



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
SPECIAL COUNCIL MEETING
AGENDA**

Thursday, March 4, 2021, 6:00 P.M.

Main Level Chambers

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

Pages

1. PURPOSE OF THIS SPECIAL MEETING

A Public Council Meeting to be held on March 4, 2021 at 6:00 p.m. by Electronic Participation presenting the Secondary Dwelling Units Official Plan and Zoning By-Law Amendments (OP 18-01 and Z 19-01).

2. CALL TO ORDER AND ROLL CALL

3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

4. DELEGATIONS/ PRESENTATIONS

4.1. Secondary Dwelling Units Official Plan Amendment OP 18-01 & Zoning By-Law

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Secondary Dwelling Units Official Plan and Zoning By-Law Amendments - documents available on the Municipality Website www.temagami.ca

Draft Motion:

BE IT RESOLVED THAT Council receive the presentation from Planning Urban Design & Landscape Architecture regarding Secondary Dwelling Units Official Plan and Zoning By-Law Amendment.

5. ADJOURNMENT

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at X:XX p.m.

MUNICIPALITY OF TEMAGAMI	
Report Prepared For:	Suzie Fournier, Municipal Clerk
Report Prepared By:	Jamie Robinson, BES, MCIP, RPP and Patrick Townes, BA, BEd MHBC Planning Limited
Subject:	Statutory Public Meeting for Secondary Dwelling Units Official Plan Amendment and Zoning By-law Amendment
Report Date:	March 4, 2021

A. BACKGROUND

The Municipality of Temagami is hosting the Statutory Public Meeting for the municipally initiated Official Plan Amendment and Zoning By-law Amendment, to implement policies and regulations in the planning documents regarding Secondary Dwelling Units. The Municipality held an Open House to discuss the proposed Official Plan Amendment on August 6, 2019 at the Community Centre, and also held a Statutory Public Meeting on March 12, 2020 to present the Official Plan Amendment only.

The purpose of the Statutory Public Meeting was to provide members of the public and agencies an opportunity to provide comments on the draft amendments, in accordance with the requirements of the *Planning Act*. This report does not include a recommendation to adopt the Official Plan Amendment and to pass the Zoning By-law, however the following resolutions are recommended:

THAT Council receive the report prepared by MHBC Planning Limited regarding the Statutory Public Meeting for Secondary Dwelling Units, Official Plan Amendment and Zoning By-law Amendment, dated March 4, 2021; and,

THAT Council direct staff to consider the comments received at the Statutory Public Meeting on March 4, 2021, and to bring a recommendation to Council on the proposed Official Plan Amendment and Zoning By-law Amendment at a subsequent Council meeting.

The proposed amendments that have been prepared for the Statutory Public Meeting have been drafted following review of comments and written submissions provided:

- Prior to and at the March 12, 2020 Statutory Public Meeting for the Official Plan Amendment;
- From discussions with Temagami First Nation and Temagami Lakes Association; and,
- Following Council comments provided at the December 23, 2020 Council meeting.

A copy of the proposed amendments to the Official Plan and the Zoning By-law are attached to this report. The excerpts of the proposed amendments were also posted on the Municipality's website.

This report provides:

- a summary of the comments that have been received;
- an overview of the proposed amendments; and,
- reference to Provincial Policy Framework.

B. OVERVIEW OF COMMENTS

The below is a summary of the most recent comments received on the proposed amendments.

Council Members:

- Comments provided at the December 23, 2020 Council meeting.
- Request to review permissions in planning documents regarding the ability to permit the construction of a sleep cabin prior to the construction of a principal dwelling. These permissions have been removed from the planning documents. It is typical that a principal dwelling is required on a lot prior to the construction of an accessory use.
- Request to review permissions for garden suites in the planning documents. Garden suites are not permitted in the rural area. This is consistent with the current policies and regulations in the planning documents.

Temagami Lakes Association:

- Written comments provided on October 22, 2020 by Tony Usher on behalf of the Temagami Lakes Association.
- Garden suites are not appropriate on the non-urban waterfront.
- Recommended various revisions to draft Official Plan Amendment.

Temagami First Nation:

- Discussion occurred with Temagami First Nation on October 15, 2020.
- Only support Secondary Dwelling Units (previously a sleep cabin with a washroom and kitchen) on lots greater than 1.6 hectares in accordance with the existing policies and regulations.

C. OVERVIEW OF PROPOSED AMENDMENTS

A summary of the updated Official Plan Amendment and the Zoning By-law Amendment is included below:

- 1) The updates to the *Planning Act* that require municipalities to permit “Additional Units” are intended to apply to permanent housing and not recreational situations. This overriding intent behind the legislation has been reflected in the updated amendments.

- 2) The implementation of Additional Units legislation (formerly referred to as Second Units by the Ministry) should be considered differently in settlement areas and rural areas in comparison to shoreline areas.
- 3) Considering the new legislation for Additional Units, municipalities have the ability to permit additional units within a dwelling and within an accessory building on one lot.
- 4) In the proposed amendments, the term Secondary Dwelling Unit is still utilized despite the nomenclature change in the *Planning Act*. Due to existing property sizes in the urban area and the rural nature of the Municipality, only one Secondary Dwelling Unit is to be permitted at present time.
- 5) The Municipality of Temagami has existing Official Plan policies and Zoning By-law regulations that permit sleep cabins on many shoreline properties. Sleep cabin size, and kitchen and washroom permissions are provided on a sliding scale, based on lot size.
- 6) Based on the existing Official Plan and Zoning By-law, on the largest of shoreline properties (over 1.6 hectares), a sleep cabin is permitted to contain a kitchen and a washroom. Based on the definitions in the *Planning Act*, this is a dwelling unit. As a result, the Zoning By-law currently permits a Secondary Dwelling Unit, although it is called a sleep cabin by the current documents.
- 7) The key distinction between the existing Official Plan and Zoning By-law permissions that enable a sleep cabin to have a kitchen and a washroom and the second unit provisions contemplated by the *Planning Act*, is the distinction that the *Planning Act* version is used for permanent housing and the sleep cabin provisions in the Official Plan are for recreational purposes.
- 8) The proposed amendments to the Municipality's Official Plan and Zoning By-law update the nomenclature to recognize that a sleep cabin with a kitchen and a washroom is a dwelling unit (Secondary Dwelling Unit). Modifications to the complementary policies of the Official Plan are also required to reflect the change in nomenclature.
- 9) Permissions have been included for Secondary Dwelling Units in the urban and rural areas, however the permissions for Secondary Dwelling Units on shoreline properties has not changed from the in effect Official Plan and Zoning By-law (other than the nomenclature). In order for a Secondary Dwelling Unit to be permitted, the lot must be large enough to sever (minimum 1.6 hectares) and the Secondary Dwelling Unit must be constructed and sited in a manner where it could be a principal dwelling, if severed on a new lot.
- 10) References to the Ontario Building Code have also been added throughout the planning documents regarding Secondary Dwelling Units. Secondary Dwelling Units have different regulations and standards compared to a sleep cabin for example, in order to meet the requirements of the Ontario Building Code.

11) In summary, Secondary Dwelling Units are to be permitted on urban and non-shoreline residential lots, within a dwelling unit or within an accessory building. On shoreline lots, Secondary Dwelling Units are permitted on lots greater than 1.6 hectares within accessory buildings (formerly referred to as a sleep cabin prior to these proposed amendments). The Official Plan and Zoning By-law include criteria in order for a Secondary Dwelling Unit to be permitted, including:

- Must be located on a lot larger than 1.6 hectares;
- Must be connected to an independent, on-site sewage disposal system; and,
- Must be located on a lot so that the Secondary Dwelling Unit and on-site sewage disposal system could be severed from the remainder of the lot.

D. PROVINCIAL POLICY FRAMEWORK

The Provincial Policy Statement (PPS) speaks to the accommodation of an appropriate range and mix of residential units (including second units, 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.

The Strong Communities through Affordable Housing Act, 2011 (Bill 140) set out requirements and tools for municipalities to establish policies that would allow secondary dwelling units in new and existing developments, provided that they are in appropriate areas.

Such policies were to allow for Secondary Dwelling Units through the establishment of a Secondary Dwelling Unit in an existing dwelling or the use of a residential unit in a building or structure accessory to an existing dwelling. It was recognized that these policies would also need to deal with such matters as appropriate locations and constraints. As set out in Ontario's Long-Term Affordable Housing Strategy, the Province seeks to support social and economic inclusion, end chronic homelessness and meet the housing needs of all Ontarians.

In keeping with Provincial legislation and policies, the Municipality of Temagami's Official Plan currently includes policies to promote affordable housing through permissions for accessory apartments and garden suites. The proposed Official Plan Amendment and Zoning By-law Amendment will implement the Province's direction to include policies and regulations to permit Secondary Dwelling Units.

E. ANALYSIS

The provision of a range and mix of housing, along with the promotion of affordable housing, is both desirable and beneficial to communities in that it seeks to ensure that housing is available for a wide spectrum of individuals. Provincial legislation regarding the provision of an appropriate range and mix of residential uses (including second units, affordable housing and housing for older persons) fundamentally relates to the provision of year-round housing. The Municipality's Official Plan policies regarding accessory apartments and garden suites also relate to the provision of year-round housing.

The Ministry of Municipal Affairs and Housing prepared a Second Units Info Sheet – Spring 2017 which speaks to municipalities allowing secondary dwelling units in designations or zones that permit detached, semi-detached, or row dwellings. It also notes the following:

There may be circumstances where second units may not be appropriate given other planning considerations and policies, particularly relating to health and safety or the natural environment. For example:

- *areas that are prone to flooding*
- *waterfront areas/developments on private roads that are not maintained and where emergency access may be limited*
- *areas adjacent to lakes with limited lake capacity*
- *areas of recreational dwellings where there may be a lack of year round roads and/or which lack other daily needs and services residents may require.*

The goals, objectives and policies of the Official Plan consistently speak to the conservation of semi-wilderness values and characteristics of the Municipality as well as the community's natural and cultural heritage. Official Plan policies relating to each of the Neighbourhood Planning Areas consistently speak to the impact of the size and number of sleep cabins on a lot which can affect the intensity of use on the property. These policies also speak to sleep cabins being located in such a way as to reduce their visual impact on the surrounding area.

In considering permissions for Secondary Dwelling Units, the Municipality must bear in mind the goals and objectives of the Official Plan and consider any potential impacts. The Municipality should strive to balance the provision of additional residential units with the preservation of its semi-wilderness characteristics. The cumulative effect of permitting Secondary Dwelling Units should be managed in such a way as to ensure that the Municipality's services and facilities are not unduly strained.

The proposed policies and regulations relating to Secondary Dwelling Units include a provision that not more than one Secondary Dwelling Unit is permitted in association with each principal dwelling on the same lot. To accommodate Secondary Dwelling Units while maintaining the general purpose and intent of current policies relating to sleep cabins, a provision has also been included in the draft amendments which states that a sleep cabin with bathroom and kitchen facilities shall be deemed to be a Secondary Dwelling Unit.

It is the intent of the proposed amendments to permit Secondary Dwelling Units within a dwelling or within an accessory building on rural (non-shoreline lot) and within the Village of Temagami. For Secondary Dwelling Units on shoreline lots, they shall only be permitted within an accessory building that was previously described as a sleep cabin with both a washroom and a kitchen. The proposed amendments do result in a nomenclature change for Secondary Dwelling Units (formerly a sleep cabin with a kitchen and a washroom) however these permissions have not changed.

The proposed amendments implement the Provincial mandate to include Secondary Dwelling Unit policies and regulations for non-shoreline lots, and maintain the current permissions for shoreline lots.

The presentation provided to Council at the December 23, 2020 Council meeting is attached to this report. The presentation includes slides that provide scenarios of current and proposed permissions for Secondary Dwelling Units.

F. SUMMARY

A Statutory Public Meeting has been scheduled to receive feedback from the public prior to making a recommendation to Council on the proposed Official Plan Amendment and Zoning By-law Amendment. The Municipality has undertaken extensive public consultation through this process, and have resulted in the creation of Temagami focused policies and regulations to implement Provincial legislation.

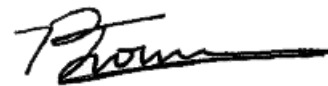
A summary of the proposed amendments is included below:

- Proposed Official Plan Amendment and Zoning By-law Amendment to permit Secondary Dwelling Units.
- Secondary Dwelling Units to be permitted within the Village of Temagami and on non-shoreline lots within a principal dwelling and within an accessory building.
- Secondary Dwelling Units to be permitted on shoreline lots on properties greater than 1.6 hectares. (Maintains existing permissions where a sleep cabin could contain a kitchen and a washroom).
- Secondary Dwelling Units must be constructed in accordance with the Ontario Building Code.

Respectfully Submitted,
MHBC Planning

A handwritten signature in black ink, appearing to read 'J. Robinson'.

Jamie Robinson, BES, MCIP, RPP
Partner

A handwritten signature in black ink, appearing to read 'P. Townes'.

Patrick Townes, BA, BEd
Associate

Welcome to TEMAGAMI



SECONDARY DWELLING UNITS

OVERVIEW OF DRAFT OFFICIAL PLAN AMENDMENT AND ZONING BY-LAW AMENDMENT



Wednesday, December 23, 2020

Jamie Robinson, BES, MCIP, RPP | Partner
Patrick Townes, BA, BEd | Associate

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Purpose of Proposed Amendments

- To update the Municipality of Temagami's planning documents to include policies and regulations for secondary dwelling units.
- Most up-to-date legislation includes permissions for additional dwelling units – one additional dwelling unit within a dwelling and one additional dwelling unit within an accessory building.
- Considered appropriate at present time to allow for one additional dwelling unit in Temagami at present time, based on location and size of property.
- Purpose of additional unit legislation is to encourage and promote affordable housing stock.

Shoreline vs. Non-Shoreline Lots

- Policies and regulations included in planning documents to permit secondary dwelling units within a dwelling or within an accessory building within the Village of Temagami and on non-shoreline lots.
- Policies and regulations included in the planning documents to permit a secondary dwelling unit on shoreline properties with a minimum lot size of 1.6 hectares.
- Amended regulations associated with sleep cabins to recognize a sleep cabin with both a kitchen and a washroom as a secondary dwelling unit.

Overview of Permissions on Non-Shoreline Lots

Low Density Residential (RL) Zone

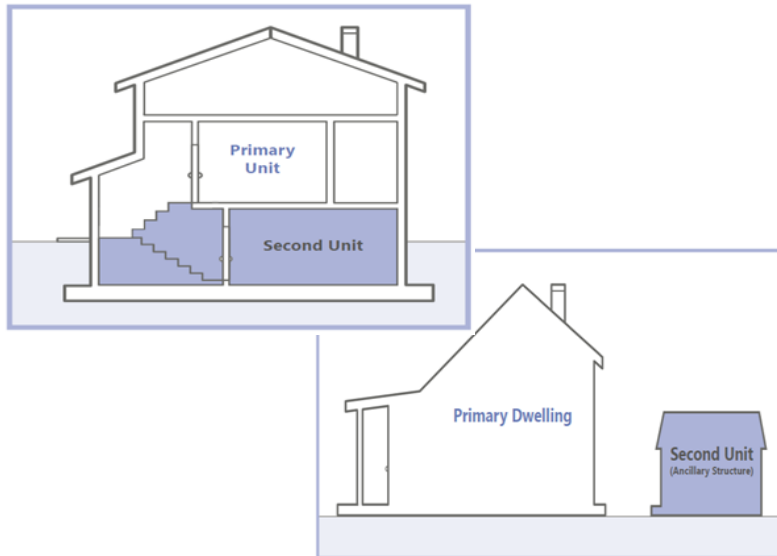
Select Remote Residential (R2) and
Rural Residential (R3) Zones



Principal Dwelling



Secondary Dwelling Unit



- Permitted within the principal dwelling or within an accessory building.
- Require one additional parking space.
- Maximum size of 72 square metres or may occupy an entire basement within the principal dwelling.
- Only permitted within an accessory building on lots larger than 0.8 hectares.

Overview of Permissions on Shoreline Lots

Remote Residential (R1) Lake Temagami
Remote Residential (R2)
Rural Residential (R3)



Principal Dwelling



Secondary Dwelling Unit



www.shuffenbach.com • 327.779.0000

Sleep Cabin

Kitchen = “K”

Bathroom = “B”

Current Permissions by Lot Area

< 0.4 ha



www.chuffentack.com • 12379003
No K or B

> 0.4 ha



www.chuffentack.com • 12379003
K or B



www.chuffentack.com • 12379003
No K or B

> 1.6 ha



www.chuffentack.com • 12379003
K or B



www.chuffentack.com • 12379003
K and B

Proposed Permissions by Lot Area

< 0.4 ha



www.chuffenbach.com • 12379003
No K or B

> 0.4 ha



www.chuffenbach.com • 12379003
K or B



www.chuffenbach.com • 12379003
No K or B

> 1.6 ha



www.chuffenbach.com • 12379003
K or B



K and B

Criteria for a Secondary Dwelling Unit on Shoreline Lots

- One secondary dwelling unit may be permitted in lieu of one sleeping cabin on lots greater than 1.6 hectares. (New Section 6.42 of Zoning By-law)
- Must be connected to an approved independent on-site water and sewage system.
- Must be sited in a location where the secondary dwelling unit can be severed from the lot.
- Secondary dwelling units not permitted within the principal dwelling on shoreline lots.

Summary

- Proposed Official Plan Amendment and Zoning By-law Amendment to permit secondary dwelling units.
- Secondary dwelling units to be permitted within the Village of Temagami and on non-shoreline lots within a principal dwelling and within an accessory building.
- Secondary dwelling units to be permitted on shoreline lots on properties greater than 1.6 hectares. (Maintains existing permissions where a sleep cabin could contain and kitchen and a washroom).
- Secondary dwelling units must be constructed in accordance with the Ontario Building Code.