

**Rural Municipality of North Shore
Progress Report on the Official Plan and Bylaw Review**

The Special Committee for the Official Plan and Bylaw Review met via conference call April 8. Due to current circumstances due to COVID-19, the committee has decided to hold bi-weekly conference calls, in contrast to the monthly longer in-person meetings we had previously been doing. The goal is to continue progress on the project until such time as an in-person and public meeting can be scheduled again.

The meeting included a discussion on the revisions proposed for the Official Plan and the first few sections of the new Bylaw. This report serves as a summary of the meeting discussion and a progress report for Council on the status of the project.

Official Plan

Revisions to the draft Official Plan included grammar corrections, changes to wording for improved clarification, as well as changes that resulted from the public feedback received at the public meeting held on February 13 and from written comments that have been submitted to the municipality.

Some of the more notable changes to proposed objectives, policies and plan actions include the following:

- Removed the objective on limiting new non-resource commercial and industrial land uses, and added an objective to support local commercial services for residents suitable in a rural municipality. (See 7.1 and 7.2.5)
- Propose the development of a municipal registry of licensed tourism establishments (See 7.2.7)
- A distinction has been made between seasonal commercial land uses and tourism establishments (accommodations). Existing commercial businesses and tourism establishments will be permitted to continue to operate and supported. The distinction between the two, through the creation of the TE (Tourism Establishment) Zone will protect residential properties adjacent to existing tourism establishment (i.e. cottage rentals) from the tourist establishment changing to any other commercial land use permitted in the Commercial Zone. (See 7.2.6 and 7.2.7)
- Changed the name of the proposed new Transportation Corridor Zone to the Right-of-Way Zone, for clarification that this zone will apply to both private roads and lots used to provide other forms of access, such as a pathway to the waterfront. (See 8.2.3)
- The Parks and Conservation Zone will become two separate Zones, the Parks and Recreation Zone and the Environmental Conservation Zone, to distinguish between open spaces which are maintained and used for recreational purposes (soccer fields)

and open spaces in environmentally sensitive areas which may also be used for passive recreation but for which environmental protection is the priority. (See 10.2.1)

- The addition of a Supporting Local Organizations Policy, to establish an intent to collaborate with local organizations including but not limited to businesses, non-profit organizations, environmental groups, recreational clubs, and home own associations. Plan actions describe the ways in which Council can support local organizations and their roles within the municipality. (See 11.2.5)

With regards to actions to support local organizations, some of the ideas discussed that do not require waiting for the Official Plan to be adopted, include:

- Create a mailing list (mail or email) and when public notices are sent out local organizations that opt in for this information can also be on the notification list. This would include notifications on rezoning/bylaw amendment applications, and could also include a monthly list of recently approved permits - all of which is public information.
- Sending an invitation to organizations to suggest they send the municipality posts for social media and for the newsletter which is sent by email to residents.
- Create a list of local organizations on your website with their contact information – as you already have a business directory, other organizations could be added to the same page, such as homeowner associations. A contact list for these organizations would be useful for example, if a development permit applicant does not know if they are part of a homeowner association and if they have covenants that apply to their property then you can direct them to the site to contact the association to confirm.

Following the committee meeting, final revisions were prepared and Draft 2 of the Official Plan was submitted. It can now be made available on the municipal website for further public review, while the new Bylaw is being prepared. Please note that the revised Future Land Use map is still being prepared.

Land Use Bylaw

The front end section of the new Bylaw has been drafted for review with the Special Committee, specific topics discussed include the role of the Development Officer and Special Permit Uses.

The intent of the proposed sections is to ensure that Bylaw application processes are fair and transparent. The Development Officer will have the authority to administer the Bylaw – note that this is not a decision making role, but rather one that requires a thorough understanding of the regulations within the Bylaw that Council has adopted. The responsibility of Planning Board and Council is to represent the public. The planning board makes recommendations to Council and Council will make planning-related decisions when an application requires a variance or change to the Official Plan policies and/or Bylaw regulations (i.e. rezoning applications).

Work Plan and Schedule

The Special Committee will be meeting again on April 21, 2020 to discuss the administration and application requirements section of the Bylaw.

If you have any further questions about this report or the progress of the project, please do not hesitate to contact me at hparnham@outlook.com

Best regards,

A handwritten signature in blue ink, appearing to be 'H. Parnham', with a long horizontal flourish extending to the right.

Hope Parnham