



Planning in Ontario

Case Study: Village of Manotick

Presented to the Probus Club of Ottawa –
Rideau Valley in Manotick

January 4, 2012

Contact Information

Krista Libman, MCIP, RPP

Krista.Libman@ottawa.ca

(613) 580-2424, x. 27893

Jeff Ostafichuk, MCIP, RPP

Jeff.Ostafichuk@ottawa.ca

(613) 580-2424, x. 31329



Agenda

- The Legislative and Policy Basis
- The Development Review Process
- A Case Study: The Village of Manotick
- The Planning Primer Program

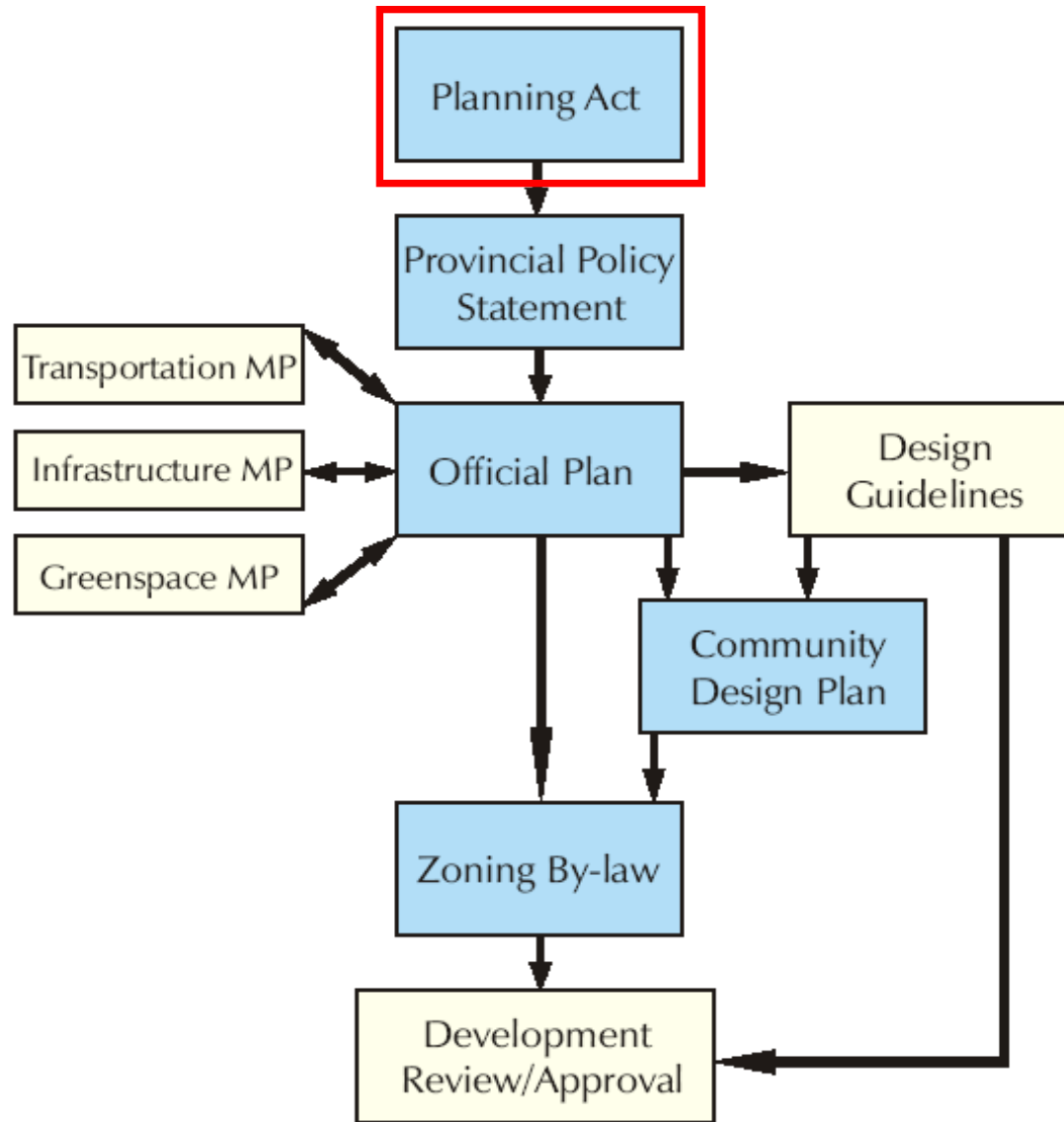


The Legislative and Policy Basis for Land Use Planning in Ontario

- The *Planning Act*
- The Provincial Policy Statement (PPS)
- The Official Plan
- The Zoning By-law



Planning Hierarchy



The purposes of this Act are,

- (a) to promote **sustainable economic development** in a **healthy natural environment** within the policy and by the means provided under this Act;
- (b) to provide for a **land use planning system** led by provincial policy;
- (c) to integrate **matters of provincial interest** in provincial and municipal planning decisions;
- (d) to provide for planning **processes that are fair** by making them open, accessible, timely and efficient;
- (e) to encourage **co-operation and co-ordination** among various interests;
- (f) to recognize the **decision-making authority** and **accountability** of municipal councils in planning.

The *Planning Act*

- The province establishes the rules for land use planning, to be followed by municipalities, through the *Planning Act*.
- Last substantial review was Bill 51 - 2007



The *Planning Act* establishes

- **Types of Development Applications** (e.g. Zoning By-law Amendment, Site Plan Control Application)
- **Timelines for processing applications** (e.g. ss.17(40) Council must render a decision on an OPA within 180 days of receipt of the application, or an appeal may be launched)
- **Public Consultation Requirements** (e.g. Posting of signs, mailing of notices, advertisement of meetings)

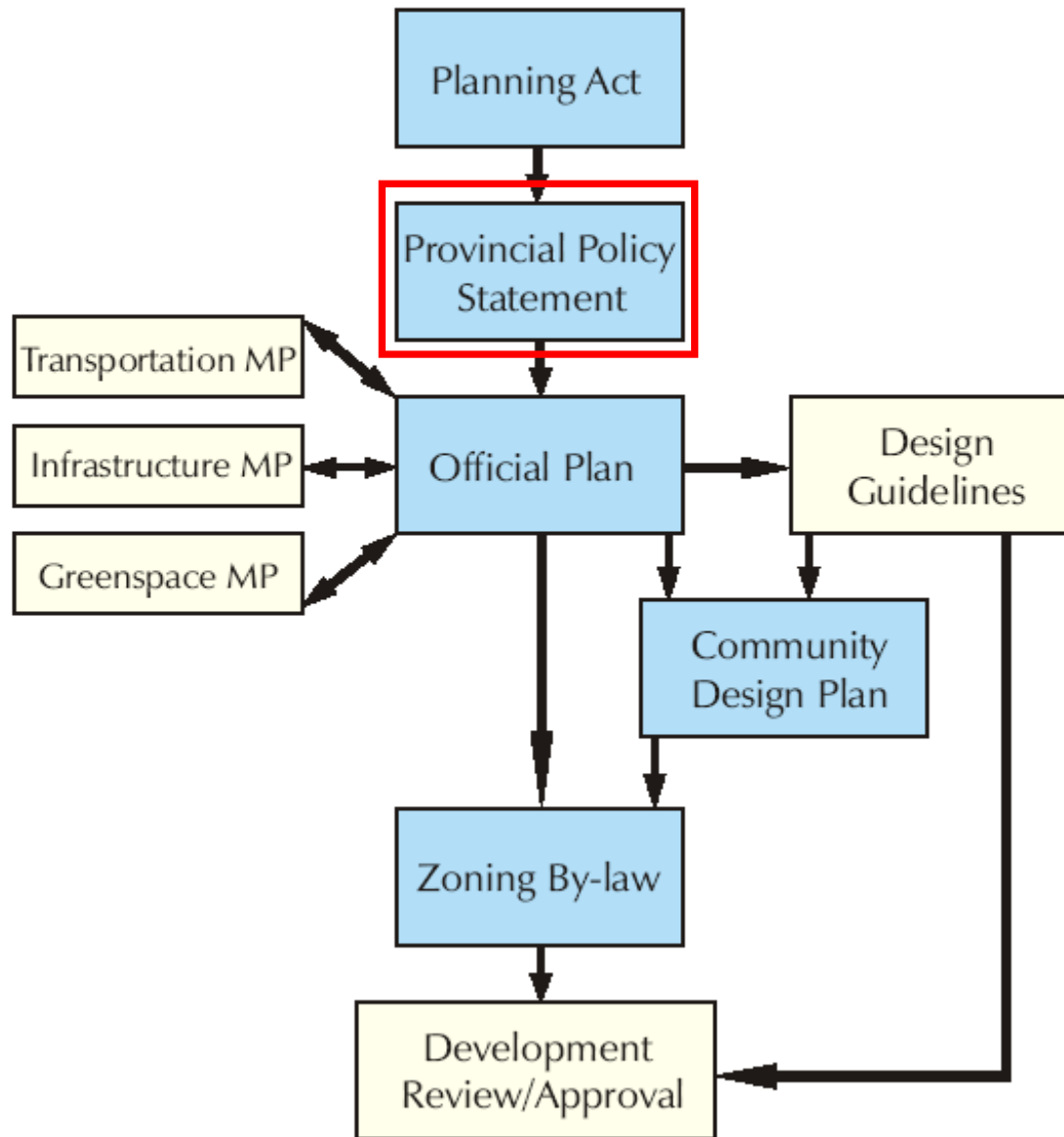


The *Planning Act* establishes

- **Opportunities for Public Input** (e.g. Statutory Public Meetings and Hearings)
- **Opportunities for Appeal** (e.g. lack of decision, dissatisfaction with decision)
- **Approval Authorities** (City Council, Delegated Authority, Committee of Adjustment, Minister of Municipal Affairs and Housing, Ontario Municipal Board)



Planning Hierarchy



The Provincial Policy Statement provides policy direction on matters of **provincial interest** related to land use planning and development. As a key part of Ontario's **policy-led planning system**, the Provincial Policy Statement sets the policy foundation for regulating the **development and use of land**. It also supports the provincial goal to **enhance the quality of life** for the citizens of Ontario.

The Provincial Policy Statement (PPS 2005)

- Issued under the Planning Act
- Sets the policy foundation for regulating the development and use of land in Ontario
- Guides municipalities in creating their planning policies, as the policies adopted by the City “shall be consistent with” the direction of the PPS



- The PPS is divided into three sections:
 - Building Strong Communities
 - Wise Use and Management of Resources
 - Protecting Public Health and safety

2005

Provincial



Policy

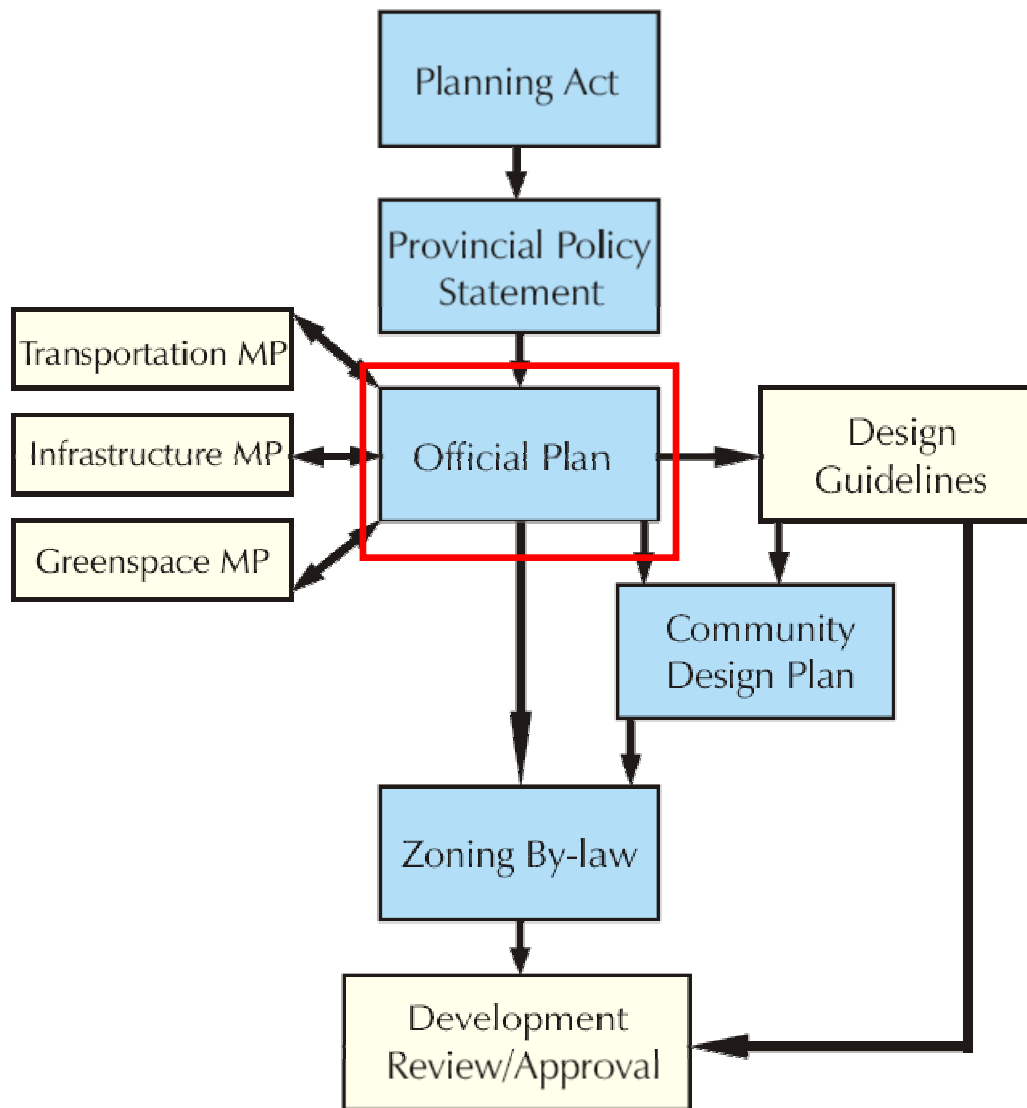
Statement

Example: Wise Use and Management of Resources

- **Agriculture**
- Protect prime agricultural areas for long-term agricultural use
- Removal of prime agricultural land for settlement expansion only through comprehensive municipal review



Planning Hierarchy



The Official Plan provides a **vision of the future growth** of the city and a policy framework to guide its **physical development** to the year 2031. It is a **legal document** that addresses **matters of provincial interest** defined by the **Provincial Policy Statement** under the **Ontario Planning Act**.

The Official Plan guides the physical growth and development of the municipality:

- Where land uses will go
- Where services will be needed/provided
- What lands will be preserved from development
- How decisions will be made
- How consultation will occur



Volume 1: Official Plan

- Section 1: Introduction
- Section 2: Strategic Directions
- Section 3: Designations and Land Use
- Section 4: Review of Development Applications
- Section 5: Implementation
- Section 6: Schedules
- Section 7: Annexes



- Volume 2A: Secondary Plans
 - Former Ottawa, Former Nepean, Former Rockcliffe, Richmond Road/Westboro Secondary Plan (2009)
- Volume 2B: Site-Specific Policies
 - Former Cumberland, Former Gloucester, Former Kanata, Former Vanier
- Volume 2C: Village Plans*
 - Manotick Secondary Plan, approved 2001
- All are part of the Official Plan, and subject to the full Official Plan Amendment process

* Currently under review: ottawa.ca/ruralreview



The Official Plan Online

www.ottawa.ca/officialplan

Residents Visitors City Hall Business Online Services

Home > City Hall > Ottawa 20/20 > Official Plan

Official Plan

This page contains a consolidation of the Official Plan for the City of Ottawa as adopted by City Council on May 14, 2003, modified by the Minister of Municipal Affairs and the Ontario Municipal Board in various decisions. The consolidation is continuously updated as Council adopts Official Plan Amendments.

The Official Plan is comprised of four volumes.

- Volume 1 – The City of Ottawa Official Plan
- Volume 2A – Secondary Plans
- Volume 2B – Site Specific Policies
- Volume 2C – Village Plans

A list of the amendments to the Official Plan as adopted by Council is available [here](#).

Official Plan Amendment 76 approved by Council June 24, 2009

Notice of Decision issued by the Ministry January 4, 2010

Residents can view the draft version of the [OPA 76](#) changes to the Official Plan and the [Notice of Decision](#) issued by the Ministry of Municipal Affairs and Housing. A copy of the Ministry's Decision to modify and approve OPA 76 is available from the Ministry or from city staff.

CON015

Select Language ? ? ?

Implementation Tools that sit Outside the Official Plan

- **Community Design Plans:** Council-approved planning exercise, translates the principles, objectives and policies of the Official Plan to specific areas and streets.



Leitrim Community Design Plan



Community Plan for the Village of Constance Bay



Community Design Plan for the Village of Carp

Implementation Tools that sit Outside the Official Plan

- **Urban Design Guidelines:** Council-approved documents that provide guidance to ensure compatibility of infill and intensification proposals in a variety of circumstances and locations.



Urban Design Guidelines
for Development along
Traditional Mainstreets



Design Guidelines for Rural
Villages



Urban Design Guidelines
for Low-Medium Density
Infill Housing Update 2009

Implementation Tools that sit Outside the Official Plan

- **Urban Design Review Panel:** Council-appointed panel of urban design professionals who provide guidance on development in Design Priority Areas.



Roads and Transportation	Water and Environment	Garbage and Recycling	Recreation and Culture	Health and Safety	Licences and Permits	Social and Community Services	City Hall
--------------------------	-----------------------	-----------------------	------------------------	-------------------	----------------------	-------------------------------	-----------

[Home](#) > [Planning](#) > [Development Application Review Process](#) > [Urban Design Review Panel](#)

Urban Design Review Panel

Urban Design Review Panel

Applications Subject to the Urban Design Review Panel Process

Panel Meeting Format

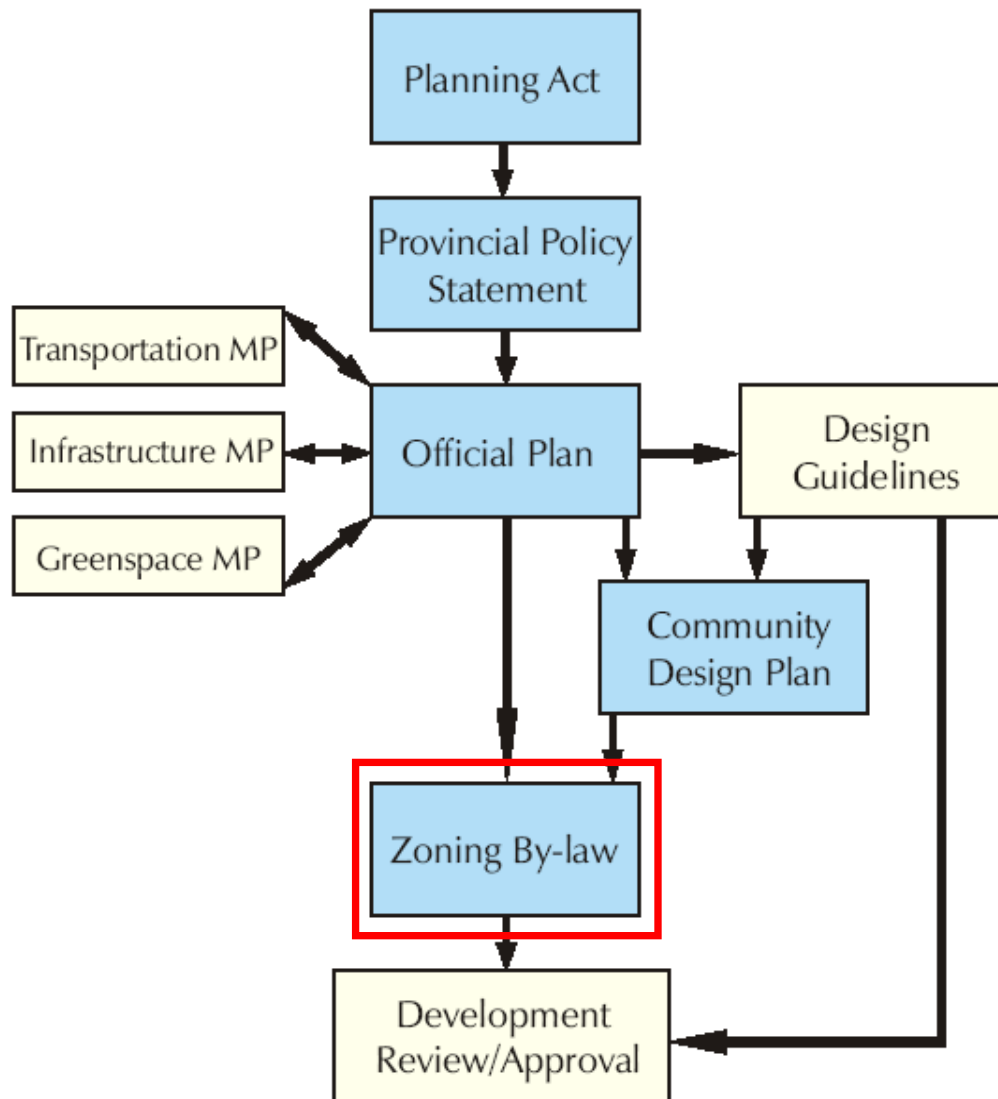
Submission Requirements

Panel Meeting Schedule

Ottawa's Urban Design Review Panel is an independent advisory panel of volunteer professionals who provide an objective peer review of both capital and private sector development projects throughout the City's Design Priority Areas. The Panel is an important addition to the City's formal design review process and is intended to enhance the City's capabilities in achieving architectural and urban design excellence.

The City of Ottawa's Urban Design Review Panel was approved by City Council and made permanent on Thursday, October 6, 2010.

Planning Hierarchy



Zoning by-laws

34. (1) Zoning by-laws may be passed by the councils of local municipalities:

Restricting use of land

Restricting erecting, locating or using of buildings

Marshy lands, etc.

Contaminated lands;

sensitive or vulnerable areas

Natural features and areas

Significant archaeological resources

Construction of buildings or structures

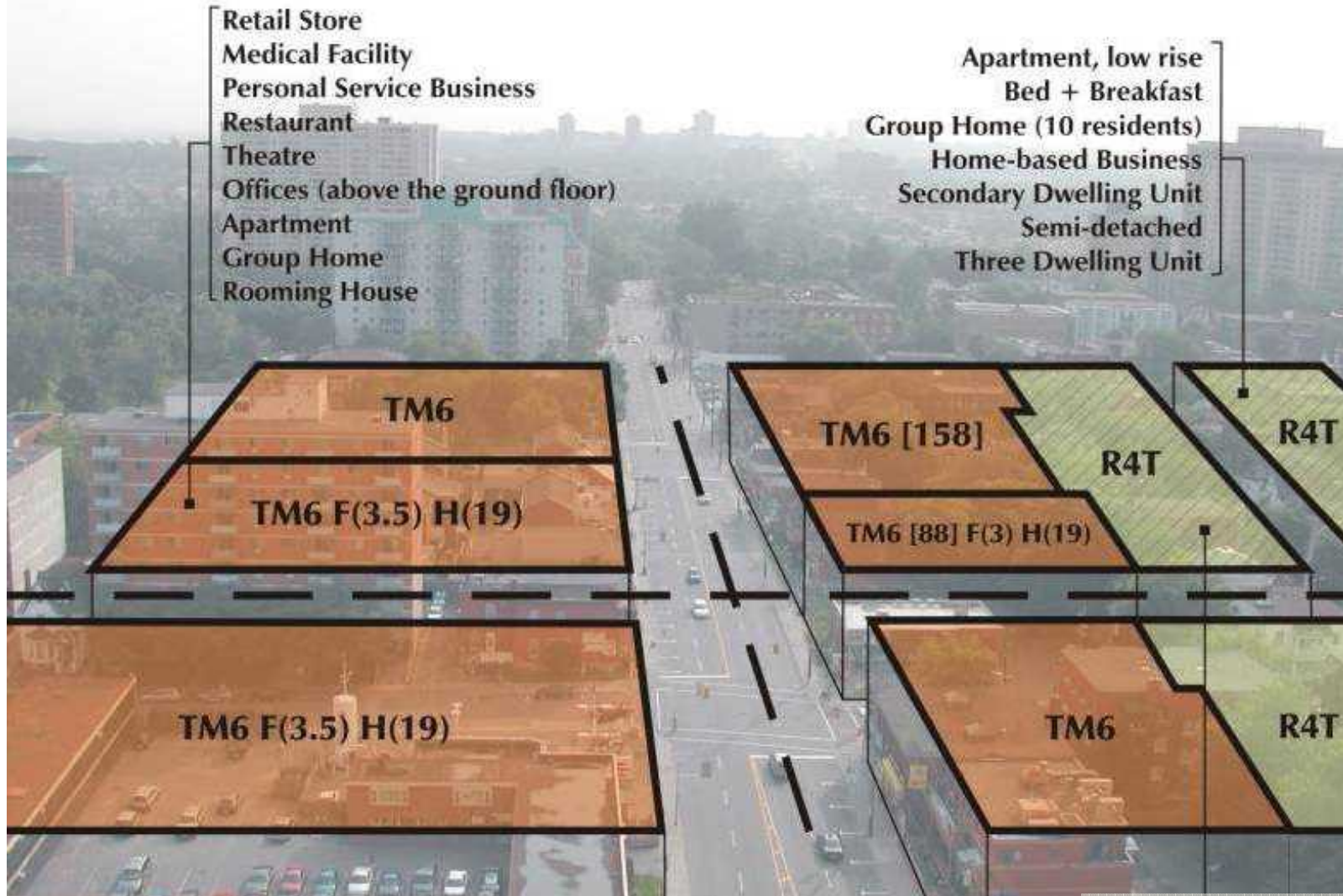
Minimum elevation of doors, etc.

Loading or parking facilities

Traditional Mainstreet / Residential



Zoning and Uses Permitted



Provisions

General Provisions: Part 2

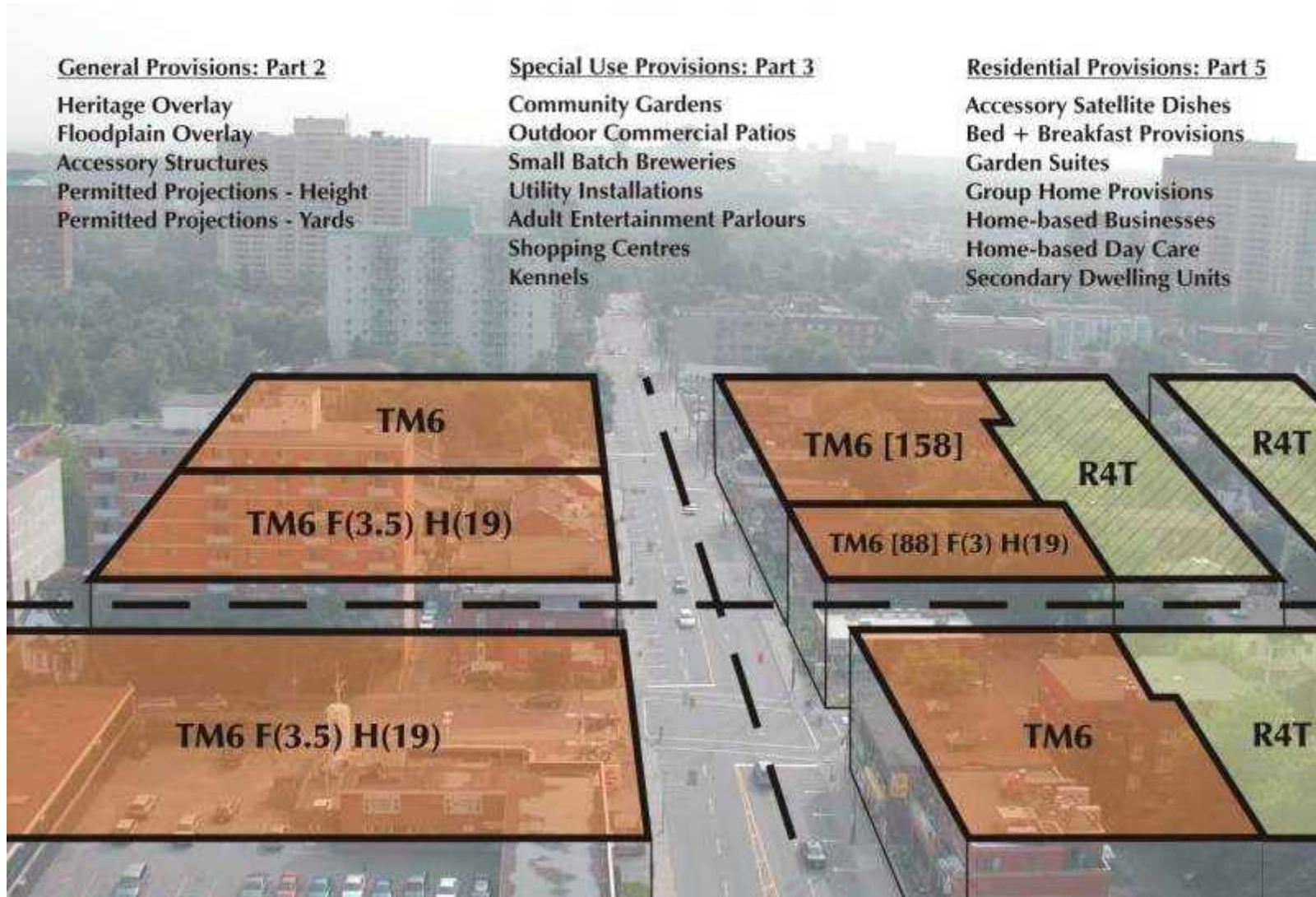
Heritage Overlay
Floodplain Overlay
Accessory Structures
Permitted Projections - Height
Permitted Projections - Yards

Special Use Provisions: Part 3

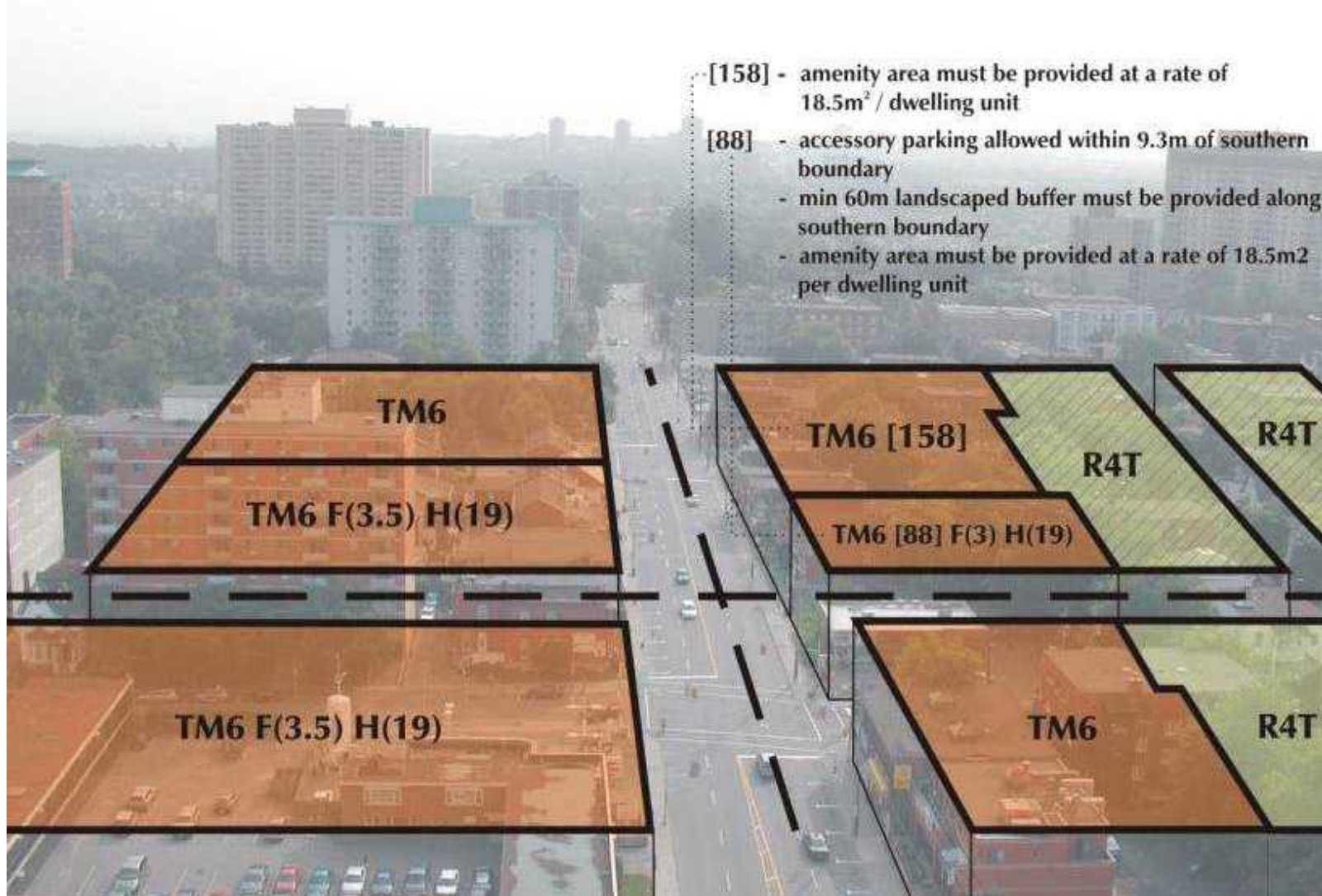
Community Gardens
Outdoor Commercial Patios
Small Batch Breweries
Utility Installations
Adult Entertainment Parlours
Shopping Centres
Kennels

Residential Provisions: Part 5

Accessory Satellite Dishes
Bed + Breakfast Provisions
Garden Suites
Group Home Provisions
Home-based Businesses
Home-based Day Care
Secondary Dwelling Units



Exceptions

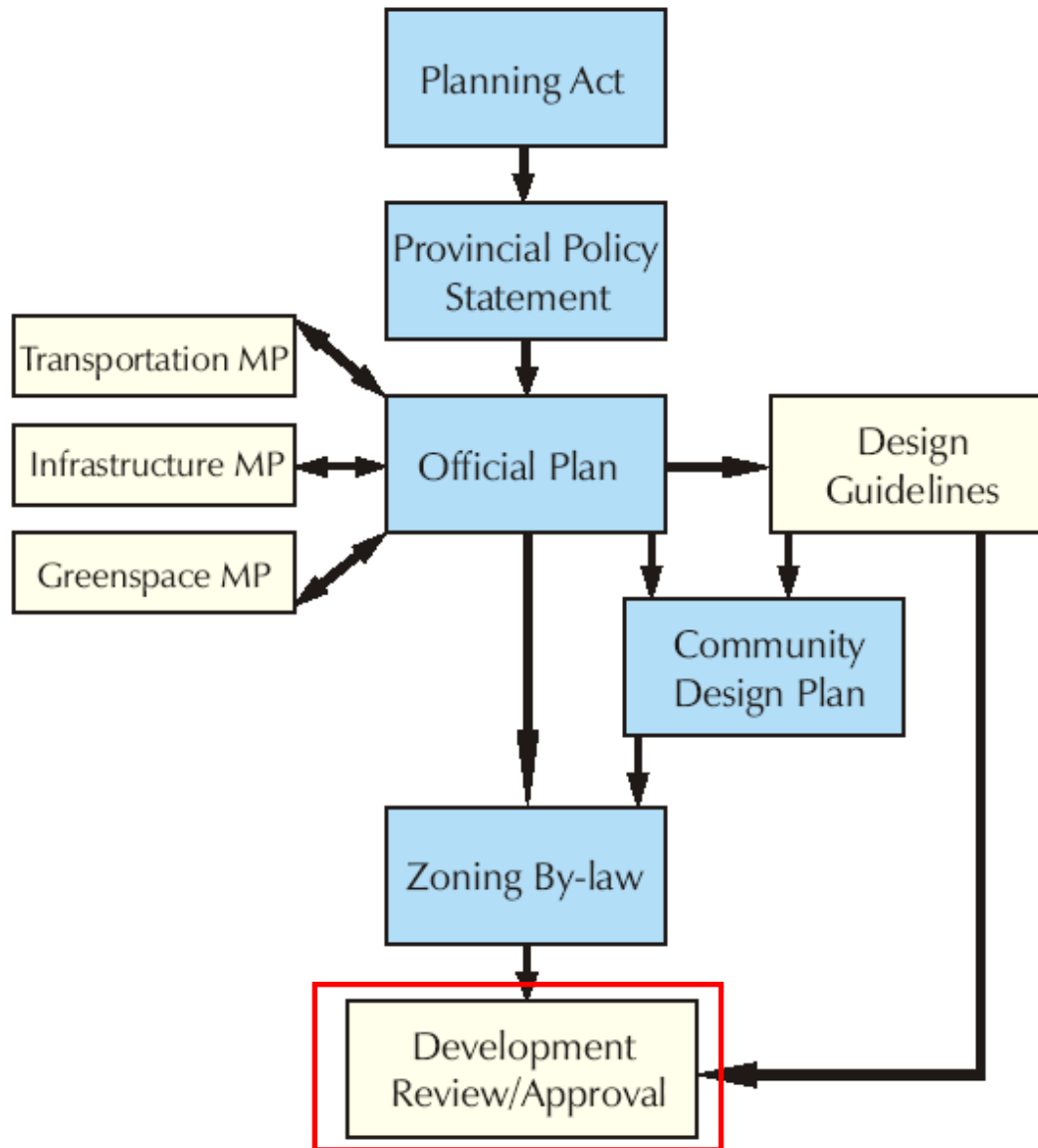


The Development Review Process

- The Planning Process
- 6 most common applications
- Development Applications Online



Planning Hierarchy



Official Plan Section 4

Land development is the key source of growth and change in a municipality. A city can exert a strong influence over the nature and pace of land development by reviewing development applications and approving only those projects that respect the principles expressed in its Official Plan. ... The review process also involves community stakeholders and the general public, who are invited to participate in community meetings or other consultation processes in order to bring their views concerning development applications to the municipality's attention.

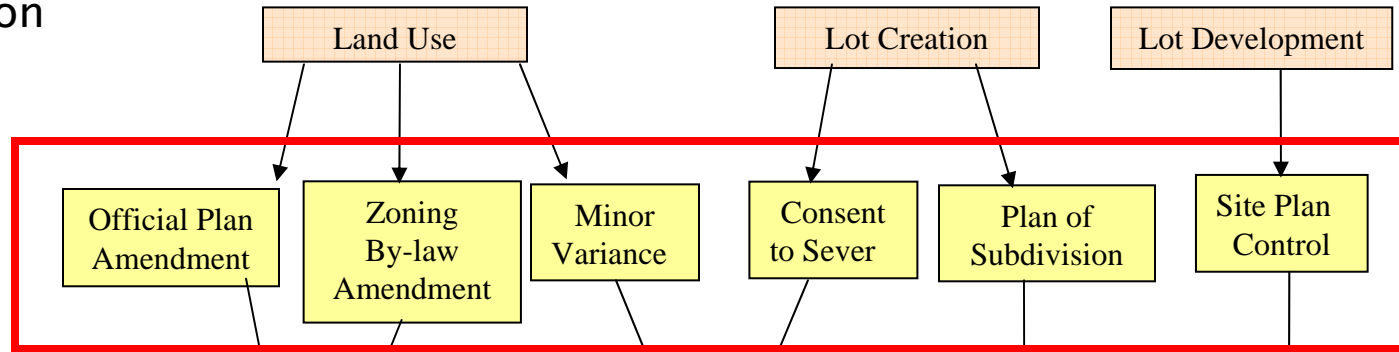
The Planning Process

1. Pre-Application Consultation
2. Application Submission
3. Application Deemed Complete
4. Community “Heads Up”
5. Technical and Public Circulation
6. Posting of On-site Sign
7. Community Info and Comment Session
8. Issue Resolution and Report Preparation
9. Notice of Decision if delegated to staff
10. Notice of Public Meeting
11. Notice of Decision by Committee or Council
12. Post Approval Process

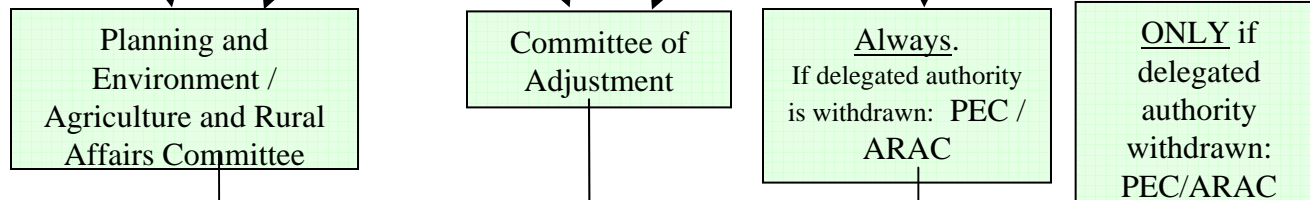


6 Most Common Development Applications

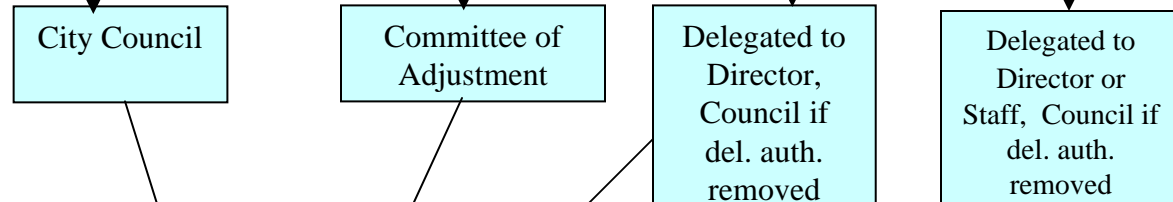
Application Category



Public Meeting



Approval Authority



Appeal



444, voie Callisto Way



Plan of Condominium Proposal

An application to establish a Common Elements Condominium for a private road

Public Meeting

Tuesday, September 28th, 2010
6:00 p.m.
Walter Baker Sports Centre
100 Malvern Street

Proposition de plan de copropriété

Demande en vue d'établir une copropriété des parties communes pour une rue privée

Réunion Publique

Le mardi 28 septembre 2010
18 h
Centre sportif Walter Baker
100, rue Malvern

613-580-2424, ext. 27505
Lily.Xu@ottawa.ca
More Information at ottawa.ca/devapps

613-580-2424, poste 27500
Martin.Barakengera@ottawa.ca
Plus d'information sur ottawa.ca/devapps

Development Applications Online:

www.ottawa.ca/devapps

The screenshot shows the Ottawa Development Applications Online website. At the top left is the Ottawa logo. To the right are links for 'Français', 'Site Map', 'Contact Us', and 'Rate Our'. Below this is a navigation bar with 'Residents', 'Visitors', 'City Hall', 'Business', and 'Online Services'. A search box is located on the right side of this bar. The main content area has a breadcrumb trail: 'Home > Residents > Development Application Search'. On the left is a sidebar with a 'Development Application Search' menu containing 'Advanced Search', 'Find a Ward', and 'FAQ'. Below the menu is a 'Related Links' section with various links. The main content area has a black header for 'Development Application Search' with a search input field and a 'Search' button. Below the input field is an example: 'Example: "Alta Vista" Woodroffe Commercial Subdivision'. To the right of the input field are links for 'Advanced Search', 'Find a Ward', and 'eMaps'. Below this is a paragraph: 'This Website contains information about the following development applications, subject to public consultation. Development information received before February 1, 2008 is not available online.' This is followed by a list of application types: 'Official Plan Amendment', 'Zoning By-law Amendment', 'Plan of Subdivision', 'Site Plan Control', 'Cash in Lieu of Parking', 'Demolition Control', and 'Plan of Condominium'. At the bottom, there is a notice: 'IT IS IMPORTANT THAT YOU READ THE FOLLOWING TERMS OF USE AND CONDITIONS CAREFULLY. [Read More>>](#)'

Ottawa

Français Site Map Contact Us Rate Our

Residents | Visitors | City Hall | Business | Online Services Search

Home > Residents > Development Application Search

Development Application Search

Advanced Search

Find a Ward

FAQ

Related Links

Development Application Review - A 12 Step Process

Glossary of Terms

Making a Presentation to the Planning and Environment Committee

Committee of Adjustment

Zoning By-law

Design and Planning Guidelines

Planning Act

Development Application Search

Search

Example: "Alta Vista"
Woodroffe
Commercial
Subdivision

[Advanced Search](#)
[Find a Ward](#)
[eMaps](#)

This Website contains information about the following development applications, subject to public consultation. Development information received before February 1, 2008 is not available online.

- Official Plan Amendment
- Zoning By-law Amendment
- Plan of Subdivision
- Site Plan Control
- Cash in Lieu of Parking
- Demolition Control
- Plan of Condominium

IT IS IMPORTANT THAT YOU READ THE FOLLOWING TERMS OF USE AND CONDITIONS CAREFULLY. [Read More>>](#)

Search: Manotick

Search Results

Example: "Alta Vista"
Woodroffe
Commercial
Subdivision

[Advanced Search](#)
[Find a Ward](#)
[eMaps](#)

4 results returned

<u>Application #</u>	<u>Application Type</u>	<u>Review Status</u>	<u>Status Date</u>
5676 Manotick Main Street D07-16-09-0017	Plan of Subdivision	OMB Package Sent	Aug 24, 2011
1175 Manotick Station Road D07-16-09-0033	Plan of Subdivision	Application on Hold	Sep 8, 2010
5676 Manotick Main Street D02-02-10-0048	Zoning By-law Amendment	Application on Hold	Aug 11, 2010
5541 Ann Street 5542 Manotick Main Street D07-12-11-0048	Site Plan Control	Application on Hold	May 18, 2011

Application Details

Example: "Alta Vista"
Woodroffe
Commercial
Subdivision

[Advanced Search](#)
[Find a Ward](#)
[eMaps](#)

[Return to Search Results](#)

Application #: D07-12-11-0048 Date Received: March 23, 2011
Address: [5541 Ann Street](#) [5542 Manotick Main Street](#)

Ward: Ward 21 - RIDEAU-GOULBOURN - Scott Moffatt Application:
Site Plan Control Review Status: Application on Hold Status Date: May 18, 2011

Description:

The purpose of this application is to enable a new building, with associated parking and landscaping to be developed on the 5541 Ann Street parcel and to accommodate parking on the 5542 Main Street parcel for the existing building. A new building is proposed for the parcel fronting Ann Street, although functionally fronting Tighe Street. For the proposed building, the parking would be located at grade, with 7 spaces located under the second floor of the building and 4 spaces along Tighe Street. Three of the spaces under the building would be accessed from Ann Street and four would be from a lane off Tighe Street. Four parking spaces for the existing building are proposed to be accommodated at the rear of the building by a lane off Tighe Street that is shared with the other parcel.

Supporting Documents:

Requirements for supporting documentation vary according to application type and proposal complexity. As a result, some proposals warrant the collection of studies and plans while others do not. The need for supporting documentation is typically outlined for applicants prior to the submission of an application. Where possible, a plan illustrating the proposal has been provided. If you have questions relating to

The following reports, studies and related documentation are subject to some conditions. [Read More>>](#)



[Elevation Plan D07-12-11-0048: \(876 Kb\)](#)



[Elevation Rendering D07-12-11-0048: \(2 M\)](#)



[Elevations D07-12-11-0048: \(441 Kb\)](#)



[Environmental Site Assessment - Phase II D07-12-11-0048: \(\)](#)



[Erosion & Sediment Control Plan REVISED D07-12-11-0048: \(201 Kb\)](#)



[Erosion and Sediment Control Plan D07-12-11-0048: \(222 Kb\)](#)



[Geotechnical Study D07-12-11-0048: \(5 M\)](#)



[Grading Control & Drainage Plan REVISED D07-12-11-0048: \(358 Kb\)](#)



[Grading Control and Drainage Plan D07-12-11-0048: \(349 Kb\)](#)



[Phase I Environmental Site Assessment D07-12-11-0048: \(13 M\)](#)

18 Plans and Studies posted for public review and comment



[Site Plan & Landscape Plan D07-12-11-0048: \(376 Kb\)](#)



[Site Plan and Landscape Plan D07-12-11-0048: \(368 Kb\)](#)



[Site Servicing Brief D07-12-11-0048: \(52 Kb\)](#)



[Site Servicing Brief REVISED D07-12-11-0048: \(53 Kb\)](#)



[Site Servicing Plan D07-12-11-0048: \(\)](#)



[Site Servicing Plan REVISED D07-12-11-0048: \(563 Kb\)](#)



[Stormwater Management Report D07-12-11-0048: \(1 M\)](#)



The Village of Manotick

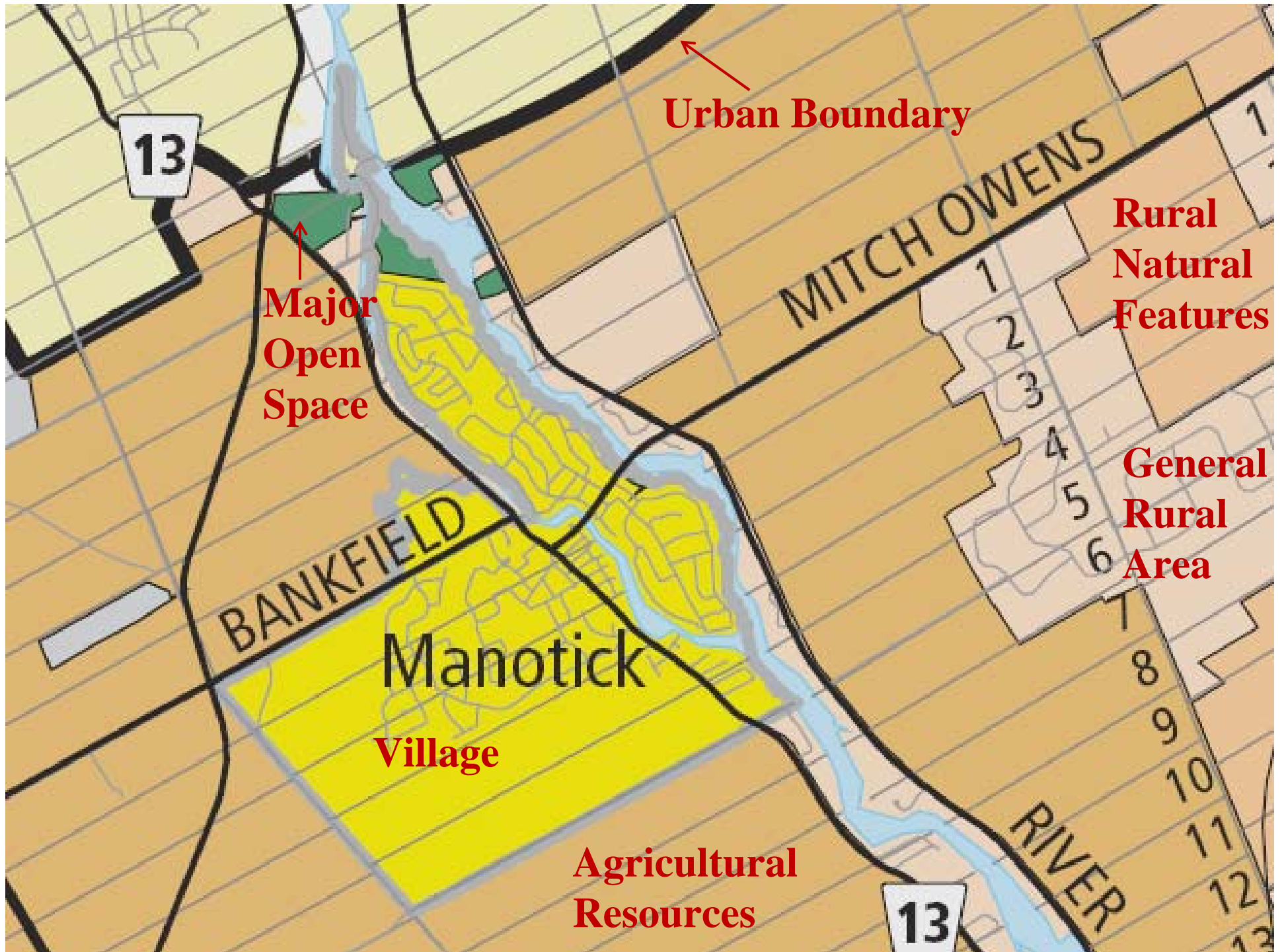
- Official Plan Designation
- Secondary Plan
- Zoning
- “The Crossroads”
- “Mill Quarter”
- Mahogany in Manotick



Official Plan Designation: Village

- The Village is shown on Schedule A: Rural Policy Plan, and is subject to the policies under Section 3.7.1: Villages
- Surrounding designations include:
 - 3.2.4: Rural Natural Features
 - 3.3.1: Major Open Space
 - 3.7.2: General Rural Area
 - 3.7.3: Agricultural Resources





Urban Boundary

Major Open Space

Rural Natural Features

General Rural Area

Manotick Village

Agricultural Resources

13

MITCH OWENS

BANKFIELD

RIVER

13

1

2

3

4

5

6

7

8

9

10

11

12

13

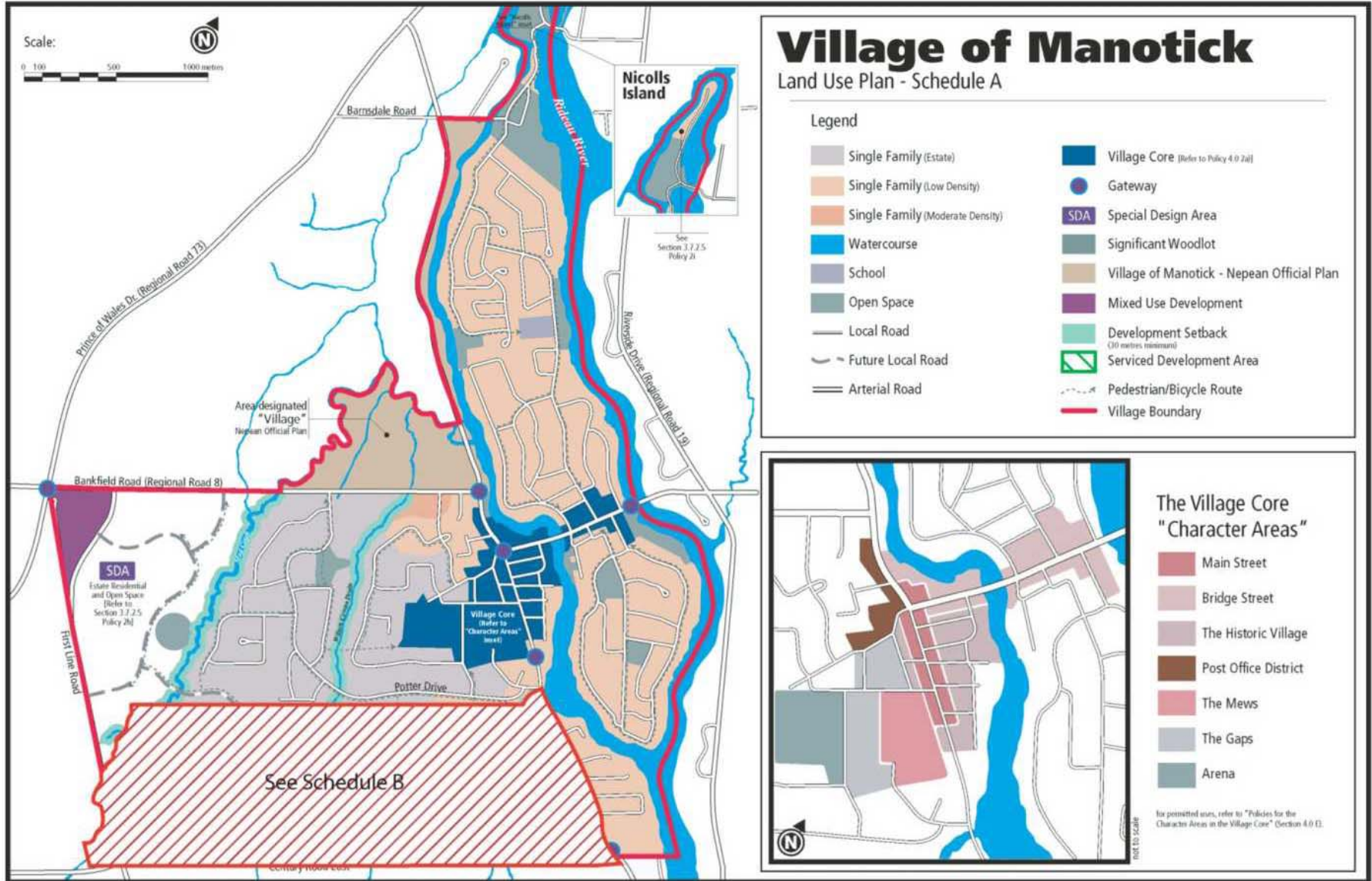
Secondary Plan (2001)

- Adopted in 2001, and currently under review,* the Manotick Secondary Plan includes policies concerning:
 - Growth Management
 - Village Core
 - Housing
 - Employment
 - Community Services
 - Open Space and Recreation
 - Utilities and Servicing
 - Streets and Transportation
 - Environmental Management
 - Heritage Conservation

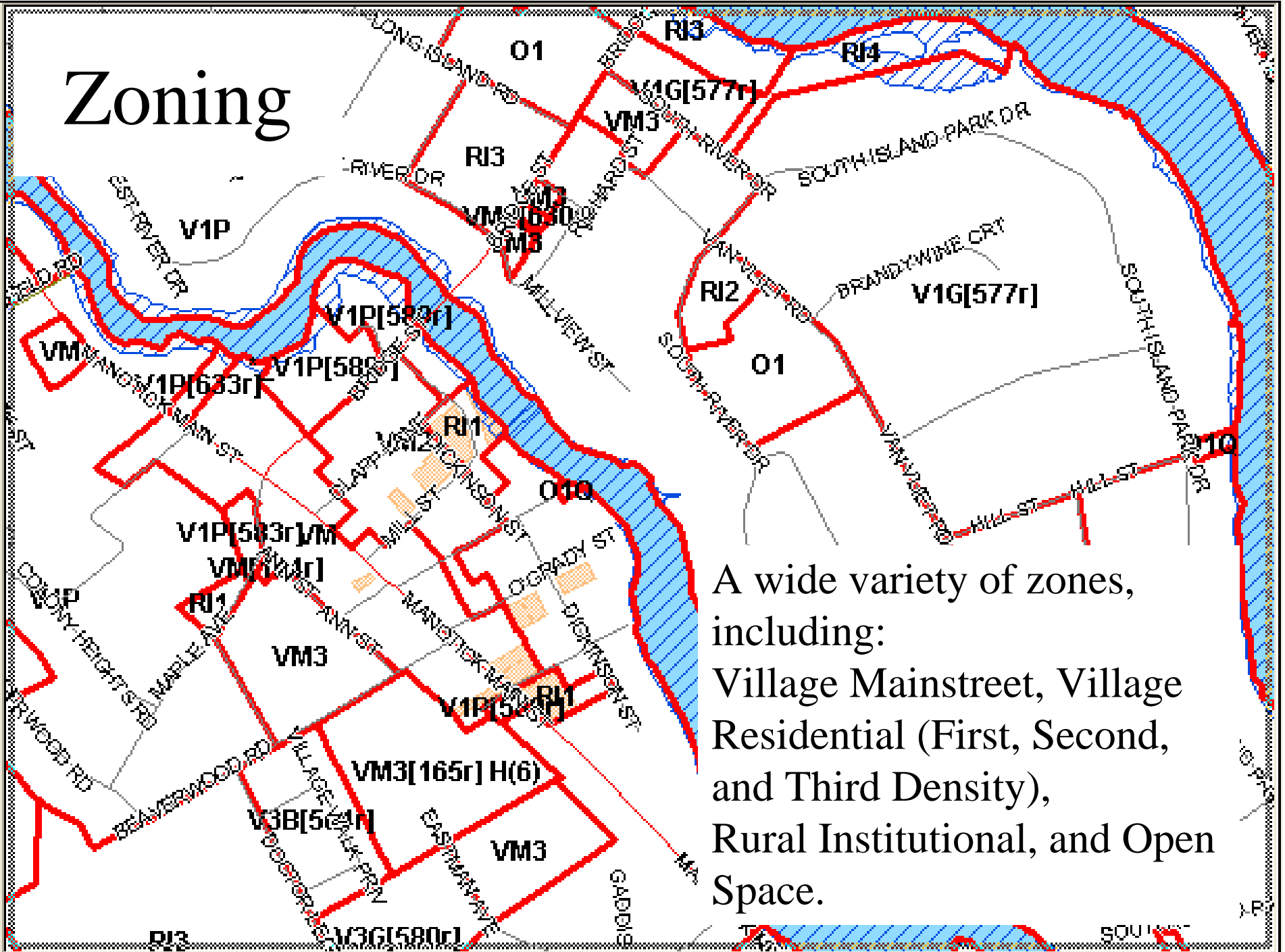
*www.ottawa.ca/ruralreview



SCHEDULE A - AMENDMENT TO THE VILLAGE OF MANOTICK LAND USE PLAN



Zoning



A wide variety of zones, including:
Village Mainstreet, Village Residential (First, Second, and Third Density), Rural Institutional, and Open Space.

“The Crossroads”

- Purpose: To construct a 2843 m² two-storey commercial building, with a retail pharmacy on the ground floor and medical offices on the second floor



“The Crossroads”

- Site Plan Control Approval: October 2011
- Agreement not yet registered
- Conditional Building Permit has been issued
- Issue of a drainage easement to be resolved



“Mill Quarter”

- Pre-consultation phase
- The City of Ottawa has purchased some properties in this area with the intention of improving them for re-sale
- The City is aware of the area/buildings’ heritage context and value, and will consult with the public prior to submitting applications



“Mill Quarter”

- Pre-consultation phase
- The City of Ottawa has purchased some properties in this area with the intention of improving them for re-sale
- The City is aware of the area/buildings’ heritage context and value, and will consult with the public prior to submitting applications





MAHOGANY
IN MANOTICK

Mahogany: Chronology

- July 17, 2007 – Minto Developments Inc. made an application to amend the Manotick Secondary Plan for the Mahogany Community;
- February 13, 2008 - Council refused the Official Plan Amendment (OPA);
- March 3, 2008 – Minto appealed the Council decision to the Ontario Municipal Board (OMB);
- April 8, 2009 - The OMB allowed the appeal of the Council decision by Minto and approved the OPA for the Mahogany Community;



MAHOGANY
IN MANDICK

Mahogany: Chronology

- April 22, 2009, Council appealed the OMB decision to Divisional Court;
- November 13, 2009 - Divisional Court dismissed the appeal and OPA 81 is now approved;
- One of the policies in OPA 81 stated "a comprehensive Development Concept Plan as approved by the City of Ottawa will be used as the basis for the approval of subsequent plans of subdivision, site plans and zoning in the Mahogany Community“;



MAHOGANY
IN MANDICK

Mahogany: Chronology

- February 11, 2010 – The 52 page Development Concept Plan (DCP) for the Mahogany Community brought before ARAC: Recommended for approval;
- February 24, 2010 – Council approved the DCP;
- June 14, 2010 – Plan of Subdivision for Phase I submitted deemed complete, processing timelines begin;
- November 2, 2010 – Public Meeting held;
- July 15, 2011 – Application Approved;

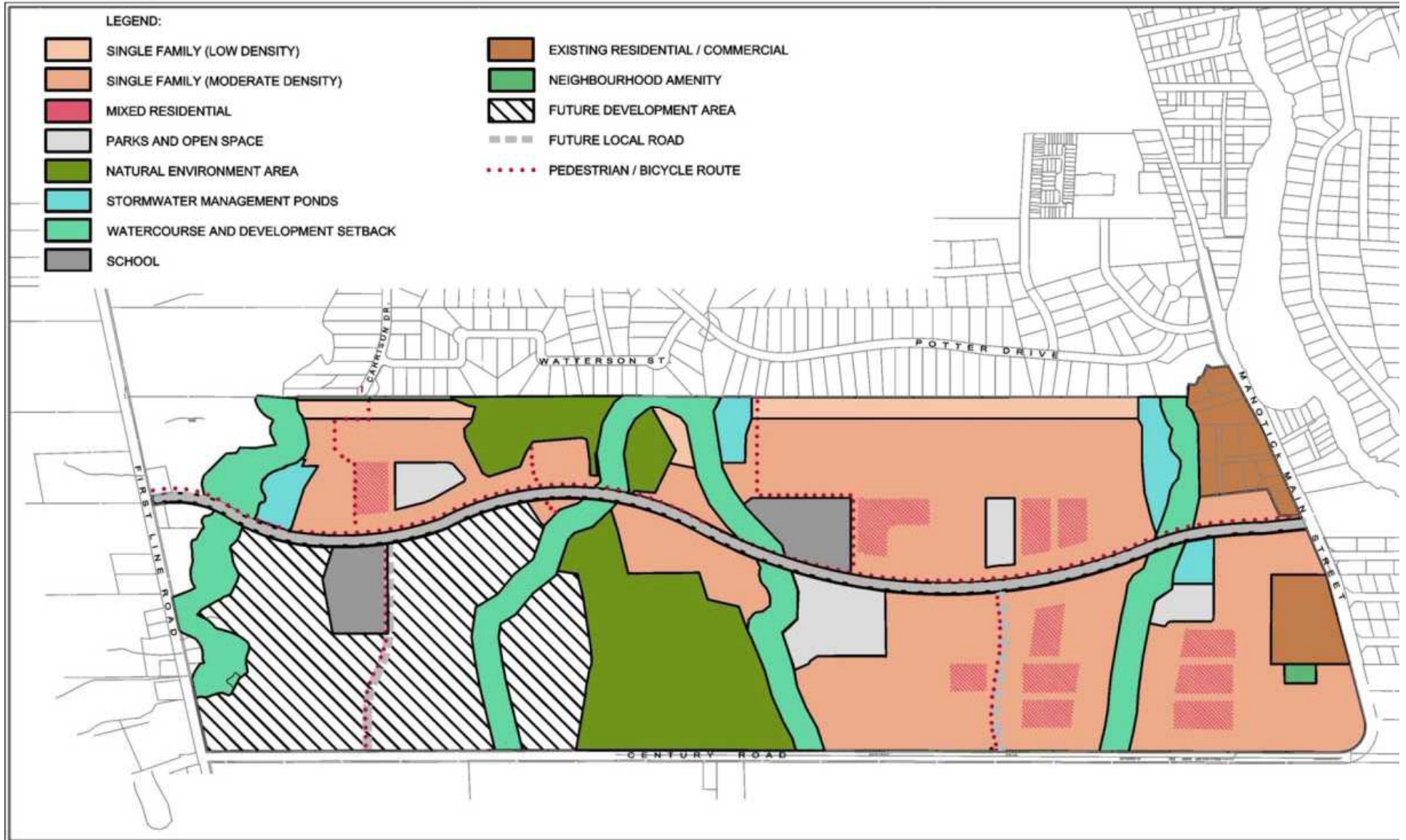


MAHOGANY
IN MANDICK

Mahogany: Chronology

- August 9, 2011 – Appeal to Ontario Municipal Board received;
- November 15, 2011 – Appeal allowed in part, application approved by the Ontario Municipal Board with three amended conditions of approval;
- November 15, 2011 - Draft Plan approval by OMB;
- November 28, 2011 - Community meeting held: Community Association, Minto, City
- Construction of Phase 1: Pump Station late winter; infrastructure early summer; Model homes currently under construction; Sales Centre + marketing Fall 2012.

SCHEDULE B - LAND USE PLAN FOR MAHOGANY COMMUNITY



The Planning Primer

- Established in 2007
- 2 Core Pre-requisite Courses and a Series of Electives
- Purpose: To educate the public on the planning process, and their role in it.



2012 Tentative Dates

- **Primer I: Legislative Background and Policy Documents** - January 21 + 23, September 22 + 24
- **Primer II: Development Review Process** - February 11 + 13, October 13 + 15
- **Heritage Planning Elective** - April 21 + 23
- **Urban Design Elective** - November 17 + 19



Sign up for the Primer e-newsletter!

- A newsletter is sent out to announce each course, and to signal the opening of (online) registration.
- <https://secure.campaigner.com/Campaigner/Public/Form10.aspx?fid=301527>



Questions?

