

**Region of Queens Municipality Planning Advisory Committee
Monday April 3, 2023 6:00 p.m.**

Agenda

1.0 Call to Order

2.0 Approval of Agenda

3.0 Approval of Minutes – March 13, 2023

4.0 Short Term Rentals

5.0 Committee Review of New Planning Documents

6.0 Other

7.0 Adjournment

**Planning Advisory Committee
March 13, 2023 - 6:00 p.m.**

Minutes

Present: Councillor Maddie Charlton, Chair
Councillor David Brown
Councillor Carl Hawkes
Gary Clark
Zenia Horton
Mary White
Pamela Brennan
Mike MacLeod, Planner
Wendy Connors, Development Officer

Regrets: Jonathan Bower
Linda Rafuse
Deanna Armstrong

1. Call to Order -

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda –

It was MOVED by **Pamela Brennan** and SECONDED by **David Brown** that the Agenda be approved as circulated.

Motion Carried Unanimously.

3. Approval of Minutes – February 15, 2023

It was MOVED by **Carl Hawkes** and SECONDED by **Mary White** that the Minutes of February 15, 2023 be approved as circulated.

Motion Carried Unanimously.

4. Development Agreement – Beach Meadows Beach Road, Beach Meadows - Update

Mike MacLeod advised that Council approved moving forward with the public hearing and that has been scheduled for an evening meeting on March 28th, 2023 at 6:00 p.m. There have been some inquiries, from the public about this proposal, and should bring people out to the public hearing.

After question from David Brown, Mike MacLeod said every property owner within 200 Feet of the subject property, which results in about 12 or 13 property owners personally being notified.

5. Committee Review of New Planning Documents

Mike MacLeod went over some background information and how we got to where we are today with our current Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB).

Prior to 2009, the communities of Liverpool, Milton and Brooklyn each had a separate MPS and LUB. The three documents were very inconsistent with each other. In 2003, Council initiated the process to create a regional plan for Queens County. There was considerable public engagement with Area Advisory Committee's, the Planning Advisory Committee and Council. Documents were formally approved in 2009. In 2017, a formal review was initiated with the documents being adopted in July of 2022 and brings us to today.

The Municipal Government Act (MGA) establishes Council's responsibility to adopt planning documents. Concerning the content of the MPS and LUB, there is some mandatory and some discretionary. It sets out the process for amending the documents, Development Agreements and variances. In addition, the MGA sets out the requirement for a periodic review. The former MPS set out that a review take place eight years after the document was adopted. The current document sets out a timeline of two years for 'housekeeping', five years for an interim review and 10 years for a comprehensive review.

There was some discussion around hamlets, as they are a new inclusion to our planning documents. Mike asked the committee what they would like to discuss from the Municipal Planning Strategy and Land Use Bylaw.

6. Other

The next meeting is tentatively scheduled for Monday, April 3rd, 2023 at 6:00 p.m.

7. Adjournment

There being no further business, the meeting was adjourned at 7:34 p.m.

Date

4.7.8 Signage

Signage is important for identifying points-of-interest, and is particularly important to businesses owners hoping to draw customers.

However, unrestricted signage development can lead to over-competition for the viewer's attention and actually reduce the effectiveness of signs. Additionally, an overabundance of signage can have a negative effect on the aesthetics of communities.

Council recognizes that the permitting process for signage can be a burden on businesses, and also that the potential impacts of signage are likely to be greatest in areas with higher levels of business activities, such as the urban serviced areas and hamlets. As a result, Council intends to limit the majority of signage regulations to these areas.

Policy 4-58: Council shall, through the Land Use Bylaw, establish signage regulations to promote safe and well-maintained signs in all zones.

Policy 4-59: Council shall, through the Land Use Bylaw, establish detailed regulations for the size, number, and types of signs in the urban serviced areas and hamlets.

4.7.9 Accommodations

Accommodations for the travelling public are important for supporting the local economy, whether through tourism or visitors on business travel. Queens features larger hotels within the Liverpool area and a diverse mix of rental cottages, B&Bs, inns, motels, and resorts throughout the rest of the municipality. Council will continue to support such uses in appropriate locations.

One of the recent shifts in the accommodations industry is the rise of short-term rentals (homes or rooms within a home rented out for fewer than 30 days at a time). While private cottage rentals and the like have always been a part of the Queens accommodations landscape, the popularity of online listing platforms has led to a steep increase in the number of short-term rentals.

These accommodations allow homeowners to gain an additional source of income and also help create accommodations options in smaller communities that might not have the volume of business to support traditional accommodations options. However, there is a risk that the income potential of short-term rentals takes housing out of the long-term rental market, and the mixing of accommodations with residential neighbourhoods can cause concerns about community character. Council intends to permit short-term rentals to a limited degree.

Policy 4-60: Council shall, through the Land Use Bylaw, permit bed and breakfast operations in any zone that permits residential uses.

Policy 4-61: Council may, through each zone of the Land Use Bylaw, establish thresholds for bed and breakfast size by which approval will only be considered by development agreement, subject to the policies of Section 6.4.

Policy 4-62: Council shall, through the Land Use Bylaw, permit accommodations in zones that permit commercial uses as a primary intent of the zone.

Policy 4-63: Council may, through the Land Use Bylaw, permit short-term rentals with controls to limit their scope and impact on housing supply and neighbourhood character.

4.7.10 Highway Commercial Development

Highway interchanges provide easy access to regional transportation networks, and the lands adjacent to them are highly visible and accessible to travelers. This makes them attractive locations for commercial businesses and for uses that benefit from easy access to the highway. However, there are a limited number of accesses to the 103 in Queens, and Council believes they should be prioritized for businesses that serve the traveling public, or uses that depend on quick travel times, such as emergency services.

Policy 4-64: Council shall establish the Highway Commercial Zone in the Land Use Bylaw. This zone shall be intended to permit at highway interchanges a limited range of uses that serve the travelling public or depend on fast highway access for effective operation.

7.14 Short-term Rentals

- 7.14.1 Only one short-term rental shall be permitted on a lot.
- 7.14.2 Short-term rentals shall be permitted within an accessory dwelling.

7.15 Solar Collector Systems - Accessory

- 7.15.1 Solar collector systems shall be permitted as an accessory use in all zones.
- 7.15.2 Accessory solar collector systems may be mounted as free-standing structures or on buildings.
- 7.15.3 Accessory solar collector systems mounted on buildings may exceed the maximum building height in the zone by up to 2 metres.

7.16 Telecommunications Towers

- 7.16.1 Telecommunications towers are subject to federal approvals processes and are exempt from municipal planning regulations. As enabled by Industry Canada regulations, the Municipality has adopted a consultation process for telecommunications towers. Please see Subsection 4.4.6 of the Municipal Planning Strategy.

7.17 Trails and Conservation Uses

- 7.17.1 Notwithstanding zone requirements, trails and conservation uses shall have no minimum lot size and no minimum lot frontage.
- 7.17.2 Notwithstanding zone requirements, trails and conservation structures shall have a maximum height of 10 metres and shall have a minimum setback of 3 metres from lot lines. Where a trails and conservation use is located across multiple lots no setback shall be required from lot lines internal to the trails and conservation use.

7.18 Wind Turbine Generators - Domestic

- 7.18.1 Notwithstanding zone requirements, wind turbine generators less than 6.1 metres in height shall be permitted as accessory structures in any zone and may be mounted or attached to any other building or structure.

SETBACK means the horizontal distance between the specified lot line and the nearest main wall of any building or structure and extending the full width or length of the lot.

SETBACK, FLANKAGE means the horizontal distance measured from the flankage lot line and the nearest main wall of any building or structure on the lot.

SETBACK, FRONT means the horizontal distance extending the full lot width, between the front lot line and the nearest main wall of any building or structure on the lot.

SETBACK, REAR means the horizontal distance extending across the full lot width, between the rear lot line and the nearest wall of any main building or structure on the lot.

SETBACK, SIDE means the horizontal distance between the front setback and rear setback, and between the side lot line and the nearest wall of any main structure on the lot.

SHIPPING CONTAINER means an article of transportation equipment, including one that is carried on a chassis, that is strong enough to be suitable for repeated use and is designed to facilitate the transportation of goods by one or more means of transportation and includes, but is not limited to, intermodal freight containers (sea containers) and the body of transport trailers or straight truck boxes, but does not include a motor vehicle.

SHORT-TERM RENTAL means a fixed-roof overnight accommodation where guest sleeping facilities are contained within one building on a lot and where the facilities on the lot are only rented to one party at a time.

FIXED-ROOF OVERNIGHT ACCOMODATION means a building, buildings on the same lot, or part thereof used to accommodate the travelling public for gain or profit by supplying them with overnight sleeping accommodation with or without meals, with or without on-site administration, and with or without private cooking facilities, and may include, but is not limited to, hotels, motels, hostels, cottage or cabin rentals, and short-term house or apartment rentals.

FOOTPRINT means the total ground floor area of a building enclosed within the exterior faces of the exterior walls, and for the purpose of this definition the walls forming a courtyard shall be deemed to be exterior walls

FORESTRY USES means commercial silviculture and the production of timber or pulp and uses associated with the forestry industry, including saw mills, maple sugaring operations, Christmas tree u-picks, shingle mills, forestry vehicle and equipment storage, maintenance buildings and yards, and wholesale outlets for wood and wood products.

FUNERAL HOME means a building used for the preparation, temporary display, and/or funeral ceremony of deceased persons or domestic pets and may include a crematorium.

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GARDEN CENTRE means a building or structure and lands associated therewith, for the growing of flowers, fruits, vegetables, plants, shrubs, trees or similar vegetation together with gardening tools and implements and that are sold at retail from such buildings or lot to the general public.

GRADE means:

- (a) when used in reference to a building, the average elevation of the finished surface of the ground where it meets the exterior of the front of such building, exclusive of any artificial embankment or entrenchment; or
- (b) when used in reference to a structure that is not a building, the average elevation of the fished grade of the ground immediately surrounding such structures, exclusive of any artificial embankments or entrenchment.

GROSS FLOOR AREA (“GFA”) means the sum of the floor areas of a building above and below grade, measured between the exterior faces of the exterior walls of the building at each floor level, and for the purpose of this definition the walls forming a courtyard shall be deemed to be exterior walls.

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(e) “short-term rental” means the provision of roofed accommodations to a single party or group, for payment or compensation, for a period of 28 days or less. 2019, c. 9, s. 2; 2022, c. 29, s. 1.

Host and platform operator must register

3 (1) No person shall carry on the business of a host without first registering under this Act in the manner set out in the regulations.

(2) *repealed 2022, c. 29, s. 2.*

(3) No person shall carry on the business of a platform operator without first registering under this Act in the manner set out in the regulations. 2019, c. 9, s. 3; 2022, c. 29, s. 2.

Platform operator must maintain records

4 (1) Every platform operator listing, advertising or facilitating the listing or advertising of short-term rentals of roof accommodations in the Province shall keep a record of each concluded transaction in relation to such short-term rentals listed or advertised on its platform for seven years following the last day of the rental period.

(2) Records required to be retained under subsection (1) must include

(a) the name, address and registration number, if applicable, of the host;

(b) the number of nights the roofed accommodations were rented;

(c) the nightly and total price charged for the rental; and

(d) any other information required by the regulations. 2019, c. 9, s. 4.

Offence

5 A person who contravenes this Act is guilty of an offence and liable on summary conviction to a fine of not more than \$1,000 and such additional penalty as may be prescribed by the regulations. 2019, c. 9, s. 5.

Regulations

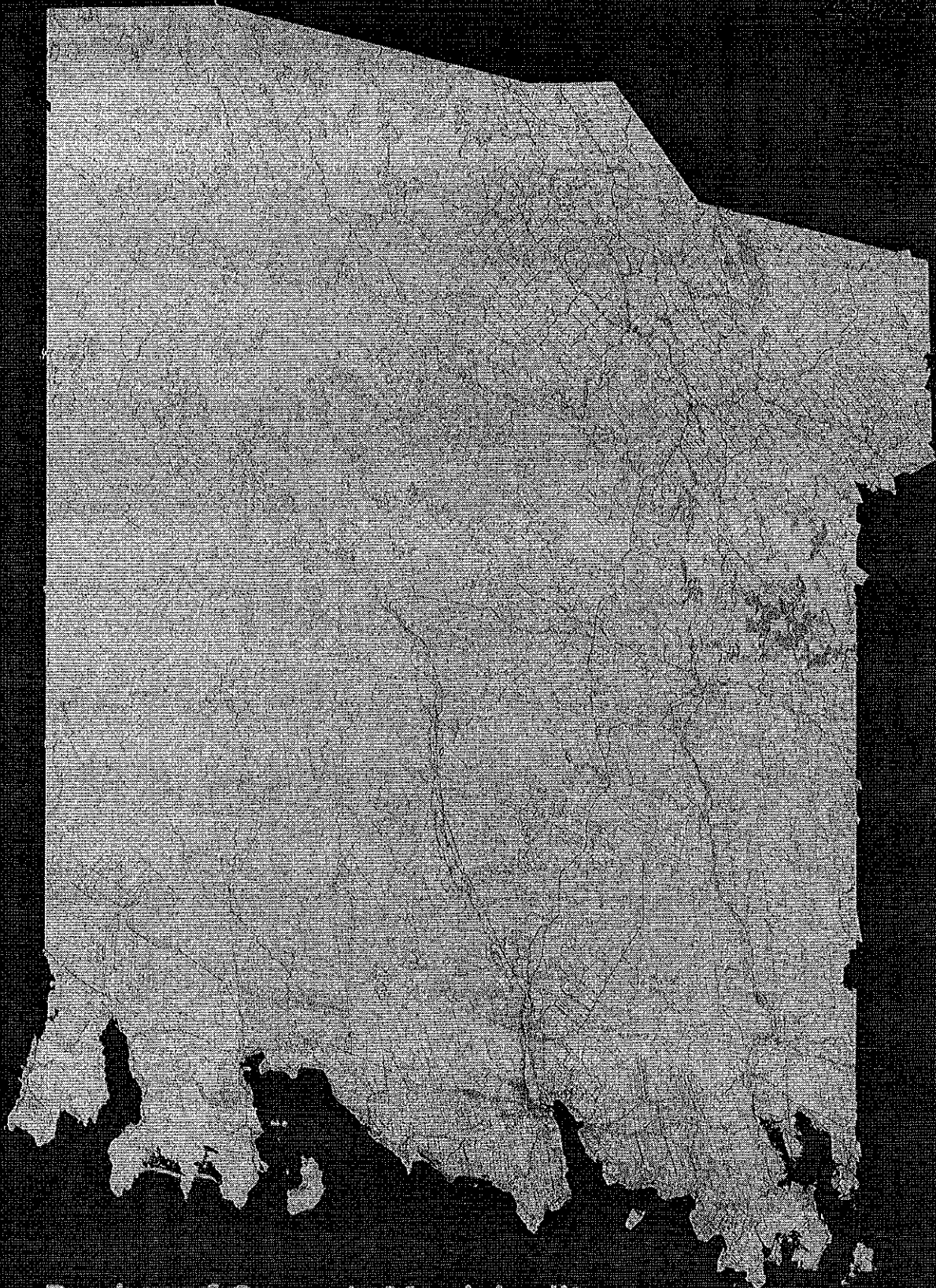
6 (1) The Governor in Council may make regulations

(a) designating a building or part of a building as a roofed accommodation;

(b) establishing a requirement to register under this Act, including defining any classes of persons required to register, terms of eligibility and any terms and conditions to be applied to applicants or registrants;

(ba) requiring compliance with applicable land-use by-laws as a condition of obtaining or maintaining registration under this Act;

(c) respecting applications for registrations of roofed accommodations, hosts and platform operators;



Region of Queen's Municipality
Municipal Planning Strategy

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