



## Staff Report

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**Report To:** Council Meeting  
**From:** Heather James, Planner  
**Date:** 2020-09-10  
**Subject:** 2020 West Elgin Zoning By-law Introduction to the Housekeeping Amendment

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### **Recommendation:**

That West Elgin Council hereby receives the report from Heather James regarding the introduction to the 2020 West Elgin Zoning By-law Housekeeping Amendment; and,

That West Elgin Council provides preliminary approval on the proposed amendment and provides direction to staff to proceed with the public meeting for the housekeeping amendment.

### **Purpose:**

The purpose of this report is to provide Council with an introductory report on the housekeeping amendment to the Municipality of West Elgin Comprehensive Zoning By-law 2015-36.

### **Background:**

A municipality is required to review its zoning by-law no less than every three years after an official plan has been updated or new plan has been approved to determine if an update is required. The West Elgin Comprehensive Zoning came into effect in 2015, four years after the West Elgin Official Plan was approved with modifications from the Ministry of Municipal Affairs and Housing. In 2019, West Elgin Council updated the zoning by-law to provide definitions and regulations for cannabis; added regulations for shipping containers and storage units; added regulations for lighting facilities; and, removed minimum ground floor area for a dwelling unit where permitted.

In the spring of 2020, it was identified by staff, Council and the public that the zoning by-law requires a further update. The proposed amendment to the zoning by-law would include the following:

- Deleting the line in the preamble for the Future Residential (FR) Zone - *'In the interim, to prevent premature development, no buildings or structures are permitted.'* to provide clarity;
- Adding a table with FR Zone Standards that match the General Agricultural (A1) Zone Standards table as there are no zone standards in the FR zone;
- Adding a table with Future Development (FD) Zone Standards that match the A1 Zone Standards table as there are no zone standards in the FD zone;
- Adding a new subsection to Section 4.2 Construction Uses called Temporary Buildings which would permit the use of an existing dwelling, mobile home, park model home or travel trailer as a construction or temporary building during the construction of the principle or main building on a property for a period of no greater than twelve months and provided a building permit has been issued for the construction of the principle or main building, and, lastly would require a building permit to include the requirement to remove and/or demolish

such temporary buildings, mobile home, park model home and travel trailer within a specified time period;

- Adding a subsection to Section 4.4 Established Building Lines to require the use of established building lines to only be applied where there are at least 50% of the lots developed and that this subsection only apply to Residential First Density (R1), Residential Second Density (R2) and Hamlet Residential (HR) Zones;
- Delete Schedule “H” – Minimum Distance Separation (MDS) Formulae and update all sections that reference MDS Formulae to apply the Provincially approved MDS Document, as amended from time to time;
- Adding a subsection to Section 1.4 Interpretation to permit changes to typographical or section references without an amendment to the Zoning By-law, where such corrections do not affect the intent of the Zoning By-law; and,
- Fix mapping errors on maps where either the zoned area is in the wrong location on the map or a zone is missing.

### **Next Steps:**

Should Council wish to proceed with the proposed housekeeping amendment, a notice of public meeting would be published in the West Elgin Chronicle on September 17, 2020 and a notice of public meeting as well as the draft zoning by-law amendment would also be posted on the municipality’s website on September 17, 2020. The public meeting would be held on October 8, 2020 and would be an in-person meeting with the opportunity for the public to make verbal representation as well as submit comments either in writing or by email prior to the public meeting. Lastly, even though we are limited on the number of people who can gather at the public meeting, based on a prior public meeting to update the zoning by-law, it is anticipated we will not exceed this number.

### **Financial Implications:**

Costs for a newspaper notice, which will be \$300 to \$400 to publish in the West Elgin Chronicle.

### **Policies/Legislation:**

A comprehensive review of applicable policies and legislation relating to the housekeeping amendment will be addressed in a subsequent report.

### **Related Documents:**

None currently.

## Report Approval Details

Document Title:	2020 West Elgin Zoning By-law Housekeeping Amendment Introduction - 2020-21-Planning.docx
Attachments:	
Final Approval Date:	Sep 8, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott