



Municipality of Port Hope
56 Queen Street
Port Hope, ON
L1A 3Z9

MEMO TO: Council

FROM: Vanessa Wismer, Planner

SUBJECT: Complete Application and Public Meeting
Zoning By-law Application (ZB05-2022)
Part of 4839 County Road 2

DATE: November 8, 2022

PURPOSE:

A complete Zoning By-law Amendment Application has been received from Michael and Amanda Stewart. Due to the current Council meeting schedule, this notice is being provided electronically to the applicant, and will be posted on the current Planning Application page of the municipal website. Notice will also be sent through Municipal communications channels and in accordance with the notification requirements of the *Planning Act*.

HIGHLIGHTS:

- The Municipality of Port Hope has received a Zoning By-law Amendment application for a portion of the lands municipally known as 4839 County Road 2.
- The purpose of the Zoning By-law Amendment application is to rezone the subject lands from Development 'D' to Hamlet Residential One 'RESV1' Zone to accommodate future residential development.
- Staff considers the application to be a complete application under Section 34(10.4) of the Planning Act.
- The Public Meeting is scheduled for December 13, 2022.

BACKGROUND:

A complete Zoning By-law Amendment Application has been received from Michael and Amanda Stewart for lands located on the west side of County Road 2 and east of Guideboard Road within the Hamlet of Welcome in the Municipality of Port Hope (Figure 1: **Subject Lands Map**).

Provisional consents were granted by the Committee of Adjustment (COA) in September 2022 for creation of two residential lots (File Nos B05-2022 and B06-2022) in the Hamlet

of Welcome. A condition of the COA approval was to rezone the subject land to Hamlet Residential One.

The subject lands, currently vacant and used for agricultural purposes, have a total lot area of 0.61 ha (1.51 ac), each lot being 0.28 ha (0.70 ac) and 0.32 ha (0.80 ac) respectively.

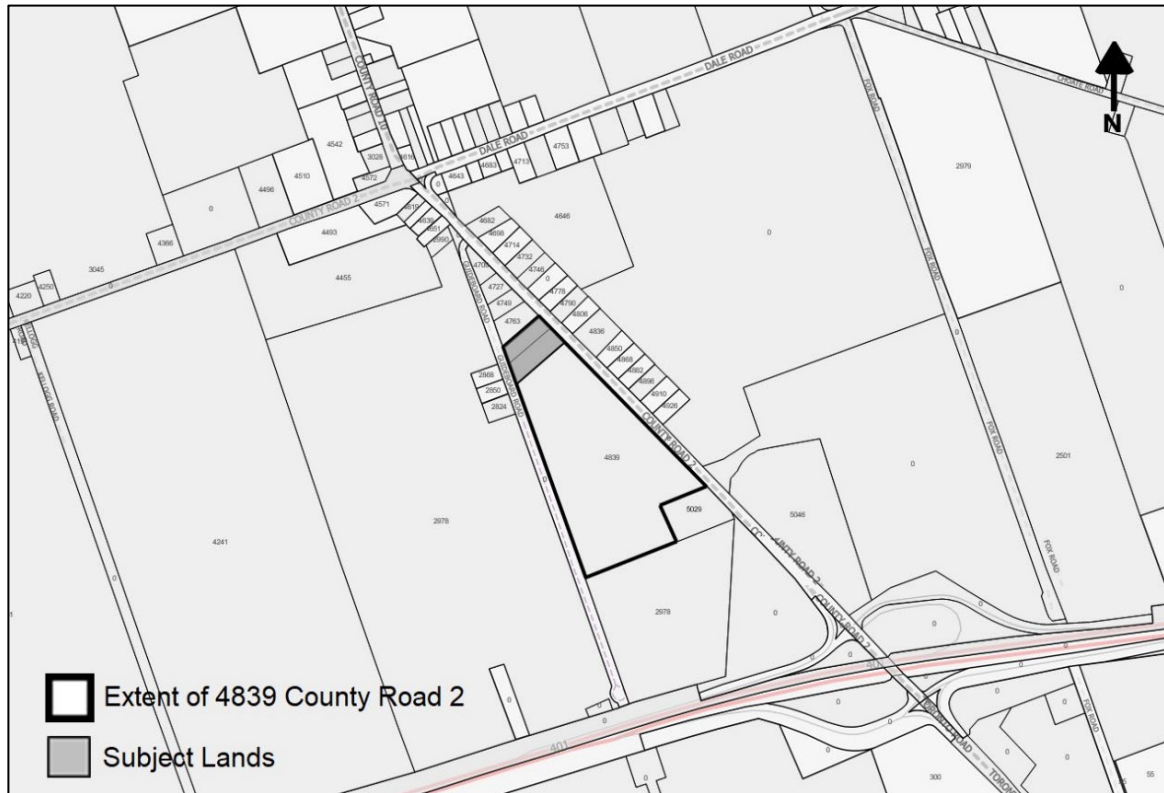


Figure 1: Subject Lands Map

DISCUSSION:

The subject lands are currently designated as 'Hamlet' in the Municipality of Port Hope Official Plan and are zoned Development 'D' by the Comprehensive Municipal Zoning By-law 20/2010, as amended.

The 'subject lands' represent the northern portion of 4839 County Road 2 and encompass two lots proposed by the consent applications. The purpose of the proposed Zoning By-law Amendment is to rezone the subject lands from Development 'D' to Hamlet Residential One 'RESV1' to accommodate future residential development on each lot. The remainder of the property will remain in Development zone and is not subject to the rezoning application.

Pursuant to the *Planning Act*, staff will notify the prescribed individuals and agencies regarding the receipt of the complete application.

Public Consultation

Once the application is considered complete, then the technical review from the applicable departments and agencies begins as well as commencement of the Public consultation/engagement process.

In accordance with the *Planning Act*, a combined Notice of Complete Application and Public Meeting will be mailed to all assessed persons within 120 metres of the subject lands. The notice of complete application will be published in local newspaper (Northumberland News) on November 17, 2022 and posted on the municipal website. All the comments received from local residents concerning the subject application will be made public and attached to future Staff reports.

Additionally, signs will be posted at the site of the proposed Zoning By-law Amendment on Guideboard Road and County Road 2. This application will be listed under the “Current Planning Applications” webpage.

As part of the application process, Council must convene a formal “statutory” Public Meeting pursuant to the *Planning Act*. The Public Meeting is scheduled on December 13, 2022. At the Public Meeting, staff will present a report that will provide an overview of the rezoning application, associated reports, planning legislation and comments received to date. No formal recommendations are provided in the staff report and no Council decision is rendered at the Public Meeting. 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 Committee of the Whole meeting, prior to Council rendering a decision.

RESOURCE IMPLICATIONS:

There are no anticipated negative financial implications imposed on the Municipality as a result of this rezoning application. The applicant has submitted the required fees.

CONCLUSION:

1. Staff considers the application for a Zoning By-law Amendment (ZB05-2022) for a portion of the lands municipally known as 4839 County Road 2 to be a *complete application* under Section 34 (10.4) of the *Planning Act*.
2. A Public Meeting to consider the application is scheduled for December 13, 2022 as per requirements of the *Planning Act*.

Combined Notice of the Complete Application and Public Meeting will be in accordance with the provisions of Section 34 of the *Planning Act*.