

Planning Justification Report



Zoning By-law Amendment

197 Griffin Street N., West Lincoln

Date: February 28, 2022

For: Christoph Arnold

By: NPG Planning Solutions Inc.
4999 Victoria Avenue
Niagara Falls, ON L2E 4C9
T: 905 321 6743

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1.0 Introduction

NPG Planning Solutions Inc. (NPG) are planning consultants to Christoph Arnold, “Owner” of approximately 838.5 m² (9,025.5 ft²) of land in the Township of West Lincoln, municipally known as 197 Griffin Street North (“Subject Lands”). NPG has been retained to provide professional planning advice on the proposed redevelopment consisting of the adaptive reuse of the existing buildings for the provision of 94.9 m² (1,022 ft²) of office space and four (4) accessory dwelling units. Implementation of the proposed development requires a Zoning By-law Amendment. The Zoning By-law Amendment is required to address zoning deficiencies as they pertain to the Township of West Lincoln Zoning By-law No. 2017-70:

- setbacks, height and lot coverage of an accessory building;
- parking space provisions including a reduction in one (1) required parking space, parking space length and driveway/aisle width.
- permitting an accessory dwelling unit as a stand-alone use in an accessory building within a Commercial Zone; and
- Permitting a 47 m² of the main floor of the commercial building to be used as an accessory dwelling unit.

This Planning Justification Report (“PJR”) provides an analysis of the proposed development and evaluates the appropriateness of application and for Zoning By-Law when assessed against policies in the Provincial Policy Statement (“PPS”), Growth Plan for the Greater Golden Horseshoe (“Growth Plan”), Niagara Region Official Plan (“Region’s OP”), the Township of West Lincoln Official Plan (“OP”) and the Township of West Lincoln By-law No. 2017-70.

The proposed development focuses intensification, mixed-use redevelopment and the provision a range of housing options within an existing settlement area.

Sections 4.2, 4.3, 4.4 and 4.5 of this report addresses consistency and conformity with Provincial and Region planning policies. Section 4.5 of this report discusses the proposal’s conformance with the general intent and objectives of the Township’s OP. Section 4.6 evaluates the proposal in regard to the Township of West Lincoln: Smithville Urban Design Manual (March, 2016). Section 5.0 identifies the relief being sought through the application for Zoning By-law Amendment.

2.0 Description of Subject Lands and Surrounding Area

As shown in **Figure 1-Aerial Context**, the Subject Lands are located in the Downtown of the Smithville Urban Area on the west side of Griffin Street, south of West Street. The Subject Lands are irregularly shaped and have frontage of 4.37 metres on Griffin Street North, depth of approximately 57 metres and area of 838.5 m².

Situated on the site are two buildings. The building at the front is an early twentieth century converted dwelling that has most recently been used for commercial space at the ground floor with an additional dwelling at the second level. A detached garage is located at the rear of the site, with three (3) parking spaces.

Redevelopment of the site is constrained by an easement identified as Part 1, Plan 30R-7203 providing ingress and egress of vehicular traffic to the abutting lands to the south (197 Griffin Street North).



Figure 1-Aerial Context

Surrounding lands are used for a mix of commercial and residential purposes. Lands in closest proximity to the Subject Lands are used for the following purposes:

- | | |
|-------------------------------|--------------------------------|
| North (Abutting): | Low Density Residential |
| South (Abutting): | Commercial |
| West (Abutting): | West Lincoln Ambulance Station |
| East (Across Griffin): | Vacant and Commercial |

The following are photos of the Subject Lands and surrounding lands uses:



Photo 1: Subject Lands - Main Building



Photo 2: Subject Lands – Garage at Rear



Photo 3: Abutting Mixed Use Building to the South



Photo 4: Abutting Dwellings to the North



Photo 5: Abutting Dwellings to the North



Photo 6: Entrance to Abutting West Lincoln Ambulance Station

3.0 Proposed Development

The applicant is proposing a Zoning By-law Amendment to facilitate the adaptive reuse and intensification of existing buildings on the Subject Lands, as shown on the Conceptual Site Plan attached as **Appendix A** to this report.

The main building, presently being used for commercial and residential use is proposed to be used for a mix of 94.9 m² (1,022 ft²) of office leasable space with three (3) accessory dwelling units.

Two (2) storeys are proposed to be constructed on top of the detached, three (3) port garage, located at the rear of the Subject Lands to provide for one (1) additional dwelling unit.

A total of seven (7) parking spaces are proposed to service the uses: three (3) enclosed within the detached garage at the rear, three (3) surface parking stalls in the rear along the north property-line and one (1) accessible space along the south side of the main building.

A Site Plan Application will be required following the approval of a Zoning By-law Amendment. The Site Plan Application will finalize the design of the alterations to the main building, and the two-storey addition to the accessory building.

3.1 Pre-consultation summary

A pre-consultation was held August 19, 2021 with respect to the proposed development. The pre-consultation meeting was attended by Township Staff Gerrit Boerem from West Lincoln and Regional Staff Aimee Alderman.

The pre-consultation notes indicated that overall the proposed use with the inclusion of several residential units and at grade commercial is supported by Township Official Plan policies.

The notes further indicated that there appeared to be zoning deficiencies associated with the existing and proposed development. A Zoning Compliance Table was requested to confirm required relief from zoning. This required relief is noted in Section 5.0 of this report.

Supporting studies were requested in support of the development, as follows:

- Planning Justification Brief and Urban Design Report
- Site Plan
- Landscape Plan
- Ground Floor Plan
- Architectural Elevations
- Municipal Servicing Brief
- Site Grading Plan

Accompanying this submission for Zoning By-law Amendment are this Planning Justification Report with an urban design section addressing guidelines within the Smithville Urban Design Manual. Conceptual site plan and architectural elevations have also been included. The remaining requirements will be included with a future site plan submission, including a more detailed Urban Design Report.

4.0 Planning Policies and Legislation

This Planning Justification Report provides a thorough analysis of the proposed development and evaluates the appropriateness of advancing an application for a Zoning By-law Amendment in the

context of the Planning Act, Provincial Policy Statement, A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Region of Niagara Official Plan (NROP) and the Township of West Lincoln Official Plan (OP). The following provides an overview and thorough analysis of these documents in the context of the proposed development:

4.1 Planning Act, R.S.O. 1990, c. P.13

Section 2 of the *Planning Act* identifies matters of Provincial interest that Council shall have regard to in carrying out its responsibilities under the *Planning Act*.

Subsection 3(5) of the *Planning Act* requires that decisions of Council shall be consistent with provincial policy statements and shall conform with provincial plans that are in effect.

Subsection 14.7(3) of the *Planning Act* requires a municipality to prepare and adopt an official plan.

Subsection 24(1) of the *Planning Act* requires that by-laws passed by Council shall conform to official plans that are in effect.

Section 34 of the *Planning Act* permits councils of local municipalities to pass and/or amend zoning by-laws for such purposes as may be set out in the by-law, and for regulating construction and land use within the municipality.

Subject to the analysis provided in the following sections of this report, the application for Zoning By-law Amendment is considered to comply with the provisions of the *Planning Act*.

4.2 Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS, 2020) sets the policy foundation for regulating land use in Ontario. It requires that developments make efficient use of land and services and supports opportunities for long-term economic prosperity. The Subject Lands are within a Settlement Area as per the policies of the PPS. In this regard, the following applies:

4.2.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns

The PPS provides the following with respect to managing and directing land use:

1.1.1 Healthy, liveable and safe communities are sustained by:...

b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs...

1.1.3.1 Settlement areas shall be the focus of growth and development;

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

a) efficiently use land and resources;

b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion...

Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

1.1.3.4 Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.

The Subject Lands lie within a Settlement Area as defined in the PPS. The proposed Zoning By-law Amendment would facilitate the intensification of the Subject Lands by providing for commercial use and accessory dwelling units within the Smithville settlement area. This form of development allows for the efficient use of infrastructure and public service facilities. The proposed development is considered to be consistent with these land use policies of the PPS.

4.2.2 Housing

The PPS provides the following policies with respect to housing:

1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:...

b) permitting and facilitating:

1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and

2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;...

c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;...

f) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of

housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

The proposed Zoning By-law Amendment implements residential intensification within the Smithville Settlement Area in the form of accessory dwelling units. The proposal works towards facilitating a full range of housing options within the Smithville Settlement Area. The proposed development is considered to be consistent with the housing policies of the PPS.

4.2.3 Human-Made Hazards

The PPS provides the following policy with respect to site contamination:

3.2.2 Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no adverse effects.

As indicated in the pre-consultation notes, the proposed intensification of the commercial building for residential use may trigger the requirement for a Record of Site Condition, in accordance with the *Environmental Protection Act, R.S.O. 1990, c. E.19* and *O. Reg. 153/04*. As clauses pertaining to Records of Site Condition under the *Environmental Protection Act* are considered to be applicable law under the *Building Code Act* and the Building Code (*O. Reg. 332/12*), the development will need to satisfy West Lincoln's Building Department requirements, if any, with regard to determining whether a Record of Site Condition is required. Subject to meeting West Lincoln's Building Department requirements, if any, with respect to the *Environmental Protection Act* at the time of building permit application, the proposed development is considered to be consistent with Section 3.2.2 of the PPS.

4.3 Growth Plan for the Greater Golden Horseshoe (Office Consolidation 2020)

The Growth Plan for the Greater Horseshoe (2020) identifies the lands as being within the Urban Area and designates the lands as Built-up Area. The Growth Plan emphasizes compact and well-designed development and prioritizes intensification in the Built-up Areas. The Growth Plan supports the achievement of complete communities that are "compact, transit-supportive, and make efficient use of investments in infrastructure and public service facilities" through site design and urban design standards. In this regard, the following applies:

4.3.1 Managing Growth

Section 2.2.1 Growth Plan provides the following policies with respect to managing growth:

2. Forecasted growth to the horizon of this Plan will be allocated based on the following:

a) the vast majority of growth will be directed to settlement areas that:

i. have a delineated built boundary;

ii. have existing or planned municipal water and wastewater systems; and

iii. can support the achievement of complete communities;...

c) within settlement areas, growth will be focused in:

i. delineated built-up areas;

ii. strategic growth areas;

iii. locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and

iv. areas with existing or planned public service facilities;

4. Applying the policies of this Plan will support the achievement of complete communities that:

a) feature a diverse mix of land uses, including residential and employment uses, and convenient access to local stores, services, and public service facilities;

b) improve social equity and overall quality of life, including human health, for people of all ages, abilities, and incomes;

c) provide a diverse range and mix of housing options, including additional residential units and affordable housing, to accommodate people at all stages of life, and to accommodate the needs of all household sizes and incomes;...

e) provide for a more compact built form and a vibrant public realm, including public open spaces...

The Subject Lands are located within the Built-up Area of Smithville in the Township of West Lincoln. The proposed Zoning By-law Amendment would focus growth in the built-up area of a settlement area that has a delineated built boundary. The proposed accessory dwelling units on the Subject Lands provide a compatible alternative to the single-detached dwelling type that predominates within the Township, creating an opportunity for a variety of housing options for a range of household types. The proposed development is considered to conform with the growth management policies of the Growth Plan.

4.3.2 Delineated Built-up Areas

Section 2.2.2 of the Growth Plan provides policies with respect to the delineated built-up area. The following policies apply:

3. All municipalities will develop a strategy to achieve the minimum intensification target and intensification throughout delineated built-up areas, which will:

a) identify strategic growth areas to support achievement of the intensification target and recognize them as a key focus for development;

b) identify the appropriate type and scale of development in strategic growth areas and transition of built form to adjacent areas;

c) encourage intensification generally throughout the delineated built-up area;

d) ensure lands are zoned and development is designed in a manner that supports the achievement of complete communities...

The proposed Zoning By-law Amendment would implement intensification in a strategic growth area as identified in Schedule 'B-5' – Urban Structure Smithville of the Township of West Lincoln Official Plan. By focusing a mix of uses, the proposal also supports complete communities. The proposed development is considered to conform with the delineated built-up area policies of the Growth Plan.

4.3.3 Housing

Section 2.2.6 of the Growth Plan provides policies with respect to housing. The following policies apply:

1. Upper- and single-tier municipalities, in consultation with lower-tier municipalities, the Province, and other appropriate stakeholders, will:

a) support housing choice through the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan by:

i. identifying a diverse range and mix of housing options and densities, including additional residential units and affordable housing to meet projected needs of current and future residents...

b) identify mechanisms, including the use of land use planning and financial tools, to support the implementation of policy 2.2.6.1 a);

c) align land use planning with applicable housing and homelessness plans required under the Housing Services Act, 2011;

d) address housing needs in accordance with provincial policy statements such as the Policy Statement: "Service Manager Housing and Homelessness Plans"; and

e) implement policy 2.2.6.1 a), b), c) and d) through official plan policies and designations and zoning by-laws.

2. Notwithstanding policy 1.4.1 of the PPS, 2020, in implementing policy 2.2.6.1, municipalities will support the achievement of complete communities by:

a) planning to accommodate forecasted growth to the horizon of this Plan;

b) planning to achieve the minimum intensification and density targets in this Plan;

c) considering the range and mix of housing options and densities of the existing housing stock; and

d) planning to diversify their overall housing stock across the municipality.

3. To support the achievement of complete communities, municipalities will consider the use of available tools to require that multi-unit residential developments incorporate a mix of unit sizes to accommodate a diverse range of household sizes and incomes.

The proposed Zoning By-law Amendment would facilitate the development of four (4) dwelling units, through the provision of additional residential units; a form of housing that is uncommon to the Township of West Lincoln. Therefore, the proposed Zoning By-law Amendment would contribute to the range and mix of housing options and densities in the Township of West Lincoln.

The proposed Zoning By-law Amendment is considered to conform with the housing policies of the Growth Plan.

4.4 Niagara Region Official Plan (2014)

The Niagara Region Official Plan (NROP 2014 Consolidation) is intended "to guide the physical, economic and social development of the Regional Municipality of Niagara. It contains objectives, policies and mapping that implement the Region's approach to provide for managing growth,

growing the economy, protecting the natural environment, resources and agricultural land, and providing infrastructure. The Subject Lands are located within the Built-up Area as per Schedule A and an Intensification Area as per Policy 4.G.11.1 of the NROP. The following policies apply:

4.4.1 Managing Growth

The NROP provides the following objectives with respect to managing growth:

Objective 4.A.1.1 Direct the majority of growth and development to Niagara's existing Urban Areas.

Objective 4.A.1.2 Direct a significant portion of Niagara's future growth to the Built-up Area through intensification.

Objective 4.A.1.3 Direct intensification to Local Municipally Designated Intensification Areas

Policy 4.C.2.1 of the NROP provides general guidance on achieving the growth management objectives.

Policy 4.C.2.1 Each municipality will develop and implement through its local official plan and other supporting documents, a strategy and policies for promoting intensification and achieving the intensification targets set out in Sub-section 4.C.4 of this Plan. Local official plans shall:

- a) Incorporate the Built Boundary delineated on Schedule A of this Plan as the basis for identifying the Built-up Area;*
- b) Generally encourage intensification throughout the Built-up Area;*
- c) Identify specific Intensification Areas to support the achievement of the intensification targets, including downtowns, intensification nodes and corridors and strategically located brownfield and greyfield areas.*
- d) Plan Intensification Areas to attract a significant portion of population and employment growth, relative to the shape and character of the community.*
- e) Plan Intensification Areas to provide a diverse mix of land uses that complement and support the overall residential intensification objective. These may include, employment, commercial, recreation, institutional and other compatible land uses in relative proportions dependent on area characteristics and the intended critical mass of residential development.*
- f) Plan Intensification Areas so as to be transit supportive and link intensification opportunities with existing or planned future transit hubs and active transportation routes.*
- g) Plan Intensification Areas so as to reduce traffic congestion, improve circulation, and encourage active transportation. Where opportunities exist, best efforts should be made to establish fine grain, grid street patterns with active transportation facilities and linkages.*
- h) Plan each Intensification Area to achieve higher densities than currently exist within the Intensification Area. It is expected that Intensification Areas will generally achieve higher densities than the surrounding areas.*

- i) Ensure that Intensification Areas provide appropriate densities and transitional areas to ensure relative compatibility with surrounding neighbourhoods including the use of minimum and maximum heights and densities.*
- j) Develop official plan policies and zoning provisions to support and encourage growth and redevelopment within the Intensification Areas.*
- k) Identify opportunities for providing affordable housing within Intensification Areas.*
- l) Make use of other tools, such as the Region's Model Urban Design Guidelines, Alternative Development Standards, Development Permit Systems or Community Improvement Plans to facilitate growth and development within Local Municipally Designated Intensification Areas.*

Policy 4.C.4.1 provides a minimum residential intensification target of 15% for the Township of West Lincoln.

Section 4.G.1 of the NROP provides Niagara's Urban Community Objectives, as follows:

Objective 4.G.1.1 Provide a framework for developing sustainable, complete communities.

Objective 4.G.1.6 Promote and facilitate the revitalization and redevelopment of downtowns.

The implementation of Regional Growth Management objectives and policies is generally achieved at the local level. However, the proposed Zoning By-law Amendment is in conformity with the direction set in NROP. In particular, the proposed Zoning By-law would facilitate intensification in an Intensification Area as contemplated in the NROP. The proposed Zoning By-law Amendment would also contribute to the NROP intensification objectives and facilitate revitalization and redevelopment of the downtown. For these reasons, the proposed Zoning By-law Amendment is considered to conform with the growth management policies of the NROP.

4.4.2 Residential Areas and Housing

While the proposed development is considered to be a mixed-use, the NROP provides the following policies on housing that are applicable to the proposed development:

Policy 11.A.1 The Region encourages the provision of a variety of housing types within urban communities and neighbourhoods to serve a variety of people as they age through the life cycle.

Policy 11.A.3 The Region encourages housing which allows people to work at home or in relatively close proximity to work.

The proposed Zoning By-law Amendment would facilitate the development of additional residential units, a typology that is uncommon to the Township of West Lincoln. As a mixed-use development within downtown Smithville, the Subject Lands contain and are in close proximity to commercial uses which would allow occupants of the dwelling units to live in close proximity to their work. For these reasons, the proposed Zoning By-law Amendment is considered to conform with the residential areas and housing policies of the NROP.

4.5 Township of West Lincoln Official Plan (November 2019 Office Consolidation)

The purpose of the Township of West Lincoln Official Plan (OP) is to provide detailed development and land use policies for the Township of West Lincoln and to direct and guide development where it will best contribute to the long-term social, economic and environmental stability of the Township. The OP includes a statement of goals, objectives and policies established to manage and direct physical (land use) change and the effects on the social, economic and natural environment of the municipality within a prescribed time frame. The Subject Lands are identified as being within the Smithville Urban Boundary as per Schedule A, Commercial Core as per Schedule B-4, and Intensification Area as per Schedule B-5 of the OP. Griffin Street is identified as a Regional Road as per Schedule F of the OP. Official Plan designations are shown on **Appendix B** to this report.

Section 2.4 of the OP identifies the following goals, which relate to the proposed development, and which form the basis for the policies of the OP:

(g) To accommodate the majority of residential growth of the Township in Smithville in well-planned, residential areas with sufficient housing types and tenures to meet population forecasts; and to promote the efficient use of land and services to meet population growth.

(h) To provide a policy framework that will promote the Smithville downtown area as the primary commercial and business area in the municipality.

4.5.1 Growth Management Objectives

Section 5.2 of OP provides the following relevant objectives with respect to managing growth:

b) To develop as a complete, balanced community with a diverse mix of land uses, where residents have the opportunity to live, work and play in their community.

c) To ensure an orderly and logical progression of urban development, and an efficient use of land, infrastructure and services.

g) To direct the majority of the population growth to the Smithville Urban Area and a limited amount to the Hamlet Settlement areas.

i) To encourage and facilitate redevelopment, infilling and intensification within the Urban Settlement area of Smithville. Infill is also supported within each of the Hamlet Settlement areas.

Section 5.3(e) further states that the Township shall forecast for more than 15% of new dwelling units to be provided through intensification and infill inside the Built Boundary.

The proposed Zoning By-law Amendment would facilitate the intensification of the Subject Lands for a mix of land uses including 94.9 m² (1,022 ft²) of office leasable space on the ground floor and four (4) accessory dwelling units. The additional dwelling units that would be created as a result of the proposed Zoning By-law Amendment would also contribute to the Townships 15% intensification target. The proposed Zoning By-law Amendment is considered to conform with the above objectives of the OP by providing for a mix of land uses and facilitating intensification in the Built Boundary.

4.5.2 Urban Settlement Area Structure

Section 5.6 of OP provides the guidance on directing new growth and redevelopment to the appropriate areas of the Urban Area. The following policies apply:

a) Smithville is the Urban Settlement Area in the Township of West Lincoln and is the focus for urban development on full municipal services. Any expansion to the Urban Settlement Area boundary is subject to a Municipal Comprehensive Review and the requirements of Section 5.7. The structure of the Urban Settlement Area is comprised of: the built-up area, intensification areas within the built-up area, greenfield areas, the core natural heritage system, and transportation corridors.

b) The Built-up Area is delineated by the built boundary, which represents the limit of existing urban development, when the Places to Grow: Growth Plan for the Greater Golden Horseshoe came into effect in 2006. Other than the lands identified for intensification, the built-up area is intended to remain stable and any infill development within the built-up area shall be compatible with the surrounding land uses and shall take place at the density prescribed by the existing land use.

c) The Intensification Area consists of lands within the built boundary that have already been developed but have the opportunity to be redeveloped or to accommodate additional development through intensification of the site. Intensification areas are intended to be designated to accommodate a higher density than currently exists on the site and are chosen for intensification based on their location, access to transportation corridors, access to municipal services, proximity to community services and commercial uses, and ability to accommodate intensification while maintaining the character of the community, and the ability to be compatible with surrounding land uses.

g) The objectives of the Urban Settlement Area Structure are to direct new growth and redevelopment to the appropriate areas of the Urban Area, and to guide the form and density of the growth to achieve a complete community that is vibrant, well-connected, and prosperous. Guiding growth is more than just densities and land use designations, the aesthetics of the development are important in creating a livable community. As such, the Township will prepare Urban Design Guidelines for the Downtown Core and may prepare more detailed Urban Design Guidelines for Infill Development and other forms of development within Smithville to supplement the policies of this Plan.

The proposed Zoning By-law Amendment would facilitate intensification of the Subject Lands allowing for a higher density development than presently exists. Notwithstanding the increase in density, Policy 5.6(g) of the OP notes that the Township will prepare Urban Design Guidelines for the Downtown Core and may prepare more detailed Urban Design Guidelines for Infill Development and other forms of development within Smithville to supplement the policies of this Plan. The Township has adopted an Urban Design Manual (March 2016). The general intent of the Urban Design Manual is to guide physical design and public and private development in Smithville to create an attractive, high-quality, safe, sustainable, interconnected, pedestrian-friendly and transit-ready community. A review of the proposed development in regard to the Smithville Urban Design Manual is included in Section 4.6 of this Planning Justification Report. Subject to meeting the general intent of the Smithville Urban Design Manual, the proposed Zoning By-law Amendment is considered to conform with the above policies.

4.5.3 Intensification Strategy

Section 5.9 of the OP provides an intensification strategy. The OP states as follows:

The majority of the intensification will be located within the identified Intensification Area on Schedule B-5 with a target of 15% of overall growth to occur within the existing Built-Up Area. Based on the projected growth, the Built-Up Area of Smithville will accommodate approximately an additional 200 units over the next 20 years. There is sufficient land within the Intensification Area to meet the projected need for residential development...

To achieve the targets set out in Sections 5.3 to 5.5, the Township shall implement the following Intensification Strategy:

- a) *Direct the majority of intensification to the identified intensification area as shown on Schedule B-5;*
- b) *The Township may choose to set minimum density targets for intensification areas;*
- c) *Intensification Areas shall be planned to provide a diverse mix of land uses that complement and support the overall development of a complete community. This includes providing for employment, commercial, recreation, institutional and other compatible land uses;*
- d) *Higher density apartment development will be directed to locations in the Intensification Area that are designated for High Density Residential areas, Mixed-Use areas, or the Downtown Commercial Core Area...*
- e) *Permit and encourage the creation of accessory apartments within the Urban Settlement Area subject to the policies of Section 6 of this plan;*
- f) *All intensification and infill development within the built boundary shall be subject to site plan control where applicable, and shall ensure that the built form and physical look of the built form is compatible with the neighbourhood and shall comply with any urban design guidelines adopted by the Township;*
- g) *To facilitate intensification, the Township may offer development incentives such as:*
 - i. *Cash-in-lieu as an alternate to parkland dedication, or a continuation thereof;*
 - ii. *Reduced parking standards;*
 - iii. *As-of-right zoning; and*
 - iv. *Where the Township or Region is undertaking public works projects within the downtown, the Township will coordinate the public works projects with any applicable public realm improvement projects and based on design guidelines if approved...*

The overall intent of the policies noted above is to allow for flexibility in the implementation of Zoning standards to facilitate intensification and mixed-use development within the Intensification Area. As indicated, the proposed Zoning By-law would facilitate intensification for a mix of commercial and residential uses within an Intensification Area. In particular, the proposed Zoning By-law Amendment would facilitate the development of a total of four (4) additional dwelling units, which is generally encouraged within the Urban Settlement Area.

As described in the proposal section, the proposed development would be deficient one (1) parking space. The OP recognizes that there may be instances in which reduced parking standards may be required to achieve the OPs intensification target. In this instance, a reduction in the required number of parking spaces is appropriate because it would facilitate a built-form consistent with a downtown urban environment, as contemplated in the OP, and for the following reasons:

- As shown on the conceptual Site Plan attached as **Appendix A** to this report, parking can be accommodated on the site for each of the additional dwelling units.
- There is street parking available along Griffin Street, which has the capacity to accommodate temporary short duration needs of the Subject Lands.
- The mix of uses on the Subject Lands allows for shared parking.
- As the Subject Lands are in proximity community amenities, a reduced reliance on automobiles may also be expected.

An application for Site Plan approval will be required following approval of the proposed Zoning By-law Amendment. The Site Plan approval process will ensure that the built form and physical look of the building is compatible with the neighbourhood and complies with the Smithville Urban Design Manual.

For the reasons noted above, subject to approval of a future Site Plan Application, the proposed Zoning By-law Amendment conforms with Section 5.9 of the OP.

4.5.4 Downtown – Commercial Core Designation

Section 6.7.1 of the OP provides the intent of the Commercial Core designation as follows:

It is the intent of the Township that the Commercial Downtown of Smithville Commercial Core designation will promote the economic revitalization of Downtown. This revitalization will occur through adaptive reuse, and moderate levels of redevelopment. Intensification can and will be accommodated but shall be in keeping with the character of the Downtown area. The Downtown is relatively confined as shown on Schedule B. It is intended that the mainstreet built form and streetscape character be maintained and strengthened with the extensions of this Downtown built through intensification and redevelopment.

It is also the intent of this Plan to ensure that new development will be appropriately designed to be compatible with the character and image of the area and will not create adverse impacts on adjacent areas within Downtown.

Section 6.7.2 of the OP provides the following objectives for the Commercial Core:

- a) To protect and enhance the character of the historic Downtown.*
- b) To promote new development in appropriate locations and at an appropriate scale.*
- c) To ensure that new development is compatible with existing development patterns.*
- d) To create new programs, policies and/or financial mechanisms for ensuring a high standard of urban design Downtown.*
- e) To enhance the appearance and encourage the maintenance of commercial and residential buildings.*

- f) *To encourage the provision of sufficient parking to accommodate new development.*
- g) *To identify public realm improvement priorities and establish incentive programs to assist the private sector in improving their properties, through the preparation and implementation of a community improvement plan.*

Section 6.7.3 of the OP identifies the following permitted uses in the Commercial Core designation:

- ii. *Residential apartments located above the first storey [and] ...*
- iii. *Offices.*

Section 6.7.5 of the OP identifies policies that pertain to the Commercial Core:

- a) *The implementing Zoning By-law may further refine the list of permitted and prohibited uses.*
- b) *In the Commercial Core, the provision of community services, restaurants, cafes, retail stores and display windows at-grade provides visual interest, encourages the use of sidewalks, promotes retail continuity and viability, and contributes to a safer and more vibrant pedestrian environment. To achieve this design intent:*
 - i. *Retail uses are encouraged at-grade;*
 - ii. *New buildings shall be built up to the streetline and no parking, driveways or lanes shall be located between the buildings and the main street;*
 - iii. *At-grade uses will change over time to adapt to a variety of community needs. As a result, the floor-to-ceiling height of ground floors for all new buildings shall be sufficient to adapt to all typically permitted uses; and*
 - iv. *Each store front shall face onto the street with the main door of each store facing the street. An attractive façade shall be included in the design.*
- c) *Density will not be specifically regulated within the Commercial Core but intensification and adaptive reuse are permitted. To protect and preserve the primary commercial and community services functions of the Commercial Core, the location and number or residential units within the Commercial Core may be regulated and limited in the Zoning By-law.*
- d) *New buildings shall have a minimum building height of 2 storeys and a maximum building height of 5 storeys.*
- e) *The main front wall of all new buildings shall be stepped back a minimum of 1 metre above the second storey.*
- f) *Surface parking lots shall be limited to the rear of buildings facing the street.*

- g) *Public or commercial parking lots shall be permitted as the sole use on a lot but are discouraged to front onto Griffin, St. Catharines or West Streets.*
- h) *Lighting shall be oriented away from residential areas and have minimal impact on existing and new residential uses.*
- i) *Developments shall be provided with full municipal water and sewer services and shall be subject to Site Plan Control.*

The Zoning By-law Amendment application proposes to facilitate the adaptive reuse and intensification of the existing commercial building and detached garage. The OP policies permit adaptive reuse for offices and residential apartments that are located above the first storey.

Although the OP policies do not explicitly permit residential use in an accessory building to a commercial use, the OP policies state that the implementing Zoning By-law may further refine the list of permitted and prohibited uses. This policy implies that it is necessary to consider the broader intent of the OP. In this case, the intent of the OP is to protect the commercial character of the downtown by encouraging commercial uses at grade. Permitting additional dwelling units at the rear and on the upper storey of the main building and on the upper storeys of the rear garage while providing for 94.9 m² (1,022 ft²) office space along Griffin Street conforms with the broader intent of the OP.

One of the objectives of the OP is to ensure that new development is compatible with existing development patterns. Griffin Street North is characterized by a variety of commercial and residential building designs and styles. The design of the main building would be compatible with the character and image of the area and will not create adverse impacts on adjacent areas within Downtown. In particular:

- The building would continue to be within the permitted range of two (2) to five (5) storeys.
- The building would continue to face and have its primary access from the public street.
- The third storey of the building would be setback back a minimum of 1 metre above the second storey.
- Surface parking would be limited to the rear of the main building.

Relief is sought with respect to height, coverage, and rear yard setback of the detached garage with upper-level dwelling. These provisions are typically required to mitigate impacts on adjacent uses and to ensure that accessory uses are subordinate to principal uses on a property. In considering the siting of the building, being at the rear of the Subject Lands and adjacent to a driveway access for the abutting paramedic building, the detached garage with upper-levels dwelling is not anticipated to have adverse impacts to adjacent uses and will continue to be subordinate to the main building.

4.6 Township of West Lincoln: Smithville Urban Design Manual (March, 2016)

As per Section 5.9(f) of the OP all intensification and infill development are required to comply with any urban design guidelines adopted by the Township. The Township has adopted the Downtown Smithville Urban Design Manual. The Downtown Smithville Urban Design Manual provides an urban design vision and guidance for the downtown of Smithville, addressing the nature, intensity, and quality of development in both public and private realms.

4.6.1 Vision of the Smithville Urban Design Manual

Section 4.0 of the Smithville Urban Design Manual provides the following vision:

As the urban centre of the Township of West Lincoln, Smithville is the primary focus of growth and development within the municipality.

Smithville is envisioned as an attractive, high-quality, safe, sustainable, accessible, interconnected, pedestrian-friendly and transit-ready small town community. The character and identity of Smithville is maintained and enhanced through high-quality streetscapes, built form, and urban open spaces.

- *Streetscapes are attractive, sustainable, comfortable, pedestrian and cyclist-friendly, transit-ready, and safe and accessible for all users.*
- *Buildings are sustainable, appropriately massed, well-articulated with high-quality materials, fenestration and detailing.*
- *Urban open spaces are strategically located to provide focal points, places for gathering, and passive recreation opportunities.*

4.6.2 Designations

Sections 5.0 and 5.1 of the Smithville Urban Design Manual identify the Subject Lands as being within the “Downtown Smithville Precinct” and “Central Node (B).” The Smithville Urban Design Manual provides the following with respect to these designations:

5.1 DOWNTOWN SMITHVILLE

Downtown Smithville is the economic, cultural, social, and geographic centre of the community. Specific guidelines are set out for the Downtown in Section 7.1 of this Manual.

Smithville’s Downtown, its streetscapes, buildings and open spaces, will be a mixed-use, attractive, vibrant, high-quality, safe, sustainable, pedestrian-friendly and transit-ready focal point for residents and visitors of all ages.

Vacant and underutilized lots in the Downtown provide opportunities for high-quality infill development and intensification.

A Town Square will provide an opportunity for an attractive and multi-purpose gathering place within the Downtown. The Square will be connected to the surrounding community with a network of pedestrian linkages as shown on the Trails and Corridor Master Plan.

5.1.2 CENTRAL NODE (B & C)

The Central Node is located at the core of the Downtown, between the northern intersection of Regional Road 20 and Regional Road 14 and Twenty Mile Creek.

The Central Node is, and will continue to be, the traditional mixed-use Main Street of Smithville. Vacant and underutilized lots in this District provide opportunities for high-quality infill development and intensification.

The ‘Main Street’ character of the Central Node will be maintained and enhanced by high-quality streetscaping and built form.

The proposed Zoning By-law Amendment would facilitate mixed-use development within the Central Node, consistent with the objective of facilitating a “Main Street” character. The proposed Zoning By-law Amendment conforms with guidelines of the Urban Design Manual.

4.6.3 Guidelines for Mixed-Use Developments

Section 6.2 of the Smithville Urban Design Manual identifies built form guidelines apply to mixed-use developments within Smithville. The following Tables include an analysis of the conceptual Site Plan in relation to the guidelines that apply to mixed use developments. Matters pertaining to lighting signage and environmental sustainability will be addressed at the Site Plan Approval stage.

Built Form and Street Relationship

No.	Guideline	Commentary
1.	Mixed-use buildings must be oriented to front the street with attractive façade features. Approximately 50% of the building should front the public street at the minimum front yard setback.	The main building will continue to front Griffin Street. The building would have a 2.05 metre setback. The intent of the guideline is met by providing for street-oriented development.
2.	Publicly visible elevations must include appropriate massing, façade articulation, roof variation, and ample fenestration.	A conceptual Site Plan and Architectural Elevations have been included with the submission. The east Architectural Elevations are contemporary in design and include ample fenestration.
3.	Street-level commercial should support a pedestrian-friendly environment through ample fenestration, vision glass, architectural massing and detailing, and attractive signage.	Street level office space is proposed, with ample fenestration. Signage will be confirmed at the Site Plan stage.
4.	Mixed-use buildings must have a minimum height of 2 storeys.	The main building is three (3) storeys in height.
5.	Awnings, canopies, or building cantilevers/overhangs should be provided on mixed-use buildings along commercial storefronts and residential entrances to improve pedestrian comfort and visual interest.	These will be confirmed at the Site Plan submission stage.
6.	To promote passive surveillance opportunities (also known as ‘eyes on the street’) for safety and security, create views between the interior of buildings and exterior public spaces through the location of windows.	Ample fenestration is provided along Griffin Street enabling passive surveillance. Additionally, the primary entrance to the main building is from Griffin Street, as opposed to the rear parking area.
7.	Rooftop mechanical equipment must be screened with materials that are complimentary to the building and incorporated into the building’s architecture.	There is no roof top mechanical equipment shown on the conceptual elevations.
8.	Mixed-use buildings located on lots in visually prominent locations are landmark buildings. Landmark buildings include those within Gateway Nodes, on corner lots, and at ‘T’-intersections. Additional articulation is required for publicly visible elevations of landmark buildings.	The building is not considered to be a landmark.

Compatibility with Adjacent Built Form

No.	Guideline	Commentary
9.	Mixed-use buildings should be compatible in design and massing with adjacent buildings.	There are alterations to the main and accessory building. The proposed alterations would change the shape of the buildings and apply a contemporary façade treatment, which would provide visual interest and variation along the Griffin Street streetscape. The design and massing of both buildings would continue to be compatible with adjacent buildings.
10.	Mixed-use buildings should complement adjacent low-rise residential uses and incorporate appropriate landscaping and fencing.	The Subject Lands are within the Commercial Core. There are abutting residential uses to the north that do not comply to the current “Commercial Core” Official Plan designation current “Commercial (C1)” Zoning. As the abutting dwellings face West Street, the proposed alterations are not anticipated to have a significant visual impact on the relationship between the Subject Lands and adjacent residential uses.
11.	For adjacent industrial, consult the Ministry of the Environment’s land use compatibility guidelines regarding separation distances to sensitive land uses.	Industrial uses are not being proposed.
12.	Ensure built form compatibility and transition of building heights with adjacent detached and semi-detached dwellings by providing a maximum 45-degree angular view plane projected from the rear property line.	There are no abutting residential uses at the rear property line.

Compatibility with Adjacent Built Form

	Guideline	Commentary
9.	Mixed-use buildings should be compatible in design and massing with adjacent buildings.	The proposed alterations would change the shape of the main building and apply a contemporary façade treatment, which would provide visual interest and variation along the Griffin Street streetscape. Despite the alterations, the design and massing of the building would continue to be compatible with adjacent buildings.
10.	Mixed-use buildings should complement adjacent low-rise residential uses and incorporate appropriate landscaping and fencing.	The Subject Lands are within the Commercial Core. There are abutting residential use to the north that do not comply to the current “Commercial Core” Official Plan designation “Commercial (C1)”

	Guideline	Commentary
		Zoning. As the abutting dwellings face West Street, the proposed alterations are not anticipated to have a significant visual impact on the relationship between the Subject Lands and adjacent residential uses.
11.	For adjacent industrial, consult the Ministry of the Environment's land use compatibility guidelines regarding separation distances to sensitive land uses.	Industrial uses are not being proposed.
12.	Ensure built form compatibility and transition of building heights with adjacent detached and semi-detached dwellings by providing a maximum 45-degree angular view plane projected from the rear property line.	There are no residential uses abutting the Subject Lands at the rear property line.

Compatibility with Adjacent Built Form

No.	Guideline	Commentary
13.	Attractive and well-articulated commercial entrances should be incorporated into the mixed-use building design and be oriented toward the public street.	The commercial entrance is along the south side of the building, in close proximity to the street. The general intent of the guideline is met.
14.	Access to upper floor residential units may be from the front, side or rear of mixed-use buildings.	Access to three (3) of the residential units would be from the side and rear of the main building. There is also one (1) residential unit proposed above the rear garage.
15.	Entrances must be physically and visually connected to existing or planned public sidewalks.	Connectivity to existing and planned sidewalks will be confirmed as part of the final Site Plan submission.

Vehicle Access, Pedestrian Drop off Areas, Parking, Loading, and Service Areas

No.	Guideline	Commentary
16.	Vehicle accesses must be located to minimize conflicts with pedestrians, cyclists, and other vehicles.	Vehicle access to the site remains unchanged.
17.	Driveways should be combined with the driveways of adjacent properties, where possible, to reduce the frequency of vehicle entrances along the street.	There is an existing shared driveway with 195 Griffin Street. The driveway location is not proposed to be changed.
18.	Well-defined pedestrian connections should be provided within parking areas using decorative paving to emphasize and delineate the pedestrian realm	There are no proposed changes to the existing rear parking area. This guideline appears to be most relevant to large scale development. Due to the small size of the parking area, it does not appear to be necessary to include pedestrian amenities.

No.	Guideline	Commentary
19.	Pedestrian drop-off areas should be designed to minimize conflicts with pedestrian routes. Drop-off areas must be pedestrian-oriented and include decorative paving.	There are no pedestrian drop-off areas being proposed.
20.	Parking, loading, and service areas must be located within side or rear yards, set back from the front façade of the building, and screened from adjacent streets.	Parking is proposed to be within the rear yard.
21.	On corner lots, parking, loading, and service areas must not be located between the building and adjacent streets.	Not applicable.
22.	Landscaped parking islands should be provided within parking areas to visually and functionally define smaller parking courts to reduce the visual impact of parking areas	This guideline appears to be more applicable to larger parking areas.
23.	Landscaped parking islands should be designed to be raised and curbed with ample trees, shrubs, and ground cover.	This guideline appears to be more applicable to larger parking areas.
24.	Snow storage areas should be provided to accommodate anticipated snow removal from parking areas, as well as pedestrian areas and connections.	The site appears to have various locations in which snow storage may be accommodated. This matter is more appropriately addressed at the Site Plan Approval stage.

4.6.4 Area-Specific Design Guidelines: Downtown Smithville

Section 7.1 of the Smithville Urban Design Manual states as follows:

Downtown Smithville is the economic, cultural, social, and geographic centre of the community.

Smithville’s Downtown is envisioned as a mixed-use, attractive, vibrant, high-quality, safe, sustainable, pedestrian-friendly and transit-ready focal point for residents and visitors of all ages.

The following guidelines specifically apply to all development located within Downtown Smithville, as illustrated in Section 5.1 of this Manual. All other guidelines for various types of developments discussed in this Manual continue to apply.

The Smithville Urban Design Manual further provides Guidelines for Private Development in Downtown Smithville as follows:

Guidelines for Private Development in Downtown Smithville

No.	Guideline	Commentary
1.	The minimum height for all new buildings within Downtown Smithville should be 2 storeys	The main building is existing. However, alterations proposed to the main building increase its height to 3 storeys.

No.	Guideline	Commentary
2.	For all new buildings within the Downtown, the minimum allowed ground floor height (floor to ceiling) is 4 metres.	Alterations are proposed to an existing building. Therefore, this guideline does not apply. Buildings along Griffin Street do not appear to meet the minimum ground floor height guideline. The ground floor height of the main building is not proposed to be altered.
3.	New buildings within the Downtown should be oriented towards Regional Road 20 and/or Regional Road 14, where possible, to maintain a consistent street wall while providing sufficient opportunities for outdoor patio areas.	The building is oriented towards Griffin Street (Regional Road 20).
4.	Provide ample articulation and fenestration on building façades along and visible from Regional Road 20 and Regional Road 14.	Ample articulation and fenestration is provided along Griffin Street (Regional Road 20).
5.	A minimum of 50% of the building must front the public street at the minimum front yard setback.	The main building will continue to front Griffin Street. The building would have a 2.05 metre setback. The intent of the guideline is met by providing for street-oriented development.
6.	Built form, architectural details, and materials should maintain and enhance the 'Main Street' character of Downtown Smithville.	The architectural elevations provide for a variety of materials on the façade consistent with an urban form that will enhance the 'Main Street' Character of Downtown Smithville.
7.	Use high quality exterior cladding materials, including brick, stone and precast concrete.	A variety of materials are proposed including wood, metal cladding, stucco and stone.
8.	At street level, buildings should exhibit pedestrian-friendly architectural design, well-defined entrances, and ample fenestration with clear vision glass.	The alterations facilitate a pedestrian friendly design by having entrances in close proximity to the street. There is also a significant amount of fenestration proposed along Griffin Street.
9.	Provide retail uses at street level, where possible, to create a continuous retail edge.	Office uses are proposed at the street level. The provision of office uses at the street level appears to be consistent with the broader intent of the guideline.
10.	New buildings situated at either of the two intersections of Regional Road 20 and Regional Road 14 should have greater building height emphasis and architectural detailing incorporated into the design of all façades facing the intersection.	The building is in proximity of the north intersection of Regional Road 20 and Regional Road 14. The alterations would increase the height of the main building. The building is also well-articulated along the street.
11.	Buildings located adjacent the proposed Town Square, as described in Section 8.7.1 of this Manual, must provide enhanced façade design and generous fenestration along all elevations facing the Square.	The building is not located adjacent to the proposed Town Square.
12.	Parking, loading, and service areas for new buildings within the Downtown must	Parking would be located at the rear of the main building with one parking space along its

No.	Guideline	Commentary
	be located in the rear or side yards and should be visually screened from adjacent streets and properties.	south side. Screening of the parking area will be addressed at the Site Plan Approvals stage.
13.	No parking, driveways, or laneways should be located between buildings and Regional Road 20 or Regional Road 14.	Automotive infrastructure is not proposed between the main building and Regional Road 20.

5.0 Proposed Zoning By-law Amendment

The subject property is presently zoned Commercial (C1) in accordance with Zoning By-law No. 2017-70, as amended (See **Appendix C**). The relief being sought pertains to the following categories:

- setbacks, height and lot coverage of an accessory building;
- parking space and driveway provisions;
- permitting an accessory dwelling unit as a stand-alone use in an accessory building within a Commercial Zone; and
- permitting a 47 m² of the main floor of the commercial building to be used as an accessory dwelling unit.

5.1 Setbacks, Height and Lot coverage of An Accessory building

Relief being sought for the accessory building pertains to the following:

- Relief 1: Reduce minimum setback rear yard setback for accessory building from 1.2 metres to 0.64 metres (as existing);
- Relief 2: Increase maximum building height for accessory building from 6.0 metres to 9.2 metres; and
- Relief 3: Increase maximum lot coverage for accessory building from 8% to 10.2% (as existing).

The accessory building does not comply with the present zoning provisions with respect to rear yard setback and lot coverage. These provisions are not proposed to change and there are no known land use compatibility challenges that pertain to the accessory building.

One of the intents of the Zoning By-law with respect to height and coverage of an accessory building is to ensure that accessory buildings remain subordinate to the main building and use of a property, which in this case is the mixed-use commercial building at the front. In considering this proposal, the mixed-use building at the front is significantly larger than the accessory building at the rear both in terms of height and in terms of coverage. The siting of the accessory building being at the rear of the Subject Lands will further ensure that it remains subordinate to the mixed-use building.

The increase in height of the accessory building is also not anticipated to have a significant impact on adjacent uses. In particular, the abutting lands to the rear, closest in proximity to the accessory building are used as a driveway entrance to the abutting West Lincoln Ambulance Station which does not require setbacks to address impacts pertaining to shadowing or privacy. Additionally, the accessory building is also located approximately 13 metres from the abutting dwelling to the north, which should be sufficient to mitigate adverse impacts.

5.2 Parking Space and Driveway Provisions

Relief sought with respect to the parking and driveway provisions pertain to the following:

- Relief 1: Reduce the required number parking spaces from eight (8) to seven (7);
- Relief 2: Reduce required driveway width from 7.5 metres to 3.15 metres and 1.66 metres to accessible parking space aisle;
- Relief 3: Reduce required parking space aisles for parallel parking space from 5 metres to 3.15 m to accessible parking space & 1.66 metres to accessible parking space;
- Relief 4: Reduce length of parking space that is parallel to a parking aisle or driveway from 6.5 metres in length to 6.0 metres;

With respect to the request to reduce the required number of parking spaces, the Subject Lands are located within an urban context. In this regard, the Subject Lands are located in proximity to community amenities, and a reduced reliance on automobiles may also be expected. There is also a mix of uses on the Subject Lands which allows for shared parking. As shown on the conceptual Site Plan attached as **Appendix A** to this report, parking can be accommodated on the site for each of the additional dwelling units. There is also street parking available along Griffin Street, which has the capacity to accommodate temporary short duration needs of the Subject Lands.

The reduced driveway width/aisle is required to recognize the existing undersized driveway width for access to the rear parking area. Functionally, access to the rear parking lot is and will continue to be provided by way of a shared driveway with 195 Griffin Street. Presently, there are no accessible parking spaces located at the site. One accessible parking space is proposed along the south side of the building to address standards under the Province's Integrated Accessibility Standards under the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11*. The location of the proposed accessible parking location appears to be the most appropriate in considering the context, as it allows for access in close proximity to the primary building entrance.

The final request is to reduce the length of the parking space that is parallel to a parking aisle or driveway from 6.5 metres in length to 6.0 metres. Parallel parking spaces require a length of 6.5 metres, which is 0.5 metres longer than typical parking space dimensions. This excess in zoning is typically necessary to allow cars to maneuver as they back into a parking space. In considering the conceptual Site Plan, there is excess room at the rear of the parking space that would allow a car to back into a parking space.

5.3 Permit an accessory dwelling unit as a stand-alone use in an accessory building within a Commercial Zone and Permit 47 m² of the main floor of the commercial building to be used as an accessory dwelling unit.

Section 3.2.1 (h) of the Zoning By-law provides as follows:

Where permitted in a Commercial Zone, an accessory dwelling unit is only permitted within the same building as a permitted art gallery, commercial school, dry cleaning/laundry depot, financial institution, office including a medical office, personal service shop, private club, restaurant, retail store, service shop or studio, and shall be located above the first storey of the commercial building.

Relief sought with respect to the parking and driveway provisions pertain to the following:

- Relief 1: Permit accessory dwelling unit without a commercial use in an accessory building.
- Relief 2: Permit 47 m² of the ground floor of the main building to be used as an accessory dwelling unit.

The intent of the Official Plan and the Zoning By-law is to ensure that the predominant use along the main street for lands designated “Commercial Core” and zoned “Commercial (C1)” remains commercial, while at the same time permitting residential uses that do not adversely impact the mixed-use character of Griffin Street. The proposed relief maintains the intent of the Official Plan and the Zoning By-law.

5.4 Zoning Compliance Tables

The following tables identify the specific relief that is required to facilitate the proposed development:

Section 3.1 – Table 1-2: Regulations for Accessory Buildings and Structures in Non-Agricultural Zones

Regulations	Requirement	Proposed	Compliance
Minimum setback from front lot line	4.5 m	Existing	Yes
Minimum setback to interior side lot line	1.2 metres, or as required in the applicable zone where a lesser interior side yard is required for the main building. C1 zone requires 0 metre interior side yard setback	0.75 m	Yes
Minimum setback to rear lot line	1.2 metres	0.64 metres (as existing)	No
Maximum Building Height	6.0 m	9.2 m	No
Maximum lot coverage	8% of the lot area, provided the lot coverage shall not exceed the maximum lot coverage requirement for all buildings and structures in the respective	10.2%	No

Section 3.2.1 Accessory Dwelling Units

Regulations & Requirement	Proposed	Compliance
a) Accessory dwelling units shall be located within a main building containing an existing principal use, or within a residential accessory building, on a lot where both the principal use	Accessory dwelling units are proposed within a principal	Yes

Regulations & Requirement	Proposed	Compliance
and an accessory dwelling unit are permitted by the applicable zone above the ground floor and remain a secondary use to the accessory building. (Bylaw 2018-61)	building and accessory building.	
b) A maximum of one (1) accessory dwelling unit is permitted on a lot, except where permitted otherwise by the applicable zone. Section 7.3 provides that the maximum number of accessory dwelling units on a lot in the C1 Zone shall not exceed 1 dwelling unit per 120 m ² of lot area. Up to 6 Units are permitted based on 838 m ²	4	Yes.
c) Accessory dwelling units shall comply with the regulations of the applicable zone.	Relief is being sought to address deficiencies associated with setbacks, coverage, parking, etc.,	No
d) A main building that is used for an accessory dwelling unit shall comply with the regulations of the applicable zone.	Relief is being sought to address deficiencies that are not complied with such as parking.	No
e) On a lot that is not serviced by municipal sewage services and/or municipal water services, an accessory dwelling unit shall not be permitted unless the lot has a minimum lot area of 0.4 hectare and the private sewage services and/or private water services are approved for the lot with adequate capacity for the accessory dwelling unit and any other uses on the lot.	N/A	Yes
f) Parking for accessory dwelling units shall be provided in accordance with Section 3.12.	Site has a shortfall of one parking space.	No
h) Where permitted in a Commercial Zone, an accessory dwelling unit is only permitted within the same building as a permitted art gallery, commercial school, dry cleaning/laundry depot, financial institution, office including a medical office, personal service shop, private club, restaurant, retail store, service shop or studio, and shall be located above the first storey of the commercial building.	Accessory dwelling unit is proposed without a commercial use in the accessory building at the rear. 47 m ² of the ground floor of the main building is proposed to be used as an accessory dwelling unit.	No

3.12.1 Parking and Loading Facilities – Applicability and General Requirement

Regulations & Requirement	Proposed	Compliance
e) Where the calculation of required bicycle parking facilities, loading spaces, parking spaces or stacking space exceeds a whole number by 0.25 or greater, the calculation shall be rounded up to the next whole number to determine the total requirement. Required Number of Parking Spaces is 7.39. Number of required parking spaces rounds up to 8.	7	No

3.12.2 Driveways and Parking Aisles

Regulations	Requirement	Proposed	Compliance
Driveways for residential uses with five (5) or more dwelling units and non-residential uses - Double traffic lane for travel in one or two directions:	7.5 m	3.15 m to accessible parking space & 1.66 metres to accessible parking space aisle	No
Parking aisles for parallel parking spaces	5 metres	3.15 m	No

3.12.6 Off-Street Motor Vehicle Parking Facility Requirements (Table 6: Required Parking Facilities)

Regulations	Requirement	Proposed	Compliance
Accessory dwelling	1 parking space per unit	4	Yes
Office, Including Medical Office	1 parking space per 28 m ² of gross leasable floor area	94.9 m ² / 28 m ² = 3.38	Yes
	Total Parking Required	8	No
	Total Parking Provided	7	No

3.12.6 Off-Street Motor Vehicle Parking Facility Requirements

Regulations	Requirement	Proposed	Compliance
d) Parking spaces shall have minimum dimensions of 2.7 metres in width by 6 metres in length, except: i. Parking spaces that are parallel to a parking aisle or driveway shall be a minimum of 6.5 metres in length;		Parking space along driveway is 6 m	No

7.2 Commercial Zones – Permitted Uses

Regulations & Requirement	Proposed	Compliance
Office, including a medical office is identified as a principal use. Accessory dwelling unit is identified as an accessory use.	Office & Accessory Dwelling Units	Yes

7.3 Commercial Zones - Regulations

Regulations	Requirement	Proposed	Compliance
Minimum Lot Area	N/A	838.5 m ²	Yes
Minimum Lot Frontage	N/A	4.37 m	Yes
Minimum Front Yard	N/A	2.05 m (building technically fronts on another parcel)	Yes
Minimum exterior side yard	N/A	N/A	Yes
Minimum Interior Side Yard -Other	N/A	0.65 m	Yes
Minimum rear yard - Other	6m	22.82	Yes
Maximum lot Coverage	N/A	30.7%	Yes
Maximum Building Height	15m	10.61 m	Yes
Minimum Landscaped Open Space	N/A	11.0%	Yes
Maximum Outside Storage	N/A	N/A	Yes
Maximum gross leasable floor area	N/A	94.9 m ²	Yes

6.0 Summary and Conclusion

It is our opinion the proposed Zoning By-law Amendment represents good land use planning, and is in the public interest and should be approved for the following reasons:

1. The proposed development is consistent with the Provincial Policy Statement, conforms with the Growth Plan, Region of Niagara Official Plan, the Township of West Lincoln Official Plan and has regard to the Township of West Lincoln: Smithville Urban Design Manual.
2. The proposed development would facilitate intensification, compact form and complete communities, and also provide for housing in the form of additional dwelling units.

Report prepared by:

Jesse Auspitz, MCIP, RPP
Senior Planner
NPG Planning Solutions Inc.

Report reviewed and approved by:

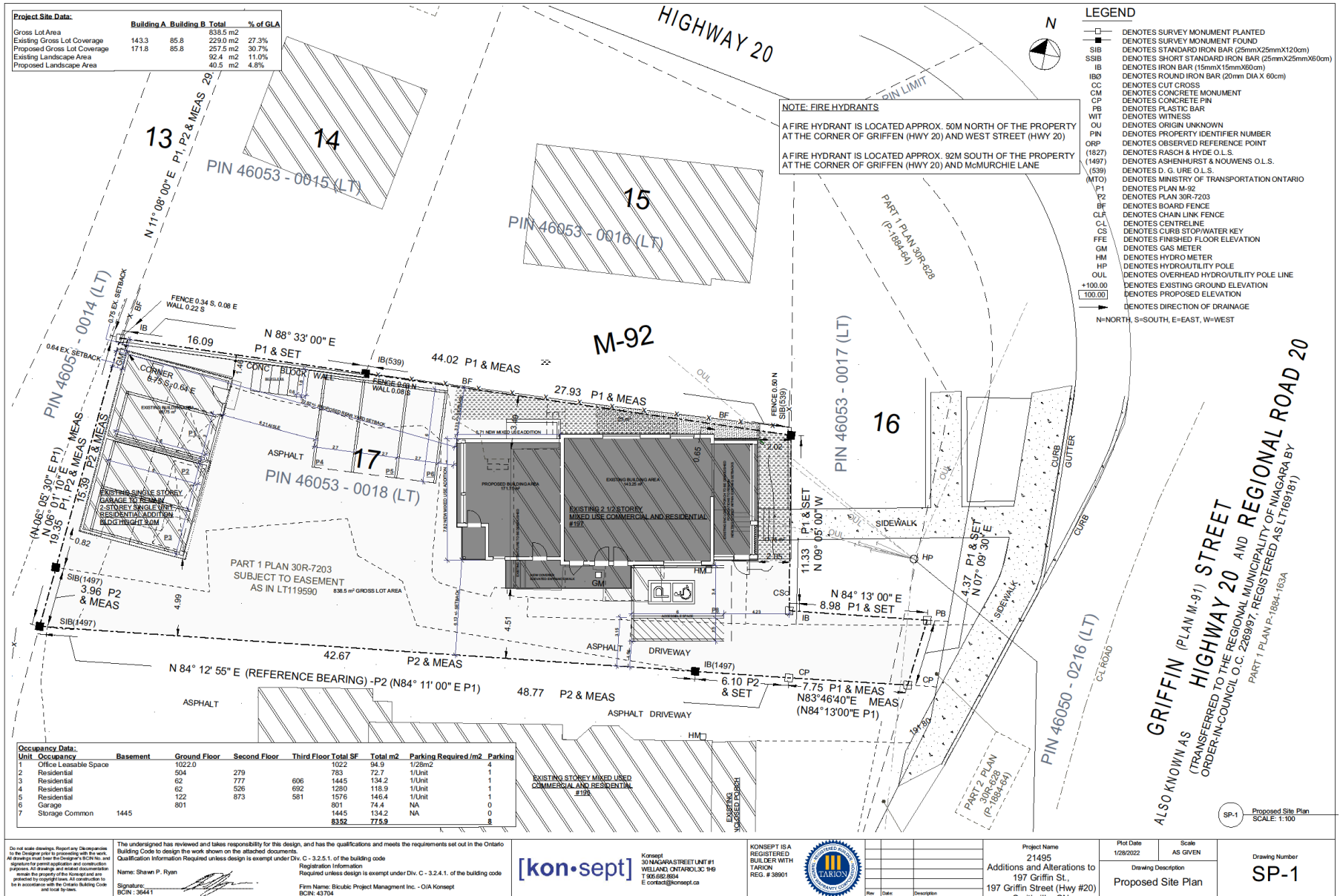


Mary Lou Tanner, FCIP, RPP
Principal Planner
NPG Planning Solutions Inc.

7.0 Appendices

- Appendix A – Conceptual Site Plan and Architectural Elevations
- Appendix B – Official Plan Designations
- Appendix C – Zoning By-law Schedule

Appendix A - Conceptual Site Plan and Architectural Elevations



Appendix A - Conceptual Site Plan and Architectural Elevations

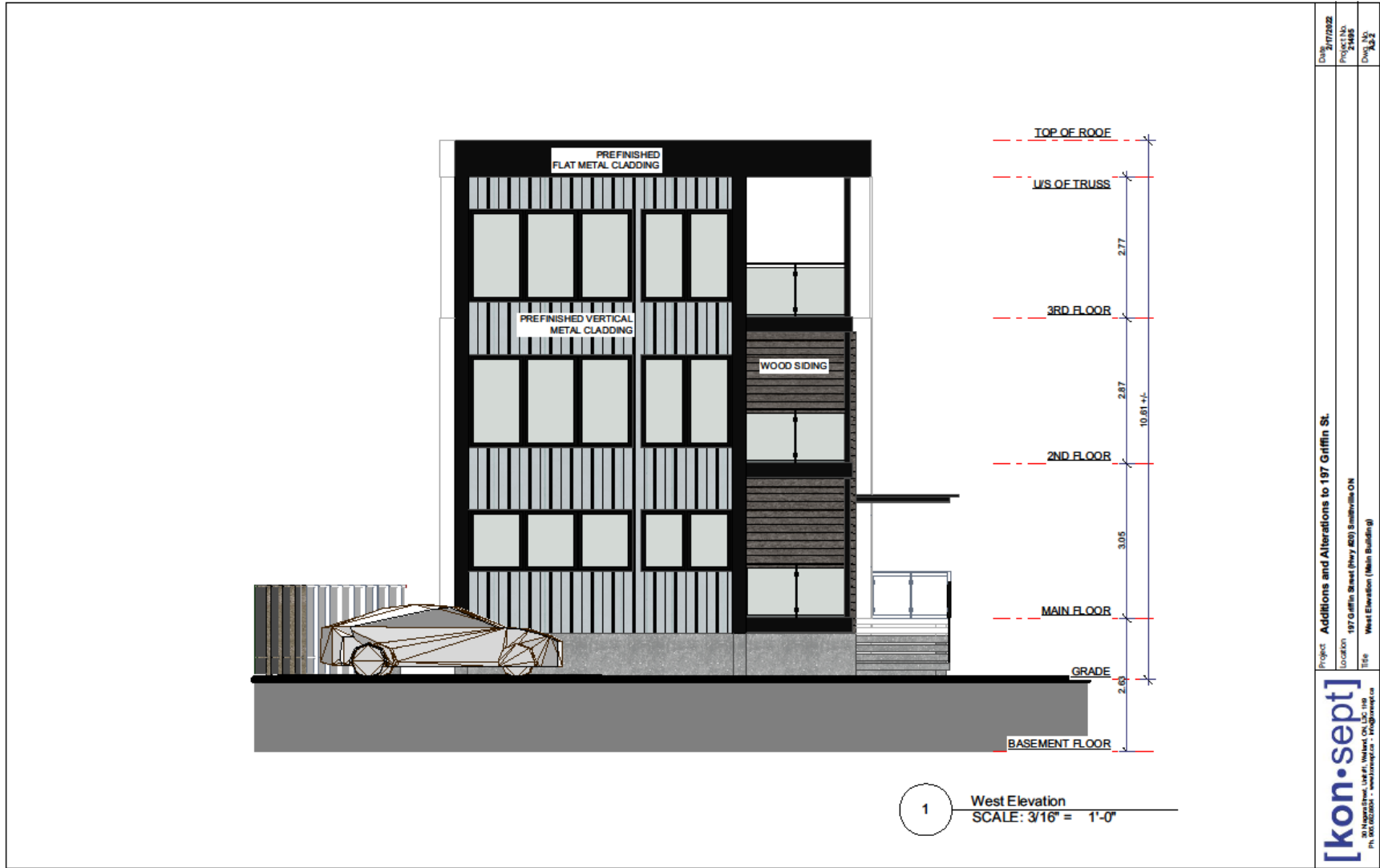


<p>[kon·sept] 30 Magnolia Street, Unit #1, Walnut Creek, CA 94598 PH: 925.933.8888 - WWW.KONSEPT.COM - INFO@KONSEPT.COM</p>	<p>Project: Additions and Alterations to 197 Griffin St. Location: 197 Griffin Street (Bay 80) Southville ON Title: East Elevation (Main Building)</p>	<p>Date: 3/17/2022 Project No: 21485 Dwg. No: A2.4</p>
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Appendix A - Conceptual Site Plan and Architectural Elevations



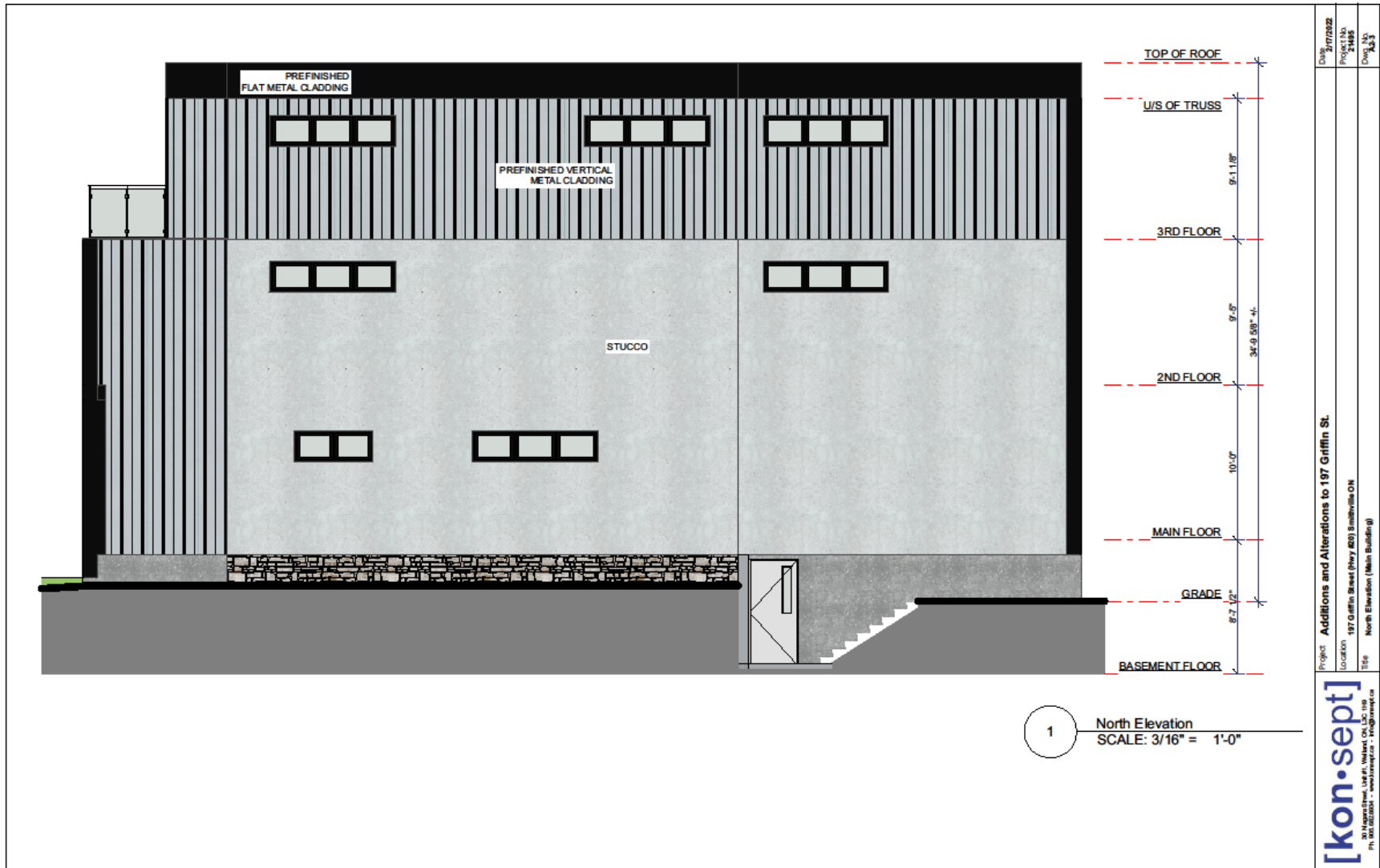
Appendix A - Conceptual Site Plan and Architectural Elevations



<p>Project: Additions and Alterations to 197 Griffin St. Location: 197 Griffin Street (Bay 80) Saultville, ON Title: West Elevation (Main Building)</p>	<p>Date: 3/17/2022 Project No: 21485 Dwg. No: A2.2</p>
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[kon•sept]
 30 Magnolia Street, Unit #1, Waterford, ON, L2C 1H6
 PH: 905.822.8281 - WWW.KONSEPT.COM - INFO@KONSEPT.COM

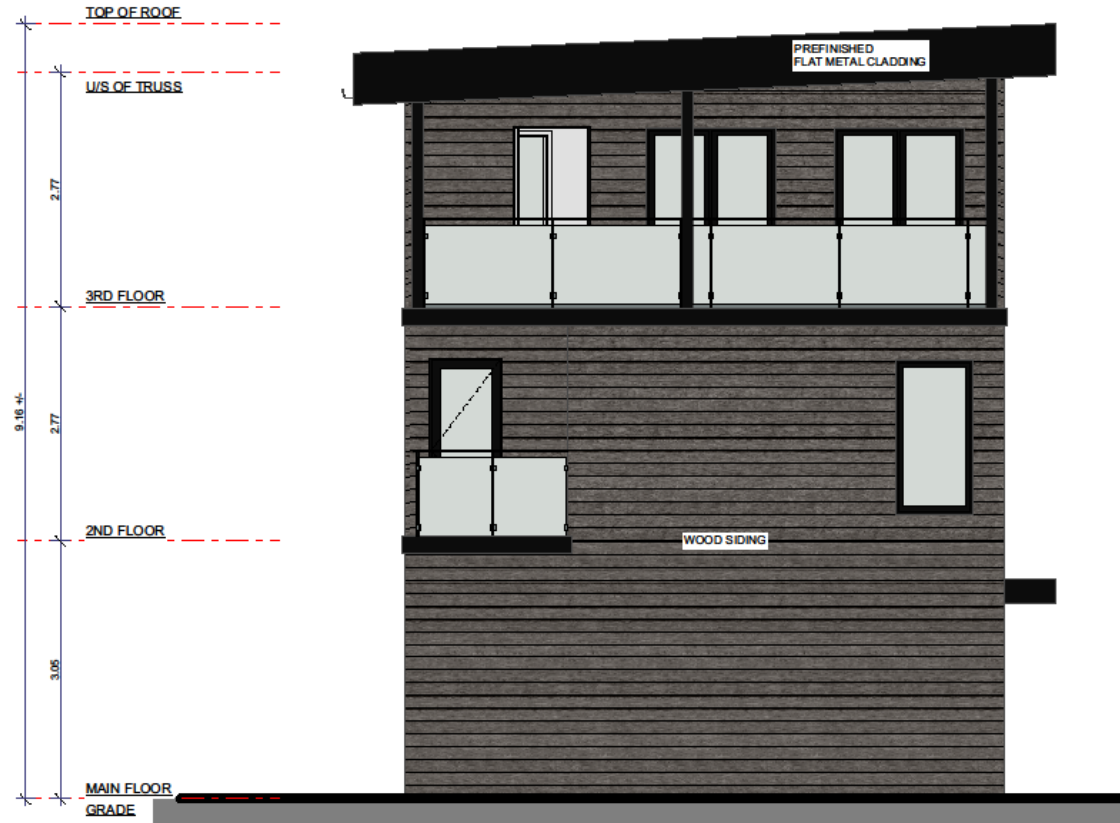
Appendix A - Conceptual Site Plan and Architectural Elevations



Appendix A - Conceptual Site Plan and Architectural Elevations



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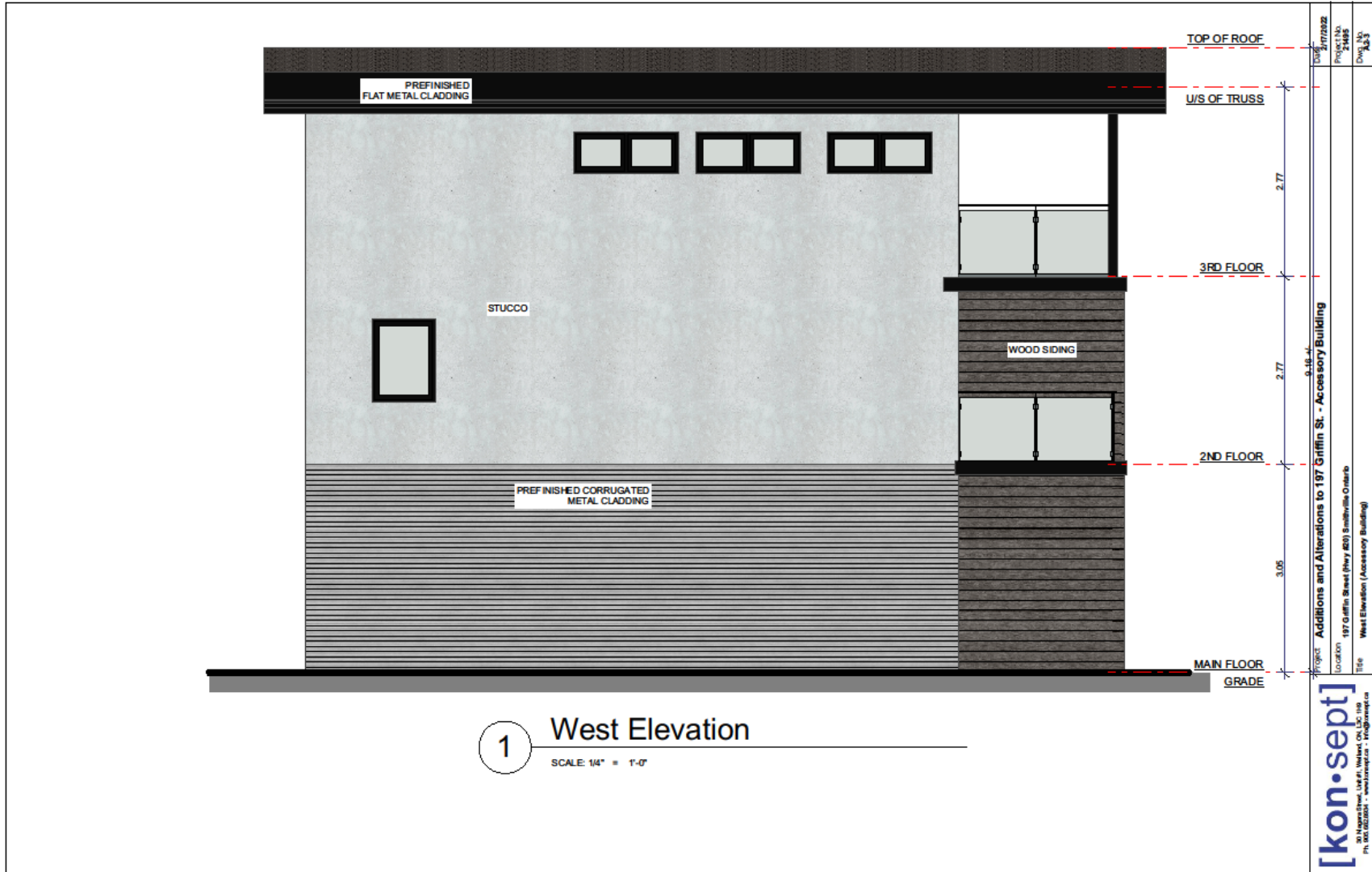
1 South Elevation
SCALE: 1/4" = 1'-0"



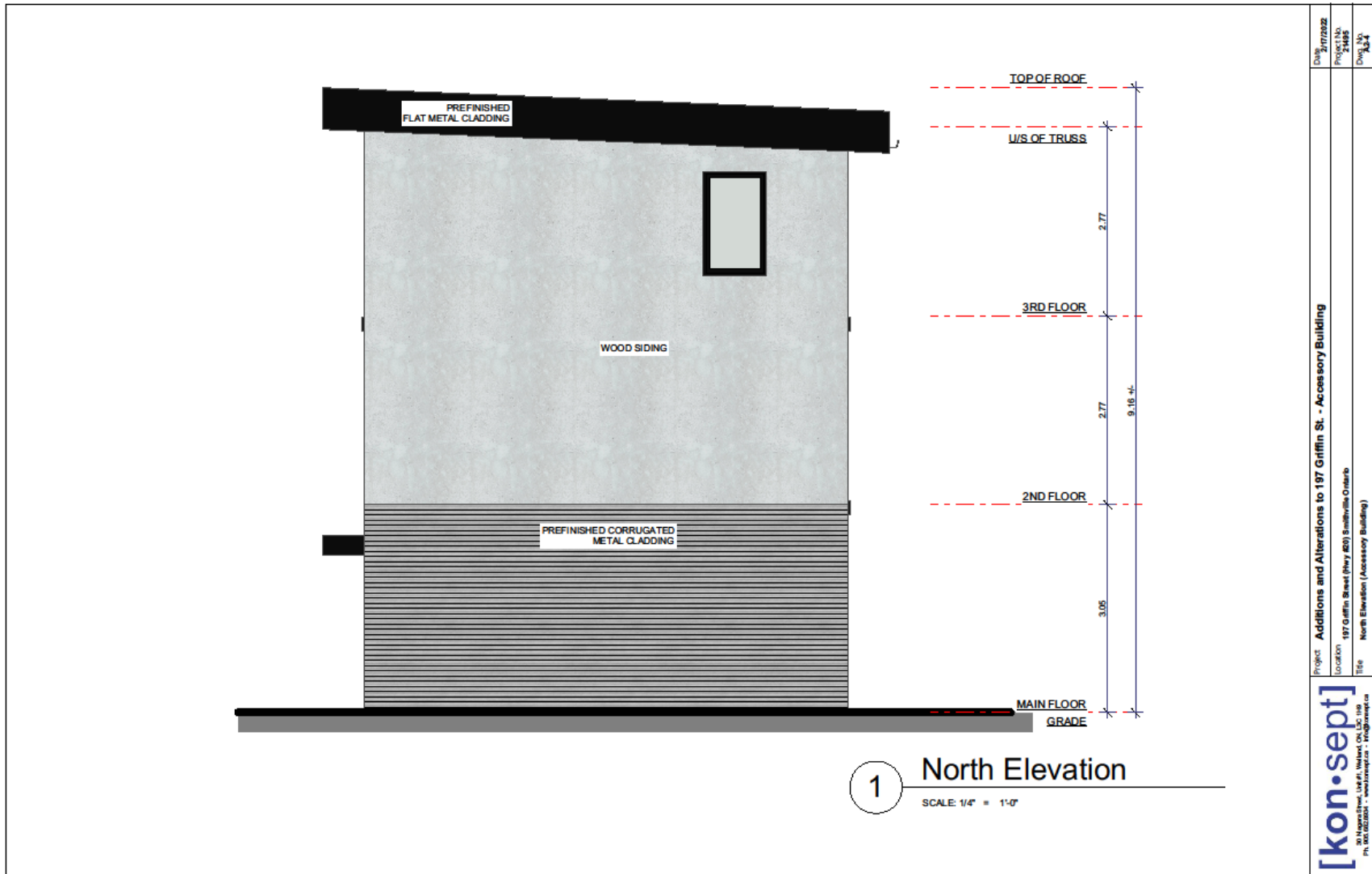
Project: **Additions and Alterations to 197 Griffin St. - Accessory Building**
 Location: **197 Griffin Street (Hwy #20) Smithville Ontario**
 Title: **South Elevation (Accessory Building)**

Date: **2/17/2022**
 Project No.: **21495**
 Dwg. No.: **A2-2**

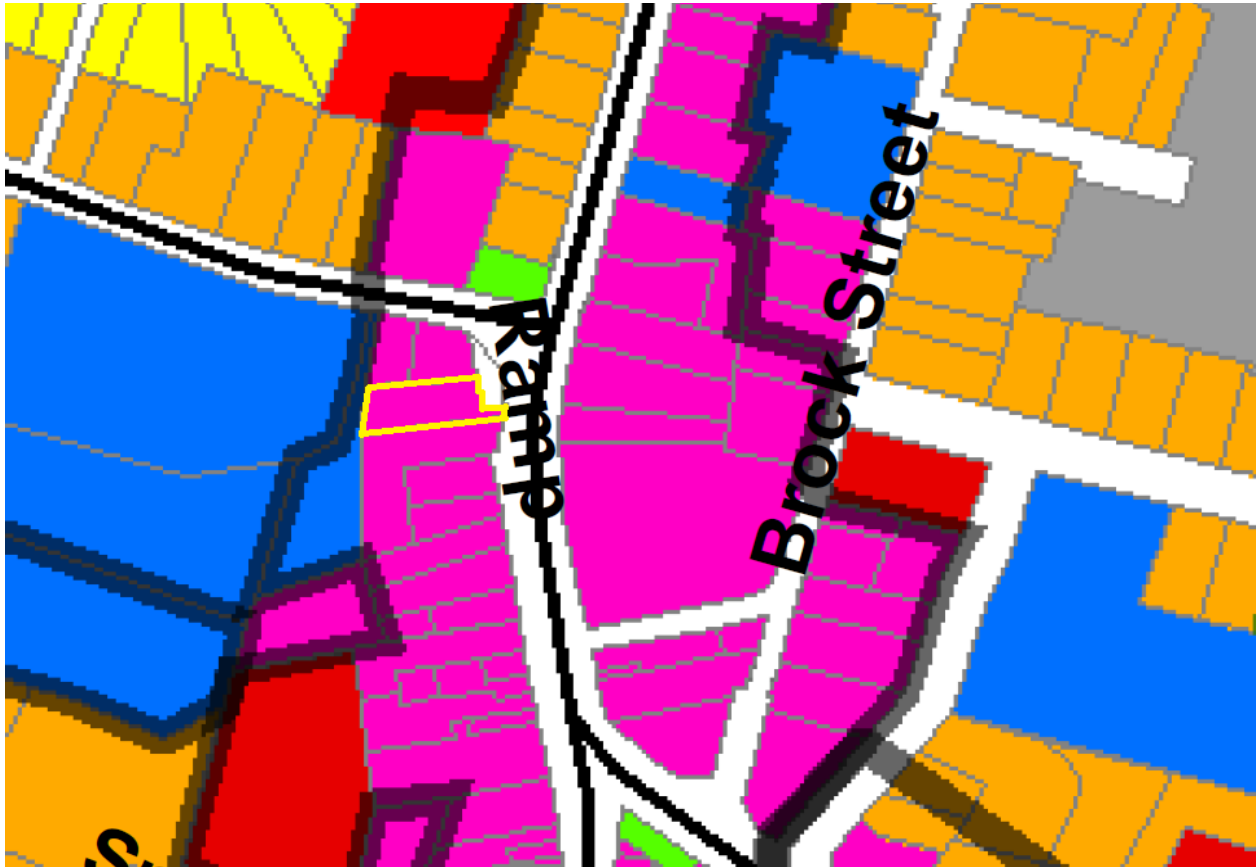
Appendix A - Conceptual Site Plan and Architectural Elevations



Appendix A - Conceptual Site Plan and Architectural Elevations



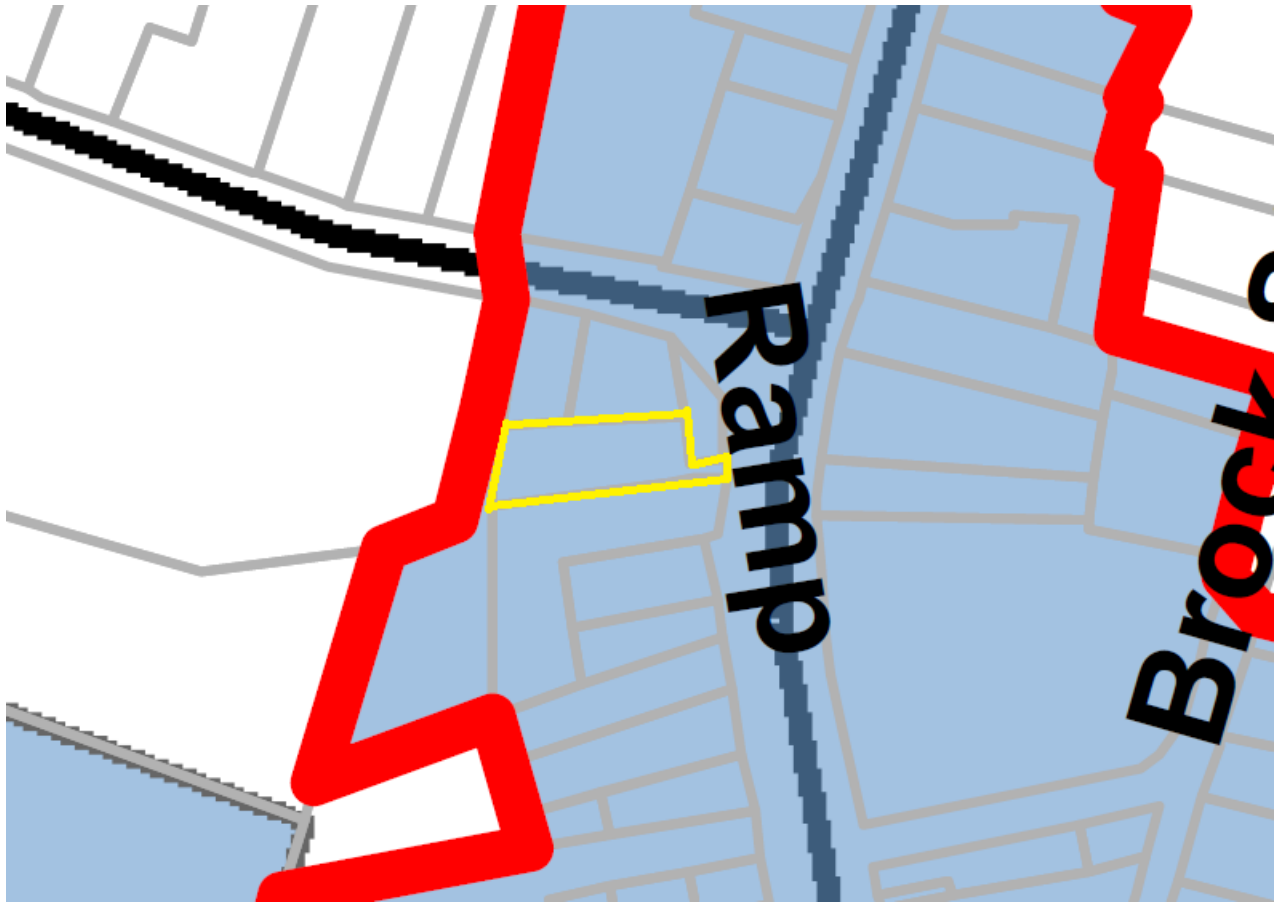
Schedule 'B-4': Land Use Smithville










Legend

-  Smithville Urban Boundary
-  Natural Heritage System
-  Urban Boundary Expansion - Employment
-  Mixed Use Corridor
-  Built Boundary
-  Low Density Residential
-  Medium Density Residential
-  High Density Residential
-  Secondary Plan
-  Commercial Core
-  Commercial Plaza
-  Service Commercial
-  Employment Area
-  Institutional
-  Public Parks
-  Public Use

Schedule 'B-5': Urban Structure Smithville



Legend

-  Smithville Urban Boundary
-  CIP Boundary
-  Built Boundary
-  PCB Lands
-  Greenfield Area
-  Intensification Area
-  Agricultural & Rural Area

Appendix C – Zoning By-law Schedules

Schedule A – Map S5

