



**Municipality of Port Hope
Notice of Complete Application and Public Meeting
Concerning a Proposed Draft Plan of Condominium (CE01-2021)**

TAKE NOTICE that the Council of the Corporation of the Municipality of Port Hope hereby considers Draft Plan of Condominium Application (CE01-2021) submitted by Clark Consulting Services on behalf of the Cloverlark Enterprises to be a **Complete Application**. Furthermore, the Council of the Corporation of the Municipality of Port Hope will hold a **Public Meeting on Wednesday, January 19th, 2022 at 6:30 p.m.** via ZOOM to consider the proposed application.

The subject lands, municipally known as 5373 Lakeshore Road, are located south of Lakeshore Street and west of Baulch Road, in the Rural Area of the Municipality of Port Hope (see Figure 1: **Subject Lands Map**). The subject lands are currently designated “Prime Agricultural” and “Natural Environment” with ‘Floodplain’ by the Municipality of Port Hope Official Plan and zoned as Agricultural ‘A’ Zone with the Environmental Protection – Floodplain ‘EP-F’ Overlay Zone by Zoning By-Law 20/2010, as amended.

The purpose of the application is to facilitate the creation of a shared 10-meterwide access road (i.e. a common element condominium) which is proposed to run south from Lakeshore Road through land owned by the applicant to provide access to service three additional Parcels of Tied Lands (POTLs) located south of the unopened municipal road allowance. Cloverlark Enterprises Inc. is the applicant, applying on behalf of the total of four POTLs which will make up the condominium corporation (see **Figure 2: Draft Condo Plan**).

OTHER APPLICATIONS:

The applicant has concurrently submitted a Zoning By-law amendment application (File No. ZB03-2021)

PUBLIC MEETING: A public meeting will be held virtually on **Wednesday, January 19th, 2022 at 6:30pm** via ZOOM to consider the proposed applications. To participate in the public meeting through ZOOM or via telephone, please register by emailing planning@porthope.ca or call 905-885-2431. Please register by 4:30pm, Monday, January 17, 2022.

Additional information and material about the proposal is available to the public via the municipal website (<https://www.porthope.ca/en/business-and-development/current-planning-applications>), e-mail or by phone, 8:30 am and 4:30 pm, Monday to Friday. For more information about this matter, including information about appeal rights, contact Theodhora Merepeza, Manager, Planning 905-885-2431 ext. 2507 or by email planning@porthope.ca

ANY PERSON may attend the Public Meeting and/or make written or verbal representation either in support of, or in opposition to the proposed Zoning By-law amendment. Should you be unable to attend the Public Meeting, your written submission will be received at the address given below up until the time of the Public Meeting. Additional information and *instructions* on how to participate in the public meeting are provided on the *attached sheet*.

If you wish to be notified of the decision of the Municipality of Port Hope on the proposed Draft Plan of Condominium, you must make a written request to the Municipality of Port Hope at the address of 56 Queen Street, Port Hope, ON L1A 3Z9.

If a person or public body would otherwise have an ability to appeal the decision of the Municipality of Port Hope to the Ontario Land Tribunal but the person or public body does not make oral submissions at the public meeting or make written submissions to the Municipality of Port Hope before the approval authority gives or refuses to give approval to the Draft Plan of Condominium, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at the public meeting, or make written submissions to the Municipality of Port Hope before the approval authority gives or refuses to give approval to the Draft Plan of Condominium, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

DATED AT THE MUNICIPALITY OF PORT HOPE THIS 6th day of December 2021.

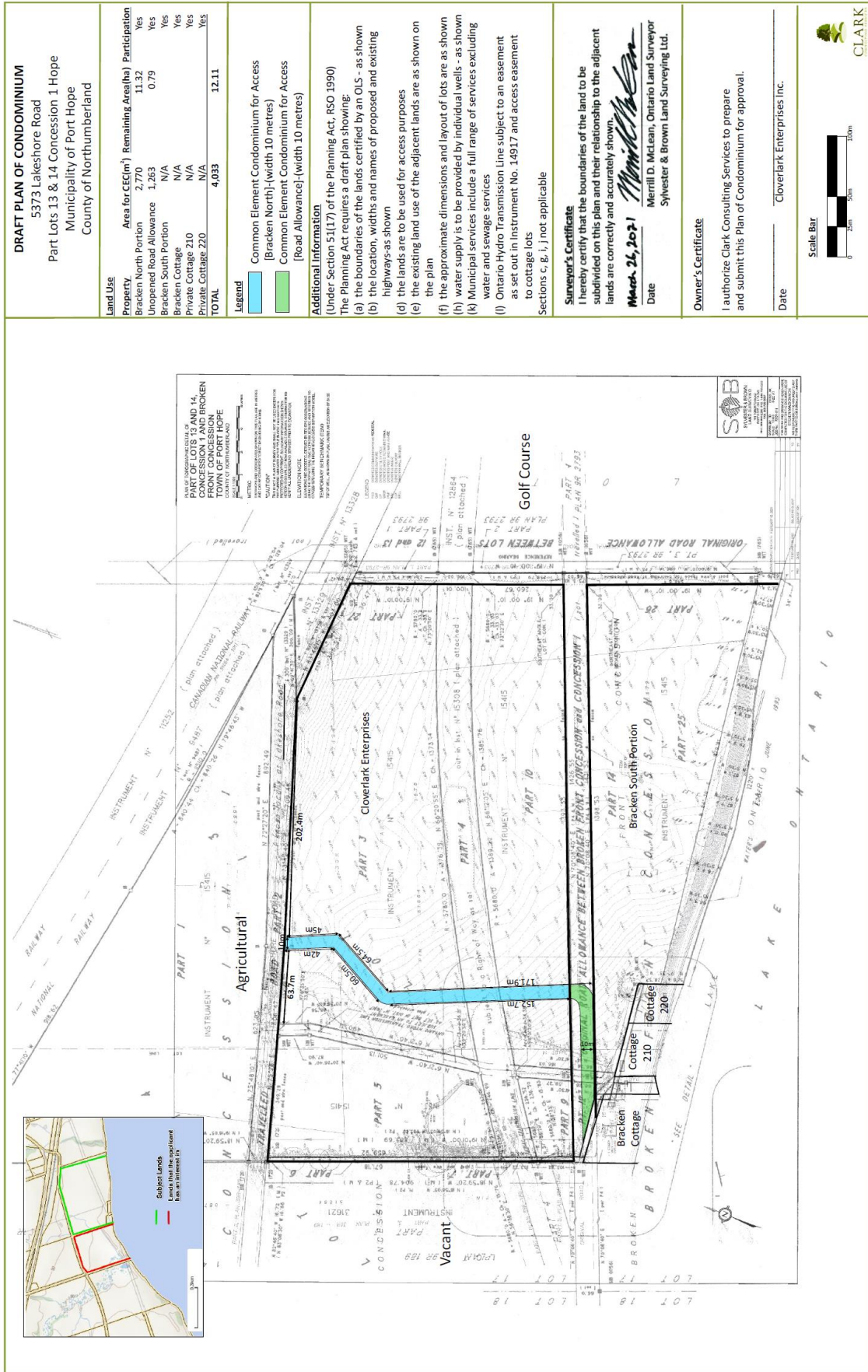
Theodhora Merepeza, M.C.P., MCIP, RPP
Manager, Planning
Email: tmerepeza@porthope.ca
Tel: 905-885-2431 ext. 2507
Toll Free: 1-855-238-0948

Sagar Babbar, MA
Planner
Email: sbabbar@porthope.ca
Tel: 905-885-243, ext. 2506
Toll Free: 1 855 238 0948

Figure 1: Subject Lands Map



Figure 2: Draft Plan of Condominium



How to participate in a meeting:

Instructions on how to participate in the meeting will be available once the agenda for the meeting is published. If you register in advance to attend the meeting, you will be emailed this information.

How to watch a meeting:

The public meeting will be streamed live, via ZOOM. The link to the ZOOM meeting will be available once the agenda for the meeting is published. If you register in advance to attend the meeting, you will be emailed this information.

Written comments (via email or in writing) before a meeting

Residents are encouraged to make written comments or submissions before the public meeting by emailing: planning@porthope.ca or in writing and dropped off in the drop box at: The Development Team Office, 5 Mill Street South, Port Hope, ON ATTN: Planning Division.

Computer/smartphone/tablet

Members of the public will also be able to participate in public meetings through ZOOM. Interested residents can register by emailing planning@porthope.ca with their name, phone number, and the agenda item(s) they wish to speak to, or by calling 905-885-2431 and leaving a message with their name, phone number, and the agenda item(s) they wish to speak to. Those who have registered will be provided with the ZOOM meeting information prior to the meeting date. Registration will close at 4:30 p.m. Monday, January 20, 2022.

Telephone

To participate in a meeting via telephone, members of the public must register by calling 905-885-2431 and leave a message with their name, phone number and the agenda item(s) they wish to speak to. Municipal staff will then contact the member of the public to confirm their participation and provide meeting details. Registration will close at 4:30 p.m. Monday, January 20, 2022.

How to ask a question during the meeting:

Registered members of the public will be able to provide comments and ask questions during public meetings in the same manner as in-person public meetings. The Chair of the meeting will open the floor to public comments – any member of the public participating through ZOOM that wishes to speak will need to click the 'Raise Hand' button to request to speak. The raise hand button is on the right hand side of the ZOOM meeting screen under the 'Participants' tab. Any member of the public participating by telephone will be given an opportunity to provide comments and ask questions.

No Council decision at Public Meeting:

At the Public Meeting, staff will present a report that will provide an overview of the planning applications, associated reports, planning legislation and comments received to date. No formal recommendations are provided in the staff report and no Council decision is rendered. The public can provide input to the Municipality's Council and staff at any point prior to Council's decision.

A Planning Recommendation report will be prepared after the statutory Public Meeting and will be presented to a future Committee of the Whole meeting, prior to Council rendering a decision.

Any person may attend this meeting and/or make written or verbal representation either in support of or in opposition to this application using the methods explained above or you may be represented by counsel for that purpose. If you wish to be notified of the decision of the Municipality of Port Hope Council in respect of the subject application, or a related Ontario Land Tribunal hearing you must make a **written** request to the Municipality of Port Hope.

Personal Information submitted through the community consultation process is collected under the authority of the Freedom of Information and Protection of Privacy Act for the purpose of inviting comments relevant to the public meeting matters in the Municipality of Port Hope. Consistent with the Act, names and addresses will become part of the public record and shall be publicly available and may be posted to the municipal web page. Personal information such as phone numbers and email addresses shall be severed. Questions about this collection should be directed to: F.O.I. Coordinator, 905.885.4544.