

October 24, 2022

Nicole Dwyer, Development Services Department
Town of Carleton Place
175 Bridge Street
Carleton Place, ON
K7C 2V8

**RE: Class 3 Development Permit Application
Vacant lot on Victoria Street
Part 2, Plan 26R2795
Town of Carleton Place
Property Owner: 119 Bell Street Inc.**

Dear Nike,

ZanderPlan Inc. has been retained by property owner, Pat Linnen, to apply for a Class III Development Permit to construct a new semi-detached dwelling with basement apartment units on the vacant parcel abutting 85-87 Victoria Street to the east. The vacant parcel has no civic address, but is described as Part 2 on Plan 26R2795, as shown on Figure 1 below. This report includes a description of the subject property, surrounding uses and the proposed development, as well as a review of the Provincial Policy Statement (2020), the Town of Carleton Place Official Plan (2013), and the Town of Carleton Place Development Permit By-Law 15-2015. Overall, the proposed development conforms with the intent of the Provincial Policy Statement and Official Plan, but exceptions are required to ensure that the new semi-detached dwelling is consistent with the Development Permit By-law.

Description of Subject Property

The subject property falls within Town Plan 276 in the Town of Carleton Place, fronting on Victoria Street. The property is in the Downtown District of Carleton Place, east of the Mississippi River and southwest of Bridge Street. The parcel abuts a developed lot known as 85-87 Victoria St to the east and is described as Part 2 on Plan 26R2795. The parcel is rectangular in shape, 0.13 acres in size, with 15.88 meters of frontage on Victoria Street. The property mainly consists of cleared lawn as well as a gravel driveway which currently leads to 85-87 Victoria Street.

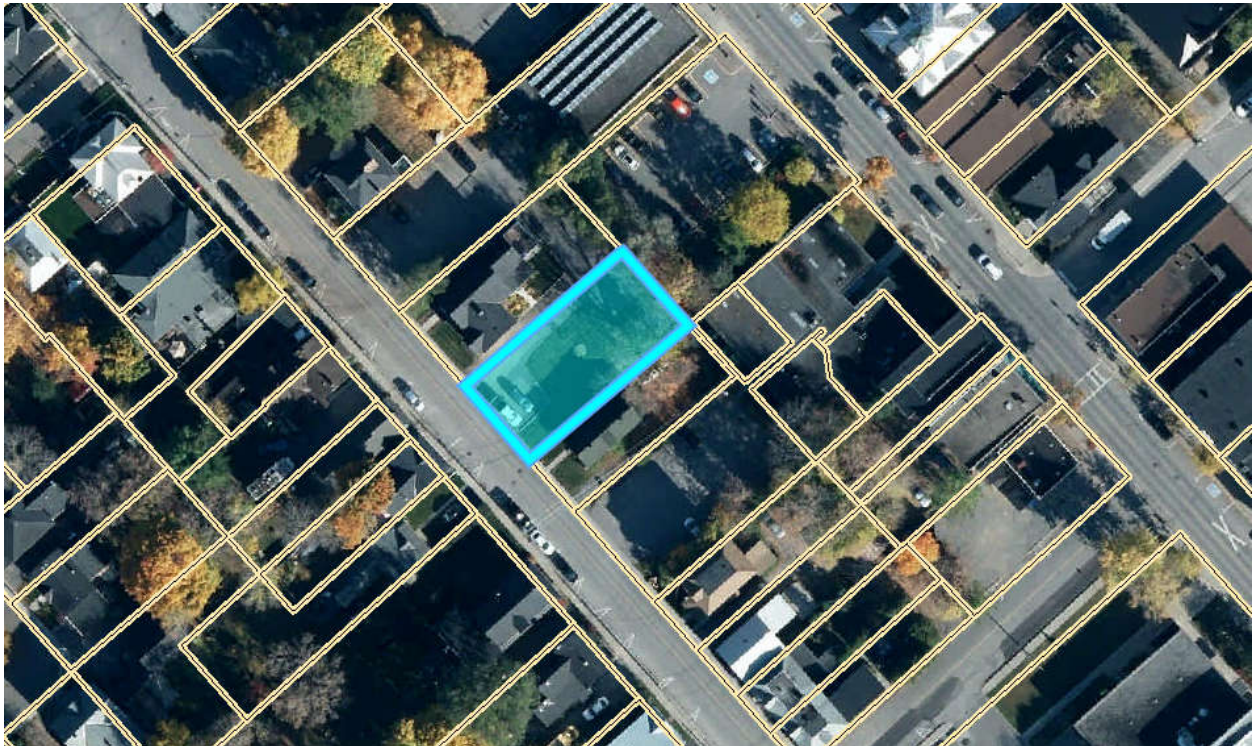


Figure 1. Aerial Imagery of Subject Lands Located on Victoria Street

Source: AgMaps

Surrounding Uses

North of the property are parcels fronting onto Bridge Street, also within the Downtown District development permit area and consisting primarily of commercial buildings with upper residential units. Abutting the subject lands on both sides of Victoria St are primarily two-story residential dwellings, some of which appear to have more than one residential unit. The residential dwellings northeast of Victoria Street fall within the Downtown District development permit area, while the dwellings to the southwest are in the Mississippi Residential Sector.

Proposed Development

The property owner is proposing to construct a new semi-detached dwelling on the vacant lands. The semi-detached dwelling will contain two basement apartment units, providing a total of four (4) dwelling units on the lot. Each ground floor unit will contain a one-car attached garage towards the front of the dwelling. A driveway at the front of the dwelling, which has access to Victoria Street, will provide an additional two parking spaces, one in front of each garage door. Two decks are attached to the rear of the building, leading to rear yard open space. An easement

application has been filed to Lanark County for the northwest boundary of the property, to establish legal access over a small strip of the subject lands to provide access to 85-87 Victoria Street.

Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of Provincial interest related to land use planning and development. The PPS is issued under Section 3 of the *Planning Act* and approval authorities are required to ensure that decisions on planning matters are consistent with the policies. The following policies are relevant to this proposal.

Section 1.0 of the Provincial Policy Statement provides policies for Building Strong Healthy Communities. This proposal will help meet the policies of Section 1.1 as it represents efficient development by making use of existing infrastructure and a vacant underutilized lot in a downtown district (Sec. 1.1.1a). The development will contribute to an appropriate affordable and market-based range and mix of residential types in the form of multi unit residential buildings (Sec. 1.1.1b). The nature and location of the proposed development represents residential intensification, which will help to achieve cost-effective development patterns and optimization of transit investments (Sec.1.1.1e).

The proposed development is in an urban settlement area and is consistent with Section 1.1.3 which provides policies for lands that fall within Settlement Areas. The increase in residential units follows Section 1.1.3.1 which states that settlement areas shall be the focus of growth and development. Further, the development allows for a mix of densities and land uses in the settlement area, and efficiently uses the already developed land, as well as a vacant underutilized lot (Sec. 1.1.3.2).

Section 1.4 provides policies for Housing. Section 1.4.3 states that planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market. This development is consistent with Section 1.4.3 as it is providing seven additional residential units in the Town of Carleton Place and contributes to the Municipality's affordable housing goals.

The development is consistent with Section 1.6 as the proposed new building will be serviced by municipal sewage and water services which are the preferred form of servicing for settlement areas. The proposal represents residential intensification, and it is stated in the PPS that "within

settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services” (Sec. 1.6.6.2). A Servicing Plan will be submitted with the DP3 application and is discussed later in this report.

As per **Section 2.0** of the Provincial Policy Statement, there are no known Natural Heritage, Water, Agricultural, Mineral and Cultural Heritage and Archaeological Resources on or abutting near the subject lands that will be affected by the proposed development. Further, there are no known Natural Hazards or Human-Made Hazards affecting the subject lands that need to be addressed as per **Section 3.0** of the PPS.

Overall, the proposed Class III Development Permit which increase the residential units on the subject lands would be consistent with the policies in the 2020 Provincial Policy Statement.

Town of Carleton Place Official Plan (2013)

The Town of Carleton Place Official Plan (OP) is the cornerstone document essential for the management of future growth, development and change within the municipality. The subject property is designated as “Downtown District” as shown in Figure 2 below. The purpose of this section is to demonstrate how the proposal complies with the Town’s Official Plan.

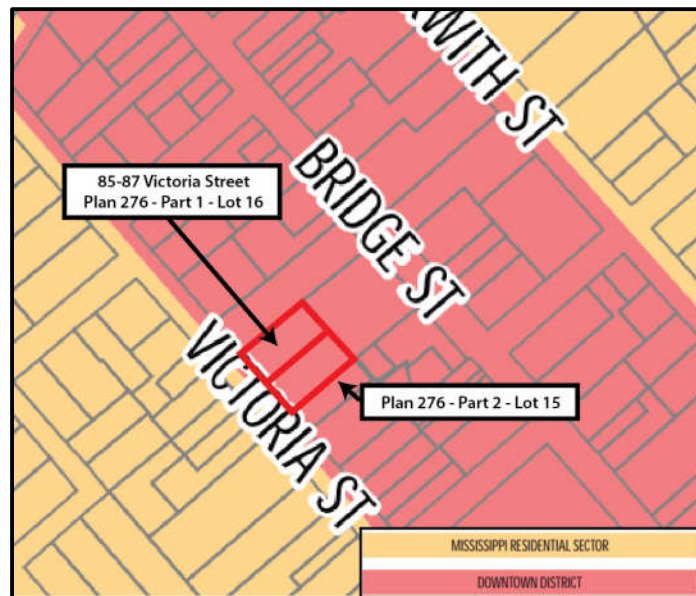


Figure 2. Carleton Place Official Plan Schedule A

Section 2.0 of the Town's Official Plan provides the Community Design Framework which forms the basis for the regulatory framework of the Town's Development Permit By-law. The objective of Section 2.0 is to ensure high quality design of the built form which reflects the Town's heritage and character (Sec. 2.2.1). A design brief is included in this planning report to demonstrate how the new semi-detached dwelling follows the general design principles which are implemented through the Town's Development By-law.

Section 3.0 of the Official Plan provides Land Use Policies which guide decisions for the use of land in the Town. The subject lands fall within the Mississippi District, which includes the Town's Downtown and adjacent residential and non-residential areas. The proposed development complies with the objectives of the Mississippi District designation, as outlined in Section 3.1.1, as the proposal will provide new high density residential uses to help stimulate the downtown core commercial and recreational activities while maintaining the character of the neighbourhood. The semi-detached dwelling is permitted in the Mississippi District as low, medium and high-density residential uses are permitted as per Section 3.1.2.

Section 3.2 of the Official Plan provides Area Specific Policies for the Mississippi District. The subject lands are designated as "Downtown District" and policies for lands within this designation can be found in Section 3.2.1 of the Official Plan. The proposal meets the intent of the Downtown District as the development complies with the Community Design Framework Policies, as demonstrated later in this report (Sec. 3.2.1.1), and the new semi-detached dwelling will not exceed (7) storeys or 25 metres, but be two storeys and be 9.5 metres in height (Sec. 3.2.1.4).

Overall, the proposal meets the intent of the Town of Carleton Place Official Plan (2013).

Town of Carleton Place Development Permit By-Law 15-2015

The subject property is located in the Development Permit Area, as regulated by Development Permit By-law 15-2015, and is designated as being in the Downtown District, as shown in Figure 3 below.

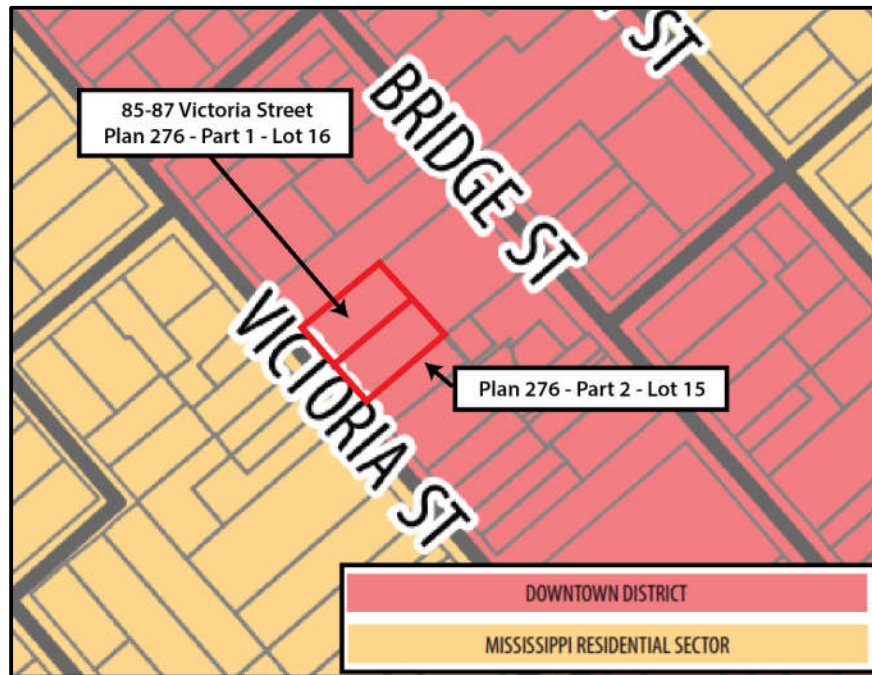


Figure 3. Carleton Place Development Permit By-law Schedule A

Section 3.0 of the By-law provides General Provisions which apply to various land uses in the Town. Section 3.12 provides provisions for dwelling units, and states that a dwelling unit may be entirely located in a basement subject to meeting the requirements of the Ontario Building Code and the Town of Carleton Place Public Works Department (Sec. 3.12.1). Two of the proposed dwelling units will be located in the basement of the semi-detached dwelling. These units will meet the requirements of the Ontario Building Code and the Town’s Public Works Department.

Section 3.29 of the By-law provides General Provisions for the Parking and Storage of Vehicles. The parking spaces on meet the minimum width of 2.75 metres, and the minimum length of 6.0 metres (Sec. 3.29.1). Section 3.29.5 states that parking requirements in the Downtown District shall be reduced to 1 space for each permitted residential dwelling unit. The semi-detached dwelling will contain four residential units and provide four parking spaces, complying with Section 3.29.5.

Section 3.32.2 provides policies for Permitted Projections, which applies to the decks attached to the new semi-detached building. The proposed decks comply with Section 3.32 as the stairs used to access each deck will be setback more than 2.5 metres from any lot line, and do not encroach into the “no encroachment” zone. The proposed decks are under 3.0m high, and thus subject to the provisions in Section 3.32.2. Decks that have a floor height of 3.0 metres are permitted in the front, interior side yard, exterior side yard and rear yard provided that they are no closer than

3.0 metres from the rear lot line. The proposed decks will be more than 3.0 metres from the rear lot line, complying with Section 3.32.2.

As per Section 3.36, which provides provisions for Secondary Suites, two additional residential units may be permitted in a semi-detached dwelling. Thus, the two residential units in the semi-detached dwelling are permitted under Section 3.36.

Section 4.0 of the By-law provides provisions and regulations for lands in the Mississippi District, with policies for the Downtown District provided in Section 4.1. Section 4.1.1 outlines permitted uses in the Downtown District. The proposed semi-detached dwelling is permitted in the Downtown District as medium to high density residential uses are permitted as per Section 4.1.4. An exception will be required for the semi-detached dwelling as parking will be provided in the front yard, which is not consistent with Section 4.1.6.7 which states that “No parking shall be permitted within the front or exterior side yard setback requirements”

Section 6.0 of the By-law provides provisions for lands in the Residential District. While the subject lands are not located in the Residential District, development standards for residential uses in the Downtown District are to be in accordance with Section 6.0. Table 1 below demonstrates how the proposal meets, or does not meet, the requirements of Section 6.3.3 which provides development standards for semi-detached dwellings. An exception will be required for the semi-detached dwelling as the rear yard depth is 6.2 metres, which is less than the minimum requirement of 7.5 metres.

Table 1. Development Standards for Semi-Detached Dwellings

Site Provisions	Requirements	Proposed
Lot Area (minimum)	Nil	0.13 acres
Lot Coverage (maximum)	60%	41%
Lot Frontage (minimum)	7.5 metres (29.5 feet), per unit	15.9 metres
Front Yard Build Within Area	4.5 metres, minimum (14.7 feet) 7.5 metres, maximum (24.6 feet)	6.0 metres
Exterior Side Yard Build Within Area	4.5 metres, minimum (14.7 feet) 7.5 metres, maximum (24.6 feet)	n/a
Interior Side Yard (min)	1.2 metres (3.9 feet)	2.3 metres (southeast) 3.1 metres (northwest)
Rear Yard Depth (minimum)	7.5 metres (24.6 feet)	6.2 metres

Usable Landscaped Open Space in the rear yard (minimum)	40.0 square metres (430 square feet)	45.19 square metres and square metres
Building Height (maximum)	11.0 metres (36 feet)	8.2 metres
Minimum Dwelling Unit Area	92.9 square metres (1,000 square feet)	109 square metres for basement unit and 218 square metres for main unit
No Encroachment Area from front or exterior side lot line	2.5 metres (8.2 feet)	6.0 metres (front)
Parking Spaces	2 spaces per dwelling unit, one of which may be provided within the garage	4 spaces provided (1:1 as per Section 3.29.5.)

Section 6.3.4 provides Additional Provisions for Semi-Detached Dwellings. The proposed semi-detached dwelling complies with the additional provisions as the interior width of the garage does not exceed 50% of the overall frontage (Sec. 6.3.4.1), the main garage foundation is set back 6.0 metres from the front lot line (Sec. 6.3.4.2), the driveway does not extend further than the exterior wall of the garage (Sec. 6.3.4.3), and more than 50% of the total lot frontage can be soft/green landscape elements such as grass, trees and shrubbery.

Overall, the proposed development of the vacant lot complies with the intent of the Town of Carleton Place Development Permit By-Law 15-2015. However, to ensure full conformity with the By-law, a Class III Development Permit will seek the following exceptions for the construction of a semi detached building with accessory units in the lower level on the vacant lot:

1. Notwithstanding the Additional Provisions for Residential Uses of Section 4.1.6, for the lands located in Part 2 – Lot 15 of Plan 276 parking is proposed to be permitted within the front yard setback requirement
2. Notwithstanding the Development Standards for Semi-Detached Dwellings of Section 6.3.3, for the lands located in Part 2 – Lot 15 of Plan 276 the minimum required rear yard depth is proposed to be 6.2 metres
3. Notwithstanding the Permitted Uses identified in Section 4.1.4 for the Downtown District, two accessory dwelling units shall be permitted on the subject property

Urban Design Brief

Section 13.0 of the Development Permit By-law provides the Built Form Inventory, which must be consulted and integrated into proposals. This section of the Planning Rationale speaks to the Built Form Inventory of the Downtown District and Mississippi Transitional Sector, providing a brief description of how the exterior elements of the semi-detached dwelling on the vacant lot conform with Section 13.0.

The front and side of the dwelling will consist of vinyl siding, which is a permitted type of material for buildings north of Lake Avenue. The front façade will display horizontal dutch lap on the first floor, with vertical board and batten style on the second floor and small gable ends. The large gable end will feature vinyl shake. The shake will be light grey in colour, either Mitten RS8 Flagstone or RS8 Nickel shown in Figure 4 below.

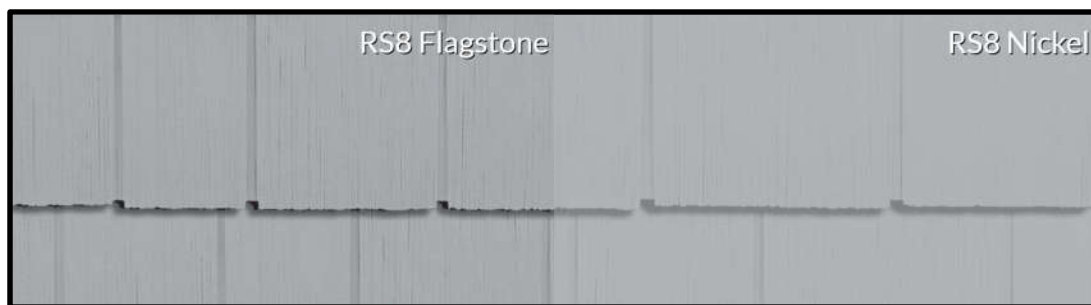


Figure 4. RS8 Flagstone and RS8 Nickel Vinyl Shake

Source: mittensiding.com

The side of the semi-detached dwelling will be vinyl horizontal siding (dutch lap), and the rear will be horizontal siding with vertical on gable end. The siding colour of the dwelling will either be Gentek “Maize” or Mitten “Ivory”, as seen below in Figure 5. This colour was chosen as it is similar to the examples of Designer Heritage Colours in **Section 14.0** of the Development Permit By-law, specifically the yellow-toned colours titled “Dalhousie”, “Vancouver”, “Parliament” and “Secord” on page 164. The windows, door, fascia, soffit and trim will be white. Thus, the proposal meets the “Exterior Cladding” requirements of the Downtown District as the siding will be vinyl, there will be 2 types of materials used for the front façade, one type for the sides, and the colour of siding is considered a Designer Heritage Colour.

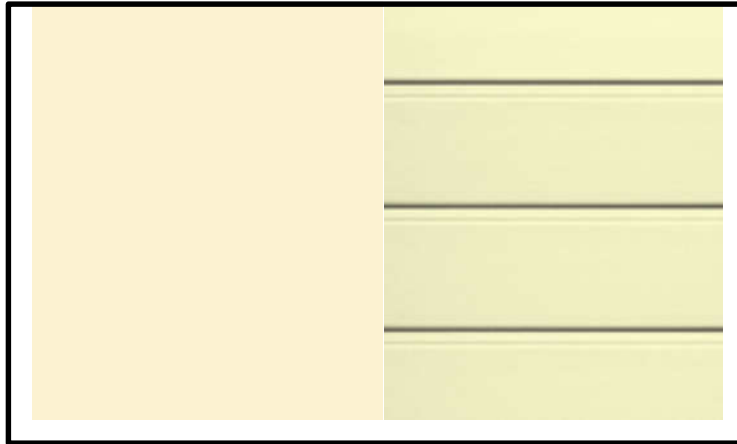


Figure 5. Siding Colour, Gentek “Maize” (left) and Mitten “Ivory” (right)
Source: <https://www.gentek.ca> and mittensiding.com

The two main entrances of the semi-detached dwelling will lead to a single door, with 2 pot lights in the ceiling above the front steps. The first-floor landing will be 39cm in height. The windows on the building are all casement windows, except for the ones in the basement which are sliders. The second-floor windows at the front have a fixed center pane, with casement openings left and right side. The dwelling will have a gable roofline and have black architectural shingles. The garage is attached to the dwelling, and while it is not flush with the front façade, the overhang above the garage gives the appearance that the façade is even with the garage.

In order to provide landscape elements, trees are proposed to be planted in the front yard of each side of the semi-detached building, as shown on the enclosed site plan, with the balance of the site outside of the driveway and development area to be grassed. A Tree Preservation Plan was also completed by Gemtec to assess the trees on both the subject property and the abutting lot at 85-87 Victoria Street.

Overall, the proposed development will meet the intent of the design criteria in the Town’s Development Permit By-law.

Summary

The property owner is applying for Class III Development Permit for the vacant lot on Victoria Street. The Class III Development Permit is required to construct a new semi-detached dwelling with two basement residential units on a vacant lot, and seek exceptions to permit parking in the front yard setback, and allow a minimum rear yard depth of 6.3 metres.

The proposal meets the intent of the Town of Carleton Place Official Plan as it provides for additional residential units in the Downtown District, increasing the density and type of housing in an area that is appropriate for growth. The proposal is also consistent with the policies in the 2020 Provincial Policy Statement as it represents residential intensification in a settlement area which optimizes the use of existing services.

Should you require any additional information, please don't hesitate to contact the undersigned.

Sincerely,



Tracy Zander, M.Pl, MCIP, RPP