

STAFF REPORT:**Planning**

REPORT TO: Mayor and Members of Council
MEETING DATE: December 17, 2007
REPORT NO.: PL.07.152
SUBJECT: Zoning By-law Review Update
PREPARED BY: Cindy Welsh, MCIP, RPP
Senior Policy Planner

A. Recommendations

THAT Council does receive Staff Report #PL.07.152, “Zoning By-law Review Update” for information purposes.

B. Background

The process to develop a new comprehensive Zoning By-law for the Town begun in 2007. The objective of the Zoning By-law Update and Consolidation project is to produce a single, comprehensive Zoning By-law for the Town. Part of this will be to update standards and requirements to reflect contemporary municipal standards, address problem areas and reflect the policies in the recently approved, new Official Plan.

Council retained Ainley and Associates Limited to conduct work on fourteen Discussion Papers relating to the Zoning By-law Review Work Plan in July 2007. As part of the work plan, Council is to review the Discussion Papers prior to public circulation. It was suggested by Council to not issue them all at once, rather to bring forward to Council four to five papers at a time as they are completed.

In total there are 26 Discussion Paper topics which have been identified. Fourteen topics will be completed by Ainley and Associates Limited. There are 12 topics which staff will complete. The remaining four topics are being done in conjunction with the Zoning By-law review but are proceeding on a separate process. The subject of these topics include: wind turbines, parking, short term rentals and mixed use development. Each Discussion Paper will be a tool to help facilitate the drafting of the Zoning By-law.

Staff will continue to bring forward Discussion Papers to Council. The tentative schedule is as follows:

January 21, 2008 – Five Papers
February 4, 2008 – Five Papers
February 20, 2008 – Five Papers
March 3, 2008 – Five Papers
March 17, 2008 – Six Papers

Council will be provided with a binder in which to keep all Discussion Papers. As each successive package of Discussion Papers is completed, Council will be asked to add the package to their binder.

Council will be asked to comment on the papers. All comments received will be incorporated into the final Discussion Papers. Council is not being asked to approve these Papers as they are from staff to the public to identify and understand the issues and facilitate input prior to the preparation of the actual new Zoning By-law. These papers will be distributed to the public in a similar fashion. A community workshop will be held with the public in April. Once that is done preparation of the new Zoning By-law will commence for public meetings in the Fall 2008, and approval of the Zoning By-law in early 2009.

Staff are therefore considering a change to the work program to have heavier involvement and assistance from a planning consultant to complete the Zoning By-law in 2008/09. A capital project request has been submitted and the work program will be revised and resubmitted to Council.

C. Strategic Plan

1. Managing growth to ensure the ongoing health and prosperity of the community.

D. Budget Impact

Although slightly behind schedule the project is on budget in accordance with the work plan.

E. Attachment

Discussion Papers

1. List of all 26 Discussion Papers.

Submitted by:

Cindy Welsh, MCIP, RPP
Senior Policy Planner