding water and sewage systems and facilities.
- (5) That these services be provided in a manner that is feasible, financially viable, and that complies with all regulatory requirements.
- (6) That these services be integrated into land use considerations at all stages of the planning process.
- (7) That these services be designed and constructed for energy efficiency and resilient to the impacts of a changing climate.
- (8) Consider opportunities to allocate and re-allocate, if necessary, the unused system capacity of municipal water and sewer services to support efficient use of these services to meet current and projected needs for increased housing supply.
- (9) To ensure robust telecommunication infrastructure and services to support residents, businesses and industry.

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) The Town will encourage the proponent to communicate with the utilities, including Bell, for planning applications associated with Draft Plan of Condominium, Draft Plan of Subdivision and Site Plan Control/Approval to ensure an understanding by applicants of utility related issues.

The preparation of composite utility plans by the proponent for new development should be provided to the utilities as soon as possible in the process. This matter should be highlighted in any pre-circulation/consultation meetings with prospective applicants.

- (5) 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.
- (6) 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.

- (7) 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, low impact development and the use of green infrastructure.
- vi. Address MECP Guidelines and any other provincial or federal approvals that may be required.
- vii. Consider the cumulative impacts of stormwater from development on the capacity of the stormwater management system.
- viii. Ensure that stormwater management plans include recognition and plan for the impacts of a changing climate.

(b) Stormwater Management Plans will be implemented through site plan control and/or the consent/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.
 - (e) The planning for stormwater management systems shall be integrated with the planning for municipal sewer and water services, as expressed in the Town's Master Servicing Plan. It is the policy of this Plan to promote the optimization of the Town's stormwater systems, including retrofitted and enhanced as appropriate, feasible and financially viable.
- (8) Servicing Policies
- (a) Municipal sewage services and municipal water services are the preferred form of servicing within the Town to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewer and water services include both centralized and decentralized servicing systems. Intensification and redevelopment within settlement areas on existing municipal sewage services and municipal water services should be promoted, wherever feasible.
 - (b) The allocation of municipal water and sanitary services for new development will occur at the time of lot creation, zoning amendment, or Committee of Adjustment approval, whichever process is most appropriate, ensuring that sufficient reserve sewage system capacity and reserve water system capacity exists to support forecasted development.
 - (c) All new development shall be serviced with full municipal water and sewage services
 - (d) Notwithstanding Section 12.3 (c) above, Council may consider, individual on-site sewage services and individual on-site water services where site conditions are not appropriate for the long-term provision of full municipal services, with no negative impacts. Private individual services may only be used for infilling and minor rounding out of existing development.
 - (e) 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.

- (9) 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 (MTO).

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).
- (5) To encourage the establishment of services and support infrastructure for those who commute to other locations outside of the Town for employment.

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, commuter amenities, 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. The Town will attempt to preserve and reuse abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics.

(8) The Town will promote, where appropriate, the co-location of linear infrastructure.

(9) In conjunction with other road authorities (County and MTO), the Town will promote the establishment of commuter support infrastructure such as park and ride facilities, electric vehicle charging stations and similar infrastructure.

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 MTO has jurisdiction over Highway 17 designated as a controlled-access highway (CAH) (a Class I Freeway/Expressway) and Highway 60 and Highway 132 designated as King's Highways under the *Public Transportation and Highway Improvement Act* (PTHIA) (Part of Highways 60 and 132 within the Town of Renfrew are maintained by the Town under a connecting link agreement).

Therefore, the following areas are subject to Ministry of Transportation approvals under the PTHIA and the Highway Corridor Management Manual that are upon or within:

- a) 45 metres of any limit or 395 metres of the centre point of an intersection of a controlled-access highway for the purpose of the placement of buildings or other structures, entrances or any road;

- b) 45 metres of any limit or 180 metres of the centre point of an intersection of a King's Highway for the purpose of the placement of buildings or other structures, entrances or any road;
- c) 800 metres of any limit of a King's Highway and controlled-access highway, for the purpose of a shopping centre, stadium, fairground, racetrack, drive-in theatre or any other purpose that cause persons to congregate in large numbers; or,
- d) 400 metres of any limit of controlled-access highway and King's Highway for the purpose of placing signs and placing, erecting, or altering an electricity transmission and distribution system, pole line, or other transmission line.

New development adjacent to these highways under the jurisdiction of the MTO would be regulated by the PTHIA. Traffic studies may be required for any development proposal within the MTO regulated area. All development proposals within these limits should be circulated to the MTO for comment. A drainage study may also be required to address the impacts of stormwater management from the proposed development. Early consultation with the MTO is encouraged to ensure the integration of municipal planning initiatives with provincial transportation planning.

In addition to any proposal with close proximity to a provincial controlled-access highway (freeway) has a potential for noise impacts. The MTO 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.

- e) New developments with frontage on both a provincial highway and a municipal road, shall obtain their access connection from that municipal road. An access connection generally will not be permitted to the highway for a lot with municipal road frontage, unless internal access to the total holding is impractical due to topographical or physical constraints or it can be demonstrated that access from the public road would be unsafe.
- f) MTO may ask for studies in support of development along provincial highways including traffic impact study, stormwater management report, site plan, and illumination report to ensure that developments do not pose adverse impact on the safety and operation of provincial highways.
- g) The Right-of-way width for provincial highways shall be determined by MTO.
- h) Highway improvements triggered by a development proposal shall be the sole responsibility, financial or otherwise, of the proponent. These responsibilities include the construction triggered improvements to MTO

standards as well as associated works such as property acquisition, servicing connections, utility relocations and additional regulatory approvals.

(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.

County Roads shall generally be designed as an undivided road with two to three traffic lanes, and a right-of-way width of 20 - 26 m [65.6-85.3 ft.] (20 m if there is no median).

(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.

- a) Municipal roads are intended to: have a corridor/allowance width of 18.5 to 20 m (51 to 65.6 ft.) which may increase to 22 m or more at intersections; carry low volumes of traffic at low speeds (40- 50 km/hr.); provide direct access to abutting property as their primary function; and may include on-street parking.

- (4) Should there be a need for road widening for the various roads noted above, the identified right-of-way widths for the various road types shall be the widths required as a condition of development under the Planning Act. Specifically, Appendix D is obtained from the Town's Transportation Master Plan and identifies the desired widths of the various roads within the Town's system which may require conditions for widening.

- (5) Generally, the Town's Road System shall be in accordance with the Town's approved Transportation Master Plan.

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 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 inundations 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 Planning 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 MECP 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) 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 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.

15.6 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.

15.7 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.

15.8 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.

15.9 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 provision of new services such as EV charging stations and other infrastructure related to mitigation or adaptation to a changing climate.
- (c) The cleanup and redevelopment of brownfield properties (if applicable) will be facilitated.
- (d) 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.
- (e) A significant number of buildings in an area show signs of deterioration and need of repair.
 - (f) Improvements to the overall streetscape, visual appearance or aesthetics.
 - (g) Improvements will have a significant impact on strengthening the economic base of the community.
 - (h) The presence of incompatible land uses.
 - (i) Affordable housing, enhancement of existing housing stock and the provision of additional residential unit.
 - (j) 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.

15.10 Site Plan Control

For the purposes of this Plan, the following land use designations and land uses shall be subject to Site Plan Control, unless otherwise exempt by Council in accordance with the *Planning Act*:

- i) any industrial, commercial or institutional land use or zone in the Zoning By-law, including a commercial parking lot, and any redevelopment, conversion or expansion of these land uses;
- ii) any multiple residential use consisting of ten (10) or more dwelling units, including residential uses which expand from less than ten units to more than ten units;
- iii) any park or property designated as Parks and Open Space;
- iv) the placement of portable classrooms on a school site which existed prior to January 1, 2007.
- v) all land uses within 120 m of a watercourse, wetland or waterbody;
- vi) all land uses within 300 m railway line/corridor, including abandoned/former railway corridors.

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) The Town 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 deemed to be a Site Plan Control Area. Council may by by-law, designate the whole or any part of the Town as a site plan control area. Such By-law may designate a site plan control area by reference to one or more land uses designations or zones
- (3) The Town shall permit applicants to consult with staff prior to submitting site plans and drawings for approval.
- (4) The following uses will be excluded from site plan control:
 - (a) residential development of less than 10 residential units;
 - (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.
- (5) The following matters relating to buildings are not subject to site plan control:
 - (a) Interior design.
 - (b) Exterior design, except to the extent that it is a matter relating to exterior access to a building that will contain affordable housing units.
 - (c) The layout of interior areas, excluding interior walkways, stairs, elevators and escalators.
 - (d) The manner of construction and standards for construction.
- (6) The appearance of the elements, facilities and works on the land or any adjoining public street is not subject to site plan control, except to the extent that the appearance impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands.
- (7) No person shall undertake any development within a Site Plan Control Area, identified by by-law without a site plan approved by the Town, including any associated site plan agreement.
- (8) The Town may require:
 - (a) Plans showing the location of all buildings and structures to be erected, showing the location of all facilities and works to be provided;
 - (b) Plans showing all facilities and works related to the widenings of highways that abut on the land, facilities to provide access to and from the land, including signage, off-street vehicular loading and parking facilities, access driveways, the surfacing of such areas and driveways, walkways and walkway ramps, including the surfacing thereof, and all other means of pedestrian access, facilities designed to have regard for accessibility for persons with disabilities, facilities for the lighting, including floodlighting, walls, fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands, vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste material, easements conveyed to the municipality for the construction, maintenance or improvement of watercourses, ditches, land drainage works, sanitary sewage facilities and other public utilities of the municipality or local board thereof on the land, grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;
 - (c) Drawings showing plan, elevation and cross-section views for each building to be erected, except a building to be used for residential purposes containing fewer than 25 dwelling units, which drawings are sufficient to display,
 - i) the massing and conceptual design of the proposed building;
 - ii) the relationship of the proposed building to adjacent buildings, streets, and exterior areas to which members of the public have access;

- iii) the provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings;
 - iv) matters relating to building construction required under a by-law referred to in section 97.1 of the *Municipal Act, 2001*,
 - v) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities.
 - vi) facilities designed to have regard for accessibility for persons with disabilities.
 - (d) The sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground over, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities
 - (e) Facilities designed to have regard for accessibility for persons with disabilities.
- (9) 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) minimize adverse effects on adjacent properties.
- (10) 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.
- (11) As a condition to the approval of the site plans and drawings, the Town may require the owners of lands to enter into one or more agreements under the *Planning Act*, to
- i) maintain to the satisfaction of the Town and at the sole risk and expense of the owner any or all of the facilities or works, including the removal of snow from access ramps and driveways, parking and loading areas and walkways;
 - ii) dealing with and ensuring the provision of any or all of the facilities, works or matters with the provision and approval of the plans and drawings;
 - iii) ensuring that development proceeds in accordance with the plans and drawings approved.
- Such agreements may be registered against the lands to which it applies.

15.11 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) 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.

15.12 Community Planning Permit

- (1) To implement the policies of this Plan, the Council may establish an alternative land use planning framework known as a Community Planning Permit System that applies to the entirety of the Town, or a portion thereof through specified designations. A Community Development Permit System can be an effective tool to streamline zoning by-law amendments, minor variances, and site plan control approval processes.

- (2) If a Community Planning Permit By-law is enacted, the proposed land use or development will be required to comply with the criteria set out in the Community Planning Permit By-law unless exemption is expressly outlined for such development in the Community Planning Permit By-law.
- (3) An amendment to this Plan will be required to implement a Community Planning Permit System, and will outline:
 - (a) Proposed area(s) where the community planning permit system will apply;
 - (b) Sets out the scope of the authority that may be delegated and any limitations on the delegation, if Council intends to delegate any authority under the;
 - (c) Council's intent, goals, objectives, and policies regarding the proposed use of a Community Planning Permit System;
 - (d) Guidelines of development standards;
 - (e) Criteria for determining whether a proposed use or development is permitted by a Community Planning Permit By-law and how the application would be evaluated;
 - (f) Any conditions of approval that may be imposed by adopting a Community Planning Permit By-law for such development to be permitted; and,
 - (g) Any additional requirements to be included in the application that may be necessary for review.
- (4) Upon approval of the Official Plan amendment, Council may pass a by-law for any area in the Town outlining where the development permit system will be applied.

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 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 Pre-Consultation and Complete Application

- (1) 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 as determined by the approval authority. The Council may develop guidelines, Terms of References (TOR) and/or general descriptions of the studies, reports and information that may be required as part of a complete application. These guidelines/TOR may be included as an appendix to this plan, and may be revised, in both instances without the need for an Official Plan Amendment. Applicants are encouraged to submit a general inquiry ahead of submitting any applications for development. Council shall permit applicants to consult with the Town before submitting applications for an Official Plan Amendment, Zoning By-law Amendment, Site Plan Control and Plans of Subdivisions and Consents.
- (2) General Inquiry Prior to the submission of an application under the *Planning Act* an applicant is encouraged to submit a general inquiry with the approval

authority. The purpose of the general inquiry is to determine the scale and scope of any required information or material required at the time of application submission or for the pre-consultation review.

(3) Pre-consultation Review

(a) Prior to the submission of an application for an official plan amendment, zoning by-law amendment, consent, plan of subdivision or condominium, and/or site plan, municipalities may permit the applicant to consult with the Town. Such a request may include a meeting held with the Town and any other external agency as deemed appropriate by the Municipality. The purpose of this pre-consultation is to review the proposed application and the relevant studies and/or information prior to the submission of an application.

(b) The pre-consultation review may require peer review, technical sign-off or acceptance, and/or external agency sign-off of technical studies as part of the review process.

(c) The approval authority undertaking the pre-consultation review process will provide a letter to an applicant confirming the completion of the pre-consultation review process.

(4) Complete Applications for official plan amendment, zoning by-law amendment, plan of subdivision, plan of condominium, site plan, and consent shall be supported by a complete application. The purpose of requiring a complete application is to ensure that the approval authority 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) Confirmation of completion of pre-consultation review
- (b) Air Emissions Study
- (c) Aggregate Impact Study
- (d) Archaeological/Heritage Assessment
- (e) Blasting Impact Study
- (f) Environmental/Biological Survey
- (g) Environmental Impact Study (EIS)
- (h) Environmental Site Assessment (Phase I and II)
- (i) Geological/Geotechnical Study
- (j) Housing Study
- (k) Hydrogeological Study
- (l) Landscaping Plan
- (m) Land Use Compatibility Assessment
- (n) Lot grading and drainage
- (o) Market Impact Study
- (p) Noise Impact Study
- (q) Planning Rationale Report

- (r) Public Consultation Strategy
 - (s) Servicing Study
 - (t) Stormwater Management Plan
 - (u) OLS Survey
 - (v) Traffic Impact Study
 - (w) Tree Preservation Plan/Study
 - (x) Urban Design Study
 - (y) Vibration Study
 - (z) Financial life cycle or asset management analysis
 - (aa) Visual Impact Assessment
 - (bb) Karst analysis
 - (cc) Elevation survey
 - (dd) Minimum Distance Separation Forms
 - (ee) Septic Report
 - (ff) Architectural Drawings (Elevations/Design Details)
 - (gg) Photometric/lighting plan
 - (hh) Sun/shade analysis
 - (ii) Ministerial approval where applicable (i.e., MTO permits, ECA's, archaeological submissions, record of site condition)
 - (jj) Outside agency approval where applicable (i.e., Hydro One, Enbridge, TSSA, Bell, Rogers, School Boards)
- (5) 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.
- (6) 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
- Planning Approvals Efficiency Strategy

It is the policy of this Plan that future development will be consistent with the various Master Plans and Strategies endorsed by the Council.

15.24 Delegation of Planning Approvals

- (1) To support growth in the Town and promote new development, the Council of the Town of Renfrew is committed to streamlining the planning system and shortening approval timelines where possible. Where permitted by the provisions of the *Planning Act*, and where Council deems it to be in the interest of improving the efficiency of the planning approvals process, Council will make use of the authority to allow more planning decisions to be made by committees of council or staff, as appropriate. Without limiting the generality of the foregoing, the following authority may be delegated by by-law:
 - (a) Approval of Minor Variances from the Zoning By-law, including execution of related standard-form agreements imposed as conditions to approval (e.g., Development Agreements).
 - (b) Approval of Consents, including execution of related standard-form agreements imposed as conditions to approval (e.g., Development Agreements).
 - (c) Approval of Site Plans and execution of related standard-form agreements imposed as conditions to approval (e.g., Site Plan Agreements).
 - (d) Approval of minor Zoning By-law Amendments, including but not limited to the lifting of holding symbols and the approval of temporary use by-laws
 - (e) Approval of Draft Plans of Subdivision and Condominium, including execution of related standard-form agreements imposed as conditions to approval (e.g., Subdivision Agreements).
- (2) Planning applications where Delegated approval authority applies maintain the same process, notice, consultation, and appeal rights under the *Planning Act* as a decision

made by Council.

- (3) Despite delegation of any approval authority, approval of any matter may be referred back to Council, at the request of Council, committee, or staff.

15.25 Secondary Plans

- (1) To provide for the development of strategic growth areas within the Town, Council may from time to time adopt Secondary Plans for the purpose of establishing more detailed land uses and policies which shall apply in a specified area. Secondary Plans, including their text and schedules, exist as a standalone document, however form part of the Official Plan and are required to be read in conjunction with the Official Plan for proper interpretation. The following Secondary Plans are in effect:
 - a. Renfrew East Secondary Plan (2025): The Renfrew East Secondary Plan, as identified on the Land Use Schedule, consisting of text and schedules, is a standalone document and constitutes a part of the Official Plan for the Town of Renfrew.

15.26 Definitions

This Plan utilizes the definitions contained in the Provincial Planning Statement (2024) but shall not repeat the definitions in this document. Reference to the PPS (2024) definitions is required, when clarification is needed.