



November 30, 2022

Ms. Margaret Potter  
Senior Planner  
Town of Meaford

**VIA EMAIL ONLY**

Dear Ms. Potter,

**RE: Meaford Union Centre  
Proposed Draft Plan and Zoning By-law  
County File No. 42T-2021-05: Town File No. Z07-21  
PJR Addendum**

This is further to your email of November 9, 2022 and our meeting of November 17, 2022 on the above referenced files. Per your request, please accept this reporting letter as our addendum to the June 2021 Planning Justification Report (PJR).

The purpose of this addendum is to identify and address several minor changes to the Draft Plan and proposed Zoning By-law Amendment originally submitted in 2021. The Draft Plan provided as part of the original application was Revision Number 3, dated May 31, 2021 (copy attached). The Draft Plan submitted as part of the Second Submission package was Revision number 7, dated October 19, 2022 (copy attached). For the most part, Revision Number 7 addresses subdivision design detail matters arising out of proposal circulation comments. The following points summarize the changes.

1. Block 69 (Block 70 in the 2021 Draft Plan) is situated to the east of Lot 42. Lot 42 is a lot proposed to be divided into a semi-detached dwelling lot (one Lot to create two semi-detached dwelling unit types). The creation of the semi-detached lots within the overall Draft Plan will be via a Reference Plan and utilizing release of Part Lot Control provisions under the Planning Act. More recently, this method has been very successful through Grey County in the creation of semi-detached lots at the Windfall Subdivision in the Town of the Blue Mountains as well as the Timberwolf and Richpark common element condominiums in the same town. Block 69 identifies lands to be added to the north half of Lot 42 at time of creation of that north half. It is noted that lands to the east and south of Block 69 are a different land parcel not subject to this Draft Plan. Should a plan for development be proposed on these adjacent lands, Block 69 may be better utilized for a more efficient lot layout on those east lands. Creating Block 69 at this point provides for that flexibility. It is proposed that this unique situation can be addressed through a condition of Draft Approval that is suggested as follows:

*Block 69 shall be added to the north half of Lot 42 at time of registration of the north half of Lot 42. Alternatively, prior to registration of the north half of Lot 42, Block 69 may be added to the easterly adjacent lands. Block 69 shall not be landlocked and shall be added to lands having frontage onto a municipal road or, lands having frontage onto a common element condominium road. The Zoning By-law shall have 'h' Holding provisions requiring that the Town be satisfied that Block 69 is to be added to lands having frontage onto a municipal road or, frontage onto a condominium road.*

2. Block 67 (Blocks 68 and 69 in the 2021 Draft Plan) represents an expanded Storm Water Management Facility made necessary in order to address engineering comments on the first submission engineering approach. The additional area was achieved by deleting a residential Lot and decreasing lot lengths (west of Block 69 on the 2021 Draft Plan). Block 67 also incorporates the lands for the required SWM maintenance access service lane (Block 69 on the 2021 Draft Plan). To be consistent with the municipal zoning approach on such lands, Block 67 will be zoned Environmental Protection (EP). Block 67 will be conveyed to the municipality.
3. Block 68 in the 2022 Draft Plan represents lands identified by the GSCA as being part of a localized drainage feature requiring retention and protection. Accordingly, these lands will be zoned Environmental Protection. The separate Block boundaries and identifier are considered necessary to allow for any specific conditions of Draft Approval relating to protection measures for this feature. Creation of EP Block 68 required reducing lot lengths and reconfiguring lots in the south-east sector of the Draft Plan. Block 68 (2022 Draft Plan) will also be conveyed to the municipality.
4. Block 70 represents a common element condominium road facility. This road facility was modified to eliminate a hammerhead turning approach at the south-east corner. In addition, the junction at Street A right of way was provided with right angle approach geometrics as opposed to a turning radius approach. This change reflected the fact that radii were already accounted for in the standard municipal right of way engineering standards approach. Parallel to but outside of the outer edge of Block 70 will be a 3m easement for purposes of utilities and a paved walkway. On the inner edge, a 2.5m easement will be provided for utility purposes. The utility and walkway features are shown in engineering cross sections included as part of the second submission package (Figure 4 "Cross Section Private" in the Crozier FSR October 2022 report).
5. Like Block 70, Block 71 is a common elements condominium road feature. The junctions at Street A are similarly modified to reflect the right-angle drafting approach and, the same easements approach is also proposed.
6. Lot 16 (Lot 17 on the 2021 Draft Plan) fronts on Centre Street and was initially proposed to be serviced from the east (rear) via an access off the common element condominium road. In response to comments from the municipality, the easterly servicing and access proposal was removed in favour of having Lot 16 serviced by municipal services directly off Centre Street

when such services are available. Minor lot line adjustments were made along the west side of Block 72 in the 2021 Draft Plan to account for the removal of the access driveway to Lot 17. It is proposed that a specific condition of Draft Approval will require this Centre Street only servicing approach for Lot 16 and, the implementing zoning By-law amendment will specify that this lot is for single detached use only. A condition of Draft Approval is suggested as follows:

*Lot 16 shall require municipal water and sewer servicing off Centre Street to the satisfaction of the Town.*

The Subdivision Agreement would implement this condition with special provisions clause addressing servicing for Lot 16 and availability of a Building Permit.

7. The question of easements was raised during the proposal circulation stage. Easements associated with the common elements road and servicing are explained above with additional detail provided through Crozier. Given the rear yard minor drainage swale requirement, the Town has requested that the approved plans include easements to ensure protection and maintenance of the rear yard swales. Both easement types are generally shown on the easement sketch plan attached with this submission. It is noted that standard practice is to identify all easements on a Reference Plan that is generated during the Subdivision Agreement process. It is anticipated that conditions of Draft Approval will identify the need for known easements at time of Draft Approval and, will include standard general catch all requirements for easements to be provided to the satisfaction of the municipality and/or utility.
8. In terms of unit type and density, the October 2022 revised Draft Plan will yield a total of 83 dwellings: 49 detached dwelling types and 34 semi-detached dwelling types for an overall density of 22.4 units per ha. The 2021 Draft Plan had proposed 86 units at a density of 21.9 upha. The increase in density to 22.4 upha is a result of increasing lands dedicated as "EP".
9. The proposed Zoning By-law initially submitted has been re-drafted (copy attached) to account for the following additional minor matters:
  - a. To maintain 'h' Holding provisions to be satisfied upon execution of a Subdivision Agreement.
  - b. To zone the SWM facility and minor drainage feature "EP", Environmental Protection.
  - c. To identify Lot 16 for single detached residential use only.
10. The overall development character and approach is consistent with the initial 2021 submission. The following key attributes remain:
  - a. The proposed land uses conform to the intent of the respective County and Town Official Plans.
  - b. The singled detached and semi-detached unit mix and types remain.

- c. The overall Draft Plan structure remains: Creation of a municipal road (Street A) off which two condominium roads will be serviced (Blocks 70 and 71).
- d. Lands for a SWM facility comprise the Draft Plan.

## Summary

As a result of municipal and agency comments, the initial Draft Plan submitted for approval in 2021 has been revised. In the context of the overall land use and development structure, the revisions are relatively minor. Likewise, the initial Zoning By-law Amendment proposal has been modified to account for changes to the Draft Plan.

Since the time that the initial application was deemed complete (2021) we are not aware of any policy changes in terms of the Provincial Policy Statement (PPS) or the Official Plans of the County or Town that affect this application. In that regard we maintain that the subject proposal, with its minor changes, remains consistent with the PPS and conforms to the intent of the Grey County Official Plan and the Town of Meaford Official Plan. The subdivision layout along with provision of a mix of dwelling types on full municipal services while addressing drainage features and storm water control design approaches remains an example of good planning and continues to merit support.

We look forward to your review of our comments and offer that should you have any questions or comments to please feel free to contact the undersigned at your earliest convenience. We note that Bill 23 received Royal Assent on November 28, 2022. This legislation has far-reaching implications on land use planning and development in Ontario. Upon a cursory overview of the Bill, we don't find anything that would immediately affect the structural basis of our land use proposal and subdivision design. However, there may be implications on the wording of the Zoning By-law amendment as it relates to restricting uses to single detached and semi-detached dwelling units. Possibly it is sufficient for now to ensure the proposed Zoning By-law Amendment conforms to the intent of the Official Plan and appropriately implements the Draft Plan of Subdivision. We are open to your comments on this aspect.

Yours Truly,



Travis & Associates  
Colin Travis MCIP RPP

Cc: Owner: Ownership Group c/o Ryan Rebello  
Grey County Planning Department: Hiba Hussain  
Crozier Engineering: George Cooper

