



## REPORT

**REPORT TO:** Mayor Bonnette and Members of Council

**REPORT FROM:** Melissa Ricci, Senior Policy Planner

**DATE:** June 2, 2021

**REPORT NO.:** PD-2021-0033

**RE:** Hamlet of Glen Williams Draft Secondary Plan – Statutory Public Meeting Report

### RECOMMENDATION:

THAT Report No. PD-2021-0033, dated June 2, 2021, regarding a Statutory Public Meeting on the Draft Hamlet of Glen Williams Secondary Plan (March 2019), Draft Schedules, Draft Hamlet Design and Heritage Protection Guidelines, and Draft Official Plan Amendment 44 attached as Appendix A, B, C and D to this report, be received;

AND FURTHER THAT all agency and public comments be referred to staff to be addressed in a Final Recommendation Report to Council on the disposition of these matters;

AND FURTHER THAT the Town Clerk forward a copy of Report No. PD-2021-0033 to the Region of Halton, Credit Valley Conservation and the Halton District School Board.

### BACKGROUND:

The purpose of this report is to provide a status update on the Scoped Glen Williams Secondary Plan Review Project and information with respect to the draft Official Plan Amendment in keeping with the Statutory Public Meeting requirements of the *Planning Act*.

The Glen Williams Secondary Plan Review Project was initiated in March 2020 and consists of four phases as outlined in Figure 1. Phase 1 included the Project Launch Event to inform the community about the project and get initial public input, and the preparation of a Background Report. The Background Report identified policies within nine main themes to be reviewed and updated to comply with Provincial and Regional policy and address comments received from the public. An Executive Summary of the Background Report which includes a summary of initial public feedback can be accessed on [Let's Talk Halton Hills](#).

Phase 2 of the Project involved a community visioning exercise and was primarily based on gathering input from Glen Williams’ community members. As part of this Phase, a Virtual Open House was held on October 28<sup>th</sup>, 2020 to present the findings of the Background Report and gather initial public input on the policy areas identified to be reviewed and updated as part of the process. Staff worked alongside the Town’s Corporate Communications team to utilize a variety of tools on Let’s Talk Halton Hills to gather public input and inform the community via newspaper advertisements, social media messaging, mailouts and email blasts of opportunities to participate in the process.

The Draft Secondary Plan and Hamlet Design and Heritage Protection Guidelines have been reviewed by the project Technical Advisory Committee and Steering Committee (comprised of members of Council and community representatives from Glen Williams). On April 12, 2021, through Report PD-2021-0015 Council approved the release of the draft Secondary Plan for public review and authorized staff to present the draft Plan at two virtual Open Houses on April 22 and April 26. Based on preliminary comments from the Technical Advisory Committee, the Steering Committee and the public, the draft Secondary Plan has been refined and is being presented as appended to this report. All public input received during the Public Open House and Statutory Public Meeting will be considered, and additional feedback will be incorporated into the final Secondary Plan and Hamlet Design and Heritage Protection Guidelines, as appropriate.

**Figure 1: Glen Williams Secondary Plan Review Project Timeline**



## **COMMENTS:**

### **Draft Updated Secondary Plan:**

The final Draft Secondary Plan includes the following updates:

- Changes to the structure of the Secondary Plan to follow a new format for easy reading which includes: Goals and Objectives, Functional policies, Land Use policies, Implementation policies;
- Revisions to the Goal and Objectives to address feedback received as part of the public consultation process;
- Revisions to general/functional policies to address public feedback;
- Update of language for consistency with Provincial, Regional and Local policies;
- Addition of policies related to character areas: Historic Core, Mature Neighbourhoods, New Planned Areas;
- Revisions to reference the Region of Halton Natural Heritage System (NHS) policy framework in place of the Core and Supportive Greenlands policies, and included NHS development policies in accordance with the Region of Halton Official Plan;
- Revisions to land use policies for consistency with policy framework and to address recommendations and public and technical comments;
- Revisions to reference 'Environmental Impact Assessment' throughout the Plan in accordance with the Region of Halton Official Plan;
- Revisions to the NHS sections to address Town and CVC comments, including natural hazards and flood plain policies;
- Revised Schedules for land use, natural heritage and transportation.

### **Part One: Goals and Objectives**

As part of the Community Visioning Phase, the project team heard from the community the importance of ensuring that the updated goal considers the significance of protecting and preserving the natural and cultural heritage of Glen Williams. The updated goal states:

*" The goal of the Glen Williams Secondary Plan is to protect and preserve the natural and cultural heritage features of the Hamlet and to guide change that maintains and enhances the unique character of the Hamlet."*

In addition, changes were made to the Objectives of the plan to reflect public comments and ensure consistency with Provincial and Regional policies. Objectives have been grouped into the following categories: to manage growth and change, to protect and

enhance the Hamlet's cultural heritage value, to protect natural heritage, to protect and enhance open space areas, to promote and protect connectivity, and to address sustainability and climate change.

## **Part Two: Functional Policies**

This section of the Secondary Plan contains general policies applicable to all areas of the Hamlet related to Growth Management, the Natural Heritage System, Trail System, Servicing and Infrastructure (water servicing, wastewater servicing, stormwater servicing and expansion of existing services), Groundwater Protection and Management, Hamlet Boundaries and Buffers, Cultural Heritage Resources and Transportation. In addition, this part of the Plan describes the Character Areas in the Glen: Historic Core, Mature Neighbourhood and New Planned Areas and provides general policies for each of these areas. There are also functional policies that align with other important Town initiatives such as those related to Sustainability and Climate Change, Active Transportation, and Parks and Open Space.

## **Part Three: Land Use Policies**

The Land Use Policies Section of the Plan includes a description of specific policies that apply to each of the land use designations within Glen Williams. The following changes to the land use policies have been included in the final draft:

- Inclusion of Professional Medical or Dental Offices in the Hamlet Community Core Area to reflect public input;
- Permitting accessory apartments in the Hamlet Residential and Hamlet Estate Residential Areas as per OPA 38 (Accessory Dwelling Units);
- Additional policies related to the permitted uses in the Natural Heritage System to conform with Regional policy;
- Changes to the Core and Supportive Greenland policies to ensure conformity with the Regional Official Plan including:
  - o Updating the terminology to NHS1 and NHS2
  - o Including Regional requirement for an Environmental Impact Assessment to demonstrate no negative impact to the NHS
  - o Listing policies specific to NHS2 (former Supportive Greenland Areas) to recognize the local context while still conforming to the Region's requirement for an Environmental Impact Assessment to the satisfaction of the Region and the Town
  - o Including a Special Study Area as shown on Schedule H4-1 and H4-2 of the Secondary Plan attached as Appendix B to this report, which is subject to further study and assessment through an Environmental Impact

Assessment as part of the site-specific development application. It is also recognized that until such time that the recommendations of the EIA have been determined and approved by the Town and Region, these lands are not proposed to be subject to the Natural Heritage System land use policies of this Plan.

In general, most land use permissions remained the same and no changes related to the maximum permitted densities (2.5 dwelling units per net hectare in Hamlet Estate Residential Area and 5 units per net hectare in the Hamlet Residential Area) have been proposed through this review.

### **Part Three: Implementation Policies**

This Section of the Secondary Plan contains additional policies for how implementation tools are to be utilized to meet the objectives of the Plan.

Policies included in this section aim to address:

- Amendments to the Plan
- Zoning By-law Amendment
- Site Plan Control
- Legal Non – Conforming Uses
- Noxious Uses
- Complete Application Requirements
- Development on Partial Services
- Parkland Dedication
  - Parkland dedication or cash-in-lieu of parkland should be secured through development applications and used towards developing and acquiring public parkland and/or public recreational facilities. Should the Town adopt a Community Benefit Charge by-law, parkland dedication should be acquired in accordance with the by-law.
- Plans of Subdivision

### **Schedules**

The Draft Secondary Plan includes updates to the Land Use and Environmental Areas Schedules and a new Transportation Schedule. Primarily, changes to the schedules aim to address the following:

- Land use revisions to follow property limits;
- Land use revisions to comply with current zoning;
- Land use revisions to follow ROPA 38 Natural Heritage System limits and Credit Valley Conservation limits for NHS1 and NHS2 (formerly Core and Supportive Greenlands);

- Added Character Area Overlays for New Planned Areas and Historic Core with note added to reference Mature Neighbourhood Overlay identified in the Zoning By-law; and,
- Transportation Schedule added to identify Transportation Network in the Hamlet as well as active transportation connections identified through the Active Transportation Master Plan.

### **Hamlet Design and Heritage Guidelines:**

The Hamlet Design and Heritage Protection Guidelines work together with the Draft Secondary Plan. Although not a statutory document, the intent of the Guidelines is to guide future change in Glen Williams to ensure that proposed development complements the existing character of the hamlet. The document is organized as follows:

- Introduction and Purpose of Guidelines
- Design Guideline
  - Street type and pattern, Gateways, Public Realm and Gathering Spaces, Conservation of Cultural Resources, Lot Configuration and General Building Siting, Setbacks for the Character Areas (Historic Core, Mature Neighbourhood and New Planned Areas), Houses at Focal Points, Garages and Auxiliary Buildings, Architectural Design Guidelines for New Development, Landscaping, and Universal Design
- Implementation

### **Transportation Study:**

As part of this Project, additional transportation analysis has been completed to review intersection capacity and incorporate the active transportation network approved for the Hamlet as per the Town's Active Transportation Master Plan. The transportation consultant, WSP, has prepared a report providing an assessment of transportation conditions at three local intersections within Glen Williams (Confederation Street and Wildwood Road/Main Street, Main Street and Prince Street, and Main Street and Mountain Street) to inform the Secondary Plan review process. This analysis has been completed using traffic volumes from 2019. Pedestrian volumes were also analyzed during the peak periods to determine if pedestrian improvements should be considered at these intersections. In addition, a sightline analysis was also conducted at the intersection of Confederation Street and Mountain Street.

Although no additional changes are anticipated to the Secondary Plan, the report identifies a number of recommendations to be implemented through future transportation programs. The recommendations are being reviewed by

Town staff and an additional assessment will be considered as part of the final Recommendation Report on July 5th, 2021.

### **RELATIONSHIP TO STRATEGIC PLAN:**

This report directly aligns to the following values in the Strategic Plan 2019-2022 including:

#### Foster a Healthy Community

To maintain and enhance a healthy community that provides a clean environment and a range of economic and social opportunities to ensure a superior quality of life in our community.

#### Preserve, Protect and Enhance our Environment

To preserve, protect and enhance our natural environment for the health benefits and enjoyment it provides to present and future generations.

#### Preserve, Protect & Promote our Distinctive History

To preserve the historical urban and rural character of Halton Hills through the conservation and promotion of our built heritage, cultural heritage landscapes and archaeological resources.

### **FINANCIAL IMPACT:**

There are no financial impacts associated with this report.

### **CONSULTATION:**

Through the completion of the final Hamlet of Glen Williams Secondary Plan and corresponding Official Plan Amendment, Planning staff will continue to consult with staff from the different departments including Transportation, Development Engineering, and Recreation and Parks as well as staff from the Region of Halton and Credit Valley Conservation as part of the Technical Advisory Committee, and the Halton District School Board.

### **PUBLIC ENGAGEMENT:**

A [Public Engagement and Consultation Plan](#) has been prepared for the project which identifies objectives, key stakeholders and a consultation strategy for all phases of the Project. As required, the Draft Secondary Plan, Draft Official Plan Amendment and Draft Hamlet Design and Heritage Guidelines were uploaded to the Project Let's Talk Halton Hills page for the public to review and provide their input in advance of the Open Houses and Statutory Public Meeting. In addition, notices of the Open House and Statutory Public Meeting have been published in the Independent and Free Press, Social Media, mailed out to all properties within 120 metres of the Hamlet of Glen Williams and sent to residents and other key community stakeholders via email blasts.

## **SUSTAINABILITY IMPLICATIONS:**

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. The recommendation outlined in this report advances the Strategy's implementation. This report supports the Environmental Health pillar of Environmental Health and Social Well-Being. Consistency with Regional and Provincial policy will ensure that the updated Secondary Plan policies incorporate best practices with regards to the environment, climate change and resiliency.

The Secondary Plan Review will also update design guidelines and ensure that best practices in conservation are incorporated. In addition, by working with the residents of Glen Williams to address relevant issues and concerns in the community, the Town will ensure that residents feel welcomed, safe, connected, respected, and actively engaged in Halton Hills.

Overall, the alignment of this report with the Community Sustainability Strategy is good.

## **COMMUNICATIONS:**

A copy of this report will be forwarded to the Region of Halton, Credit Valley Conservation, and the Halton District School Board. These agencies have been involved throughout all phases of the project and will now be consulted on the final draft Secondary Plan, Hamlet Design and Heritage Protection Guidelines, and pertinent Official Plan Amendment.



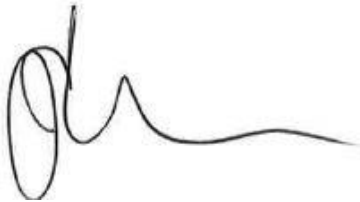
**CONCLUSION:**

The purpose of this report is to provide a status update on the Scoped Glen Williams Secondary Plan Review, and information with respect to the draft Official Plan Amendment to be presented as appended to this report which is in keeping with the Statutory Public Meeting requirements of the *Planning Act*. Staff anticipate a Final Recommendation Report will be presented to Council at the July 5<sup>th</sup> Meeting. As part of the final Recommendation Report, a Consultation Summary Report will be prepared summarizing all public comments on the draft Secondary Plan including staff responses.

Reviewed and Approved by,



Bronwyn Parker, Director of Planning Policy



John Linhardt, Commissioner of Planning and Development



Bill Andrews, Acting Chief Administrative Officer