

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
PUBLIC MEETING MINUTES  
WEDNESDAY, APRIL 21, 2021**

**RE: PROPOSED OFFICIAL PLAN AMENDMENT (OPA 38) / ZONING BY-LAW  
AMENDMENT (Z2/21)**

A Public Meeting was held virtually on Wednesday, April 21, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

In attendance: Mayor Sandie Macdonald (electronic)  
Deputy Mayor, Michael Smith (electronic)  
Councillor Keith White (electronic)  
Councillor Henry Sander (electronic)  
Councillor Ron Henderson (electronic)

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer (electronic)  
C. Traynor, Manager of Finance (electronic)  
R. Rosilius, Deputy Treasurer (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Sidhu, Planner (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
K. Pascoe, Deputy Clerk (electronic)  
L. Lehr, Manager of Legislative Services (electronic)

Mayor Macdonald opened the meeting at 6:04 p.m. She explained that the purpose of this Public Meeting is to review proposed Amendments for Additional Residential Units to the Township of Essa's Official Plan 2001 and Zoning By-law 2003-50 in accordance with Section 22 and 34 of the Planning Act, and to hear comments and review written submissions from the public and other agencies concerning these proposed Amendments.

The Manager of Planning and Development provided a description of the proposal, stating that in keeping in line with the Provincial directives around affordable and accessible housing, Township Staff have undertaken a comprehensive review of planning policies and have drafted Official Plan and Zoning By-law Amendments regarding Additional Residential Units. The proposed amendments work to align the Township's Official Plan policies and Zoning By-law standards with provincial policy regarding Additional Residential Units (ARUs).

These Amendments will authorize the use of Additional Residential Units by permitting:

- the use of two residential units in a detached house, semi-detached house or rowhouse; and
- the use of a residential unit in a building or structure accessory to a detached house, semi-detached house or rowhouse

The properties subject to these Additional Residential Unit Amendments and general Amendment details were further explained in Staff's presentation. She advised that ARUs are being recommended Township-wide, where appropriate. If the proposed amendments are approved, they would apply to all lands in the Township with the appropriate zoning, and will permit ARUs on properties that are zoned to permit single detached, semi-detached or rowhouse dwellings.

The Manager of Planning and Development advised that the municipality will continue to gather feedback and comments from the public and departments, and will write a report for Council's consideration in the future, of which will address comments received from the public.

**COMMENTS FROM THE PUBLIC – Mayor:**

Speakers must state their name and address so that proper records may be kept, and notice of future decisions be sent to those persons involved in their review process.

Comments and Questions:

Question 1 - Virginia Foster (7168 10th line)

- As the average size of a house in Ontario is 1,520 square feet, at 50% the ARU would be only 760 square feet. Would there be any consideration for increasing the size to 75% which would increase the size to 1,520 square feet. This would be more suitable to support family households.

Answer – Manager of Planning and Development

- Staff have created this program through a scan of other municipal programs that have consideration of such issues, we will absolutely consider that ratio, the purpose of this meeting is to gather questions you provide, we will for sure intake the question, please keep in mind there must be a clear distinction to what the primary unit is and what is secondary use.

Question 2 - Andrea Dragicevic (7889 County Rd. 56)

- Request for clarification - If a property is located with a flood plain, can you still apply for an accessory?

Answer – Manager of Planning and Development

- We have these policies before the NVCA for their consideration, but they are of the opinion that when there is a hazard limit existing it will be quite challenging as they do not want to add dangerous uses to this land, at this time NVCA is being mindful of where these units will be provided.

Question 3 - Rachel Beaulieu (8 McCarthy Cres)

- The earliest date that the bylaw will be adopted is Fall 2021. Will the Town accept submissions for permit applications for projects pending this approval to be held in queue until adoption?

Answer - Manager of Planning and Development

- We will not be barring application submission, but approval will be left with the County.

Question 4 - Claudine Johns (5223 6th Line)

- We are rural property. if we consider a secondary building that would be too far from our existing septic system, will this allow a secondary septic system specific to the new unit?

Answer – Manager of Planning and Development

- Yes, we will have to review on a case-by-case basis to ensure the unit was adequately serviced. Servicing has to be provided to the satisfaction of the municipality.

Question 5 - Casey Heppleston (139 Gold Park Gate)

- Question 1 - Is there a minimum property size for an ARU?
- Question 2 - Is there consideration for Grandfathering of existing non-compliant second suites?

- Question 3 - My request would be for the township / Council to consider a breezeway of 10ft or greater to "connect" the accessory building to the house to suit the requirements of mortgage companies. But at the same time, the breezeway keeps the dwellings separate. Reason being that mortgage companies don't typically place any value to accessory buildings which creates an issue when selling a property or remortgaging when spending a significant amount of money to create an accessory unit. Thank you in advance.

Answer – Manager of Planning and Development

- The existing ZBL standards will apply. As long as you meet the existing zoning by-laws applicable for your lot, we would advise where the unit could be located on the property, depending on setbacks
- Yes absolutely, we understand these units are out there and a primary objective is to bring them online for health and safety compliance, for people who have these units existing for whatever the reason, that is not our concern, we want the units registered and to have them comply to building code and fire code, we are not here to explore the reasons to why they exist, we just want compliance
- We would consider on a case-by-case basis, we recognize the drawings shown are of attached or separate units, but we would entertain a possible breezeway, thank you bring this to the Township's attention

Question 6 - Gary Lee (7887 8th Line)

- Please clarify the comment in the presentation "Garden Suite and Additional Residential Unit cannot be on the same lot".

Answer – Manager of Planning and Development

- With garden suites there are certain criteria/parameters set out, the criteria/parameters of an ARU are different. Through Staff's research, we do not deem it beneficial to have both types of units on the same lot, but staff are willing to work with you to see why consideration should be given to garden suites and ARU on the same lot.

Question 7 - Rhonda Crocco 1147 Stoney Point Road, Lefroy, ON.

- I am interested in building in the area for use by me, and my extended family. I am interested in purchasing a lot, whereby I can build a semi-detached home with two addresses. Within each of these units, I would like to add rental units. The goal is to have my daughter own the house next door (attached to mine) and add the rental units to each home. Is this something that can take place?

Answer– Manager of Planning and Development

- The idea is if you have one parcel of land there has to be a primary residence and may also have a additional unit, visually speaking there can be a basement unit or a loft on the top that can be additional unit, there has to be a clear distinction between this

Question 9 - Pieter Kiezebrink (18 Ashburton Cres)

- In the original Staff report PD006-21 as presented 24/3/2021 it would notice that ARU's would be limited to Residential, Rural and Agricultural Zones, however, in the presentation this evening it was stated that all locations that have a single unit residential dwelling in the urban and rural zones. We have a large chunk of properties within the Angus settlement area that are currently zoned C2 but have single dwelling residential homes on them along with grandfathered residential use and property taxation. Will ARU's be allowed on these residential grandfathered C2 zoned properties?

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Answer – Manager of Planning and Development

- We have given consideration to allowing for commercial properties to be considered since the research and review of all the ARU programs in surrounding vicinity, we are seeking compliance for those lands that are incorrectly zoned, we would be open to exploring this as a site-by-site basis, we will be focusing on residential uses, but we can consider the use of commercial lands

Question 10 - Casey Heppleston (139 Gold Park Gate)

- What are the property tax implications of an ARU as well as a second suite in the basement per say?

Answer Manager of Planning and Development:

- Apart of this process is to do an internal circulation to receive comments from other agencies/department, at this point we do not have these comments, but they will all be apart of the final report that will be addressed in the future. Everyone involved will be added to all future updates, we can only be successful if we can provide people with what they want to achieve compliance.

Mayor Macdonald provided Council the opportunity to comment or make inquiry into the proposed amendments.

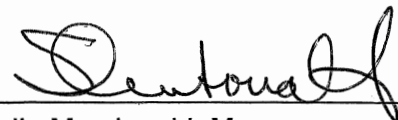
- Councillor Sander voiced concerns about parking being an issue.

Answer – Manager of Planning and Development:

- A 1:1 parking ratio might not be adequate, we did incorporate the recommendation so that a minimum of one parking space must be provided, we understand the parking issues that exist, and as we foresee bringing as many units online to have a minimum of one unit, we will require only a minimum of one parking space. To increase the standard of parking we would require a strong justification. The intent of this policy is not to stress the existing infrastructure for parking, this is the forum to ask the questions and recommendation, we hear your recommendation and will review the policy with that lens as well

Mayor Macdonald advised that if there are no further questions or submissions, Council wishes to thank all those in attendance for their participation. The Planning office will be preparing a report and By-law to be presented to Council at a future meeting regarding these Official Plan and Zoning By-law Amendments.

The Public Meeting adjourned at 6:49 p.m.



Sandie Macdonald, Mayor



per; Lisa Lehr, Manager of Legislative Services