

PART G - IMPLEMENTATION

29. POLICY EXCEPTIONS

- 29.1.1.** The following policies of the Victoria County Official Plan remain in effect as exceptions to this Plan: 6.3.11, 6.4.13, 6.4.14-6.4.20, 6.5.8, 6.7.7.7 g) a., 6.7.7.7.1, 6.7.8.2 – 6.7.8.12, 6.10.8 – 6.10.14, 6.11.7 – 6.11.11, 6.16.2 – 6.10.4, 6.18.9, 8.3.2.29. The following policies of the Township of Ops Official Plan remain in effect as exceptions to this Plan: 7.1.5, 7.1.6, 7.1.7, 7.2.5 – 7.2.7, 7.13.17, 7.6.5, 7.7.12, 7.7.15, 7.7.15.1, 7.8.10, 7.9.4 – 7.9.6, 7.10.5.
- 29.1.2.** Notwithstanding any other provisions of this Plan to the contrary, the lands designated Rural in part of Lot 5, Concession 4, of the Geographic Township of Verulam, specifically the 20-acre parcel formally zoned C3-3 in the Township of Verulam By-law 6-97 as amended, operating as the Heron's Landing, may be developed and used as a mobile home park with a maximum of 62 lease sites for year-round access and occupation. This policy also recognizes that the Heron's Landing units that are existing as of the date of approval of this Official Plan shall also be subject to this special policy.

30. DIVISION OF LAND AND BUILDINGS

30.1. SUBDIVISIONS

- 30.1.1.** In evaluating Plans of Subdivision, the Council will consider all information as specified in the Planning Act and may require additional information deemed appropriate. Council will only recommend for approval those Plans of Subdivision that conform to the policies and land use designations in this Plan.

30.2. CONDOMINIUMS

- 30.2.1.** Only those development proposals submitted under the Condominium Act in conformity with the General Policies and Land Use Designations of this Plan shall be recommended for approval.
Council may require any information deemed necessary to evaluate such development proposals.
Council will only approve an exception for a Condominium when it is located on a lot or lots within a plan of subdivision and shall be serviced by communal piped water and sanitary sewage systems at a standard acceptable to the City.
Any condominium development will require the signing of a development agreement to ensure adequate service levels.
- 30.2.2.** The conversion of rental accommodations to condominium tenure may be permitted provided:

- the conversion will not reduce the vacancy rate below 3% within the urban centre; and
- there will be no net loss of *affordable* residential units.

30.3. CONSENTS

- 30.3.1.** Consents will only be considered when it is clearly not necessary that a Plan of Subdivision be registered. Only those applications for Consent that conform to the policies within this Plan shall be considered for approval.
- 30.3.2.** In addition to specific policies with respect to the creation of lots within a land use designation, the following policies shall also apply:
- 30.3.3.** Consents may be considered only when the land fronts on an assumed public road that reflects a reasonable standard of pavement or gravel construction, and is maintained year-round by the City or Province. Notwithstanding, a Consent may be considered in the Waterfront Designation where the parcel abuts an unassumed municipal road or private road if it qualifies under the definition of *infilling*.
- 30.3.4.** Consents should not be granted where access may create a traffic hazard because of limited sight lines on curves or grades.
- 30.3.5.** The size of any parcel of land created by Consent should be appropriate for the proposed uses and the services available.
- 30.3.6.** Consents may be considered only when it has been established by that soil and drainage conditions are suitable to permit the proper siting of buildings, to obtain sufficient potable water and to permit the installation of an adequate means of sewage disposal, for both the severed and retained parcels, which meet Provincial effluent discharge standards.
- 30.3.7.** Consents which have the effect of changing boundary lines or which do not create additional or buildable lots should be evaluated on their own merits. Consents that propose an addition to a lot, created by a previous consent, may be subject to conditions deemed necessary to ensure the merging in title of the two parcels. This may include conveyances to alter the lot description, stipulating the consent and agreements registered against title of both the severed and benefiting parcels.
- 30.3.8.** Consents should not be considered within a draft plan of subdivision to create new lots that would be created if the plan was registered.
- 30.3.9.** Consents will not be granted where the proposed use would conflict with the Minimum Distance Separation Formulae.
- 30.3.10.** Consents should be discouraged which result in the necessity to use mutual driveways. In some instances, the use of a mutual driveway may be considered

where necessary for safe entrance to a road. In such cases, the approval of the City or MTO will be required. It is recommended that there be appropriate easements be established in favour of each parcel utilizing the entrance.

30.3.11. Where there is any question in the information contained in a severance application, the Committee of Adjustment may require that the applicant provide clarification through professional sources prior to any decision.

30.3.12. When an application for Consent is submitted to create new lots, only one parcel of land shall be retained. The checker boarding of an application or applications is not permissible.

For determining consent potential a land holding, which was held in one ownership on March 8, 1978, shall be considered one land holding notwithstanding that it may be divided by: a private right-of-way; a railway line or abandoned railway line; an easement; a utility corridor; or a watercourse. A watercourse shall include any body of water the bed of which was not vested in the Crown or which had not been declared navigable by a Court of competent jurisdiction on or before March 8, 1978.

In the Urban and Hamlet Designations, consideration may be given to the granting of as many as six consents, including the remnant parcel, to create new lots provided it can be demonstrated that the location of the severed lot(s) will not inhibit logical growth.

Prior to granting of the severances, the municipality may require that agreements be drawn up to cover such matters as the upgrading of roads, servicing and other matters normally covered in subdivision agreements.

31. DEVELOPMENT CONTROL

31.1. EXISTING USES

Nothing in this Plan or the implementing Zoning By-law prevent the use of any land, building or structure for a purpose prohibited by the is Plan, if the land, building or structure was lawfully used for that purpose on the date this Plan was adopted by Council. The City may recognize the existing use of land in an implementing zoning by-law.

Nothing in this Plan applies to prevent the reconstruction of any building or structure that lawfully existed in the date this Plan was adopted, that is damaged or destroyed by causes beyond the owner's control provided the ground floor area of the reconstructed building or structure is within the outside limits f the building or structure that existed on the date this Plan was adopted.

Nothing in this Plan applies to prevent the conversion of a legally existing use to a similar use. An amendment to the implementing Zoning By-law to permit any other use not identified will be required and will only be approved if it can be demonstrated that the conversion will bring the use into closer conformity with the requirements and

policies of the Official Plan. Council may also decide that it is appropriate to recognize non-conforming uses and permit the extension or enlargement to avoid unnecessary hardship. Such extensions or enlargements may be dealt with by a site-specific zoning by-law amendment or an approval by the Committee of Adjustment. In considering applications for enlargements or extensions, such matters as the possible acquisition of the land by the municipality, the possibility of relocating the non-conforming use, improvements to make the use more compatible with surrounding uses, and where applicable the feasibility of extending municipal services should all be evaluated.

31.2. EXISTING VACANT LOTS

- 31.2.1.** Council may recognize legally conveyable existing vacant lots as developable and zone them appropriately in the implementing Zoning By-law. In keeping with the overall Growth Strategy for the City, Council shall endeavour to encourage the development of committed developable lots before further approvals are recommended.

31.3. PUBLIC USES

- 31.3.1.** Within all designations, buildings or structures for *infrastructure* and passive recreation parks shall be permitted. Provisions may be incorporated into the zoning by-law to ensure compatibility with a sensitive use and *natural heritage* areas and features.
Major facilities such as a sewage treatment facility, landfill site, recycling facility, municipal parks and recreational facilities shall be zoned specifically as a permitted use in the zoning by-law.

31.4. PROPERTY STANDARDS

- 31.4.1.** Council will be encouraged to enact by-laws pursuant to the Planning Act setting forth minimum standards for maintenance and occupancy for all buildings and structures. These by-laws should have regard for any or all of the following matters or related items and set appropriate standards or conditions:
- the physical conditions of yards and passageways including the accumulation of debris and rubbish;
 - the adequacy of sanitation including drainage, waste disposal and garbage;
 - the physical condition of accessory buildings; and
 - the physical conditions of dwellings or dwelling units, commercial and industrial buildings.

31.5. ZONING BY-LAW

31.5.1. The City will adopt comprehensive zoning by-laws that will reflect the principles, policies, and land use designations contained in this Plan. Such by-laws shall make provision for adequate development standards. Each by-law should establish specific zones and permitted uses that reflect the policies and designations of this Plan. Within each designation, separate zones may be established to ensure that compatible uses will be appropriately grouped.

Residential lots in the Waterfront Designation that front onto an assumed public road that is maintained year-round by the municipality may be zoned to permit both seasonal and permanent residential uses.

Two residential zones will be used for residential lots within the Waterfront Designation that front onto a limited service road. The first will permit a seasonal occupancy (Limited Service Seasonal), while the other will permit both seasonal and year-round occupancy (Limited Service Residential).

Limited Service Zoning is an attempt to reflect the existing level of municipal services provided to a given area. The basis of the Limited Service Zoning is the existing means of vehicular access. The fact that a lot has access via a limited service road will affect other municipal services such as road maintenance, snow removal, fire protection, garbage collection, school bus service and where applicable, ambulance service, piped municipal water supply and piped municipal sewage disposal. Limited Service Zoning indicates that the normal range of servicing is not provided in an area and that such services are not to be extended beyond current levels.

Where residential lots in the Waterfront Designation front onto a limited service road, they may be zoned Limited Service Seasonal, unless the municipality decides, after due consideration of: the policies of this Plan; the present level of services; and, the potential future demand for services, to zone the area in question as Limited Service Residential.

Residential lots that are initially zoned for Limited Service Seasonal may be rezoned to Limited Service Residential if the municipality is satisfied that the sanitary disposal system is suitable for year-round use.

Residential lots which are initially zoned on a limited service basis may be rezoned to permit both seasonal and permanent residential uses without servicing limitation, when and if the road is assumed and maintained year-round by the municipality.

It is not intended to zone all land at the outset for the uses designated in this Plan. Holding zones may be established in order to achieve orderly development and ensure that policies established in this Plan have been met prior to rezoning. The City may prezone for *infilling* and draft approved Plans of Subdivision. Lands designated for residential purposes will be rezoned from a holding category at an appropriate time after the application for development is made.

31.6. HOLDING SYMBOL IN ZONING BY-LAW

31.6.1. The City when passing a zoning by-law, may, by use of the Holding Symbol "H" together with a specific zone category, specify the use to which land, buildings or

structures in areas so identified may be used until the Holding Symbol is removed by an amending By-law.

The Holding Symbol may be used in a zoning by-law to meet or achieve any of the following objectives:

- to recognize or require the phasing of development;
- to encourage development by recognizing an area suitable for a use permitted within the applicable designation under this Plan, pending the imminent provision and allocation of water, sewage or any municipal service necessary to support development; or
- to recognize a specific development site for a particular use or development pending the completion of related matters deemed necessary by the municipality such as: servicing or development agreements; site plans; grading and drainage plans; mitigation measures for drainage, sedimentation or erosion control; surveys; or any technical study.

The application of the Holding Symbol will be limited to situations where Council is satisfied that the details of the development are not so uncertain or complex that they pose an insurmountable obstacle for the proponent or the municipality to overcome.

In the case of servicing, the Holding Symbol should not be applied where servicing capacity does not exist or the potential for future capacity has not been approved by the City.

Prior to passing a by-law to remove a Holding Symbol, the City shall ensure that:

- the development is consistent with the orderly development of the municipality;
- adequate municipal services are available for the proposed development;
- the owner or applicant has satisfied all requirements identified by the municipality and any agreements necessary to address municipal concerns and servicing requirements have been entered into;
- the Owner has satisfied the requirements of the municipality or any other agency, having jurisdiction and having identified concerns, that the lands or the proposed uses are, or can be adequately protected from any physical hazard or *environmental* degradation by methods that are consistent with accepted engineering, *environmental* management or resource management practices; and
- the Owner has satisfied any requirements of the City with respect to use or access to municipal roads or facilities and has entered into any agreements or obtained any necessary permits in that regard.

31.7. SITE PLAN CONTROL

31.7.1. The Council of the City of Kawartha Lakes hereby establishes the entire City as a Site Plan Control Area. It may be applied to all uses except agricultural, forestry, open space and single detached residential lots.

The by-law may contain provisions limiting the Site Plan Control Area to specific uses within a land use designation.

Council may in a site-specific zoning by-law amendment determine that site plan control shall apply in order to ensure certain facilities and services are provided in keeping with the requirements of the Planning Act.

Where land is designated as a Site Plan Control Area and it abuts an Arterial Road, prior to development, the City shall require in those circumstances where the right-of-way is less than 26 metres that land be dedicated to the City, at no expense to the City, for the widening of the arterial road so as to establish a right-of-way 13 metres on each side of the centreline of the existing pavement.

Where land is designated as a Site Plan Control Area and it abuts a road under the jurisdiction of the City, prior to development, the City may require in those circumstances where the right-of-way for a road is less than 20 metres that land be dedicated to the City, at no expense to the municipality, for the widening of the road so as to establish a right-of-way 10 metres wide on each side of the existing centre line of the road allowance exclusive of any sight triangles, turning lanes or turning tapers which may also be required by the municipality.

Where existing buildings or structures adjacent to roads makes it impractical to require a land dedication for road widening to the specified right-of-way widths, no such dedication may be required.

The Ministry of Transportation controls all land use within 45 metres of the highway right-of-way and the area within 395 metres of the centre point of the interpolicy of the highway and any intersecting road. As well, the ministry's control area extends to 800 metres of a controlled access highway corridor for large traffic generating type developments. All development within the control area is subject to ministry approval and it is the responsibility of the landowner to acquire all necessary permits for signing, building and land use and entrances prior to the commencement of any construction. The ministry will require the submission of a site plan, and possibly a Traffic Impact Study and Storm water Management Report and potential other reports, depending on the scope of the development."

31.8. PHASING

31.8.1. The phasing of development, in accordance with the policies of each specific designation, shall be based on the progressive extension and economic utilization of utilities and services.

In full service areas, priority shall be given to the development of those lands that are presently serviced by piped sewer and water systems or those areas that can most easily be serviced at minimal expense.

Throughout the City, there are numerous draft approved plans of subdivision. Many of the files on these plans are dormant with no apparent activity occurring for months and sometimes years. Many of these plans were approved by the Province prior to

them being down delegated to the former County of Victoria in 1994. The conditions of draft approval require changing because of changes in responsibilities and down delegation of authority in a number of areas. Many of these plans are in serviced areas and have servicing capacity allocated to them. Others reflect conditions that are not in keeping with current standards and requirements.

The City intends to ensure that new development proceeds in a logical, efficient manner and in keeping with market demand and the City's ability to provide adequate services. Accordingly, the following phasing policies shall apply.

The timing of development shall be based on the regulation of the geographic sequence and balance so that:

- there is the logical extension of municipal services that avoids the leap-frogging of large undeveloped tracts of land;
- a *compact urban form* and pattern of development is maintained;
- the provision of all municipal services proceeds in an economically viable manner;
- there are adequate opportunities for both *infilling* and greenfield development but first priority is to be given to *infilling*.

This will be done by:

- only granting planning approvals to those lands, which are likely to develop within three years from the time that the original planning application was approved; and
- limiting the total number of dwelling units to which planning approvals can be granted at a time to generally not greater than 100 residential units, unless the applicant/owner can justify market support above the 100-unit provision.

When conditions of draft plan approval are not fulfilled within the allotted time period for which draft subdivision/condominium approval has been granted, Council may not support the extension of draft approval and assign the servicing allocation to other developments or areas of the City or hold the capacity in reserve.

Prior to the lapsing of draft approval, the development proponent may request an extension of draft approval. Provided Council is satisfied with the merits of the request for an extension of draft approval, Council may choose to extend the draft approval period. No extension is permissible if draft approval lapses before the extension is given. Council may proceed with re-allocating the servicing capacity and revising the City's planning documents, as necessary.

In all future draft plans of subdivision approvals, a clause reflecting the above shall be included.

To ensure that municipal servicing allocation is not tied up indefinitely and that lots are developed to meet the anticipated growth within the municipality, the City will review all draft approved plans and revise the conditions to reflect the current

appropriate agency that must clear conditions of draft approval. For draft plans of subdivision to be serviced by municipal services, a condition will also be added that the draft approved plan shall lapse within 3 years if final approval is not given. A provision shall be included in the conditions of draft approval or the executed subdivision agreement to ensure that phases are developed in a reasonable time or the allocation of services will be withdrawn or reallocated to another development.

31.9. DEVELOPMENT CHARGES

31.9.1. The City will institute development charges where development costs to the municipality are directly attributable to the project. The amounts charged may also include costs for the cumulative cost effect of further development on existing service levels.

31.10. SERVICE AREAS

31.10.1. A specific area within the municipality may be declared a local improvement area under the Local Improvement Act in order to carry out the maintenance, construction or improvement of services or facilities. The cost for this work shall be borne by those whose lands abut the improvements or those who directly benefit from the improved service. The exact procedure for distributing costs may be decided by Council as permitted within the Act.

In the Waterfront Designation or other areas that have or are being developed for residential purposes, any improvements made to the present level of service, should be carried out on a user pay basis or as a Local Improvement Area. For example, where an interest is expressed in upgrading roads or water systems that were originally designed and constructed for seasonal use, the costs of such improvements should be borne by those who will benefit directly.

31.11. CAPITAL AND PUBLIC WORKS

31.11.1. The extension or construction of capital or public works will be carried out in accordance with the policies of this Plan. Council shall prepare annually and adopt without amendment to this Plan a staging program to implement features of this Plan. This program shall be cognizant of changing conditions of supply and demand for services and significant changes in economics and technology.

Council may levy against benefiting properties all or part of the cost of municipal services and facilities.

Public buildings, structures, easements or rights-of-way may be considered within any designated area provided suitable buffering and screening from adjacent uses are provided.

31.12. LAND ACQUISITION

31.12.1. Council may acquire land to implement any feature of this Plan in accordance with the provisions of Provincial Statutes and Regulations.

The City may undertake land assembly in order to provide *affordable* housing through the Lindsay Non-Profit Housing Corporation, the Kawartha Lakes Halliburton Housing Corporation or in conjunction with partnerships with non-profit agencies or the private sector.

Land assembly for industrial uses shall be encouraged in appropriately designated industrial areas.

31.13. PARKS

31.13.1 Within the City, parks are classified under three general headings.

Overnight and long-term camping parks - through the operation of Emily and Balsam Lake Provincial Parks the province provides a significant number of camping opportunities. There are also numerous private campgrounds throughout the City that are primarily located adjacent to lakes and rivers. The City also operates two camping parks. All these facilities provide accommodation to the vacationing and travelling public.

Day use parks - Council shall encourage the development of day use park areas to serve both tourist and local residents. Council will implement this policy directly or more appropriately through the municipal park system and the *Conservation Authority*. Council shall endeavour to provide recreational opportunities on City Managed Forest properties and the recreational trails located primarily on the abandoned rail lines throughout the City to provide recreational and tourism opportunities.

Local parks - Local parks will be provided and managed by the City. Management should be aimed at providing recreational opportunities to local residents.

The City will establish a hierarchy of parks based on classification that include City Parks, Community Parks, Neighbourhood Parks and Greenbelt lands.

The City supports the planning and development of trails and trailheads, bikeways, and path linkages throughout the City. The routes should be confirmed through a detailed Trails and Bikeways Master Plan.

Pursuant to the Planning Act, the City shall accept the 5 percent parkland dedication or the equivalent in cash-in-lieu of parkland. In the case of redevelopment or higher density development, the City will take the greater of the five percent of lands proposed for development and redevelopment in residential areas or one hectare for each 300 dwelling units.

Where appropriate, the City should encourage parkland dedications adjacent to future school sites conveyed through the development process. The City should collaborate with school boards to develop such parkland dedications for school and community use.

Where the land would not be suitable for parkland or municipal purposes, the municipality may accept a cash settlement equal to five percent of the value of the total proposal at the time of draft approval or granting of a consent. The monies received from such development shall be set aside in a special fund that will be expressly used for the development of recreational opportunities within the municipality.

In the case of an industrial or commercial development, two percent cash-in-lieu equivalent of the land should be taken.

Where cash-in-lieu may be accepted or required by the City, the funds received should be held in reserve funds for the acquisition or development of parkland in areas of the City where deficiencies are noted.

31.14. CONSERVATION EASEMENTS

- 31.14.1.** In Ontario, land trusts, conservation authorities, municipalities, or other government agencies under the authority of the Conservation Land Act can hold conservation easements.

An easement protects significant lands by placing restrictions on development and practices, which would damage their natural and cultural features. The restrictions can be as narrow or as sweeping as the parties wish, but normally exclude pit and quarry operations, severance or subdivisions, topsoil stripping, and similar activities. Conservation easements typically allow for continuation of existing uses of the property by the current or future owners. Landowners continue to pay property taxes, and can sell or will their property to others as they wish. Easements can apply to all or part of a property.

Conservation easements include provisions for future monitoring and enforcement, including remedies through the courts if necessary. While minor changes to easements can be made with the agreement of all parties to recognize changing circumstances, major changes would be very difficult and the restrictions resulting from a conservation easement should be viewed as essentially permanent.

The City will work with the Conservation Authorities, the Kawartha Heritage Conservancy, and the Couchiching Conservancy to ensure that conservation easements do not compromise the logical growth management and the overall planning objectives of the City. The City will support and encourage the use of conservation easements that support the objectives of this Plan.

The City should develop a protocol to allow it to co-hold conservation easements with designated conservation organizations, or alternately to enter into agreements with these organizations to provide legal and/or financial support within defined limits in the event that a conservation easement is challenged in the courts.

31.15. PARKING

- 31.15.1.** In order to provide adequate off-street parking in the commercial core or Central Business Districts of *settlement areas*, Council will encourage the provision of adequate parking. Where property becomes available in suitable locations, Council may acquire property to reduce parking deficiencies. All new development in the commercial core or Central Business Districts of *settlement areas* shall be encouraged to provide sufficient parking to accommodate the proposed use whether independently or in common with other merchants. If such parking cannot be provided, the municipality may collect cash-in-lieu to be used expressly for the provision of additional parking spaces in an appropriately defined area.

Parking for all uses outside the Central Business District should be provided entirely on-site.

31.16. COMMITTEE OF ADJUSTMENT

31.16.1. A Committee of Adjustment has been established to deal with minor variances to zoning by-laws and any other by-law implementing this Plan. It shall also deal with consents for the conveyance of land or granting the use of land for extended periods as provided for under the Planning Act. The Committee will be guided by the requirements of the Planning Act and the Regulations issued from time to time. A Committee shall adhere to the policies contained within this Plan especially those relating to non-conforming uses.

31.17. OFFICIAL PLAN REVIEW

31.17.1. This plan is for a 20 year planning period. A comprehensive review of this Plan shall be undertaken at 5-year intervals by Council to ensure that the policies are adequate for the achievement of the goals and objectives and that they remain valid and realistic in light of prevailing circumstances. The review will also take into consideration that the Plan must be consistent with the PPS that is in effect at the time and conforms with all provincial plans.

32. NOTICE PROCEDURES FOR OFFICIAL PLAN, ZONING BY-LAW AND SECONDARY PLAN AMENDMENTS

- Policy 17(18) and 34(14) of the Planning Act provide for alternative Notice Procedures.
- Council shall undertake a program that increases public awareness to the complexities of land use planning. Council shall encourage the active participation of citizens and citizen groups during the preparation of amendments.
- Except as otherwise provided for herein, the provisions of the Planning Act, respecting notification of the public with regard to public meetings shall be followed during the preparation of Official Plans, Comprehensive Zoning By-laws, *Community Improvement* Plans and any amendments thereto.
- For a second or subsequent public meeting with respect to a *Community Improvement* Plan or a Zoning By-law, the Council may provide notice in the form as prescribed in the Planning Act Regulations 7 days prior to the public meeting to those prescribed, in the Planning Act Regulations.
- A Zoning By-law Amendment, which, in the opinion of Council, does not change the intent of the By-law such as correcting clerical, typographical

or grammatical errors or the renumbering of provisions, shall not require a public meeting or public notice prior to Council passing the By-law.

- Similarly, after an adopting By-law has been passed, changes to a Zoning By-law, an Official Plan or any Amendments thereto to correct minor, technical errors, or omissions which, in the opinion of Council, do not change the intent of the document shall not require a further public meeting nor the giving of further notice prior to Council passing a By-law to correct such errors.
- Council or a committee of Council, which is charged with the responsibility of conducting public meetings, may at any time, adjourn a public meeting to be continued at a later time, without giving notice, if a time and place for reconvening is announced to the public at the meeting.
- Notwithstanding the above, where a public meeting is adjourned, rescheduled or a subsequent meeting is to be held, the Clerk shall notify by personal service, first class mail or by fax all those who filed with the Clerk their name and full address or fax number, the time and place of the adjourned, rescheduled or subsequent public meeting.
- Where notice is provided as required herein or as prescribed in the Act and the Regulations, Council may provide additional notice between the required minimum notice being given and the public meeting.
- For the purposes of this Policy, Council shall mean either the City Council or a Committee of Council established by Council to conduct the public meeting.

32.1. AMENDMENTS

Proposed amendments shall contain background reports and a complete justification for the proposed change. Amendment procedures as outlined in specific designations shall also apply. Any Amendment to this Plan that is in close proximity to a water body shall include information as required for a Secondary Plan. All Amendments should conform to the Goals and Objectives contained herein.

A proposed Amendment shall contain a key map indicating the location and existing designation of the affected and adjoining areas. In addition, a more detailed map showing the proposed and adjoining designations shall be required.

Where an Amendment is considered within an area currently covered by a sub-schedule, such a schedule will be used for the Amendment. Where the Amendment is located in that portion of Schedule A not covered by a sub-schedule then a segment of Schedule A may be used for the Amendment.

From time to time amendments to this Plan are approved in a format that may be inconsistent with the policy numbering convention established for this plan. Changes to the format of the text or schedules of such amendments necessary to maintain consistency and which do not alter the intent of the amendment may be made, without the need for further amendment to this plan, for the purposes of producing an office consolidation of the plan.

32.2. PRECONSULTATION

32.2.1. The City has establish a Preconsultation Committee to review planning proposals prior to making an application.

32.2.2. If an application for an official plan amendment, rezoning, or plan of subdivision/condominium is proposed, application should be made to appear before the Preconsultation Committee.
The Director of Development Services can waive the preconsultation if an application is considered to be minor and it is determined that preconsultation is not required. Normally if consent is granted where a rezoning is required as a condition of final approval of the consent, no preconsultation is required.

32.3. COMPLETE APPLICATIONS

32.3.1. A complete application shall have the prescribed information as required under Sections 22(4), 34(10.1) and 51(17) of the Planning Act as applicable for each application.

In addition to this the City may also require additional information as per Sections 22(5), 34(10.2) and 51(18) of the Planning Act as applicable for each application. A complete application for an official plan amendment, zoning by-law amendment, or application for draft approval of a plan of subdivision or condominium may include the following background studies or reports as follows:

- Agricultural Capability
- Archaeological Assessment
- *Environmental* Impact Study
- Flood Plain Study
- Functional Servicing Report for water, wastewater, storm water management and traffic
- Growth and Settlement
- Hydrogeological Study
- Market Study
- Noise Study
- Planning Justification Report
- Servicing Options Study
- Storm Water Management Report
- Traffic Study
- Vegetation Analysis and Tree Preservation Plan
- Vibration Study

32.3.2. A description of the above studies are found in the Appendices.

In addition to the above, if a proposal relates to a policy issue in the PPS or Growth Plan that will also require addressing by a study or report. Such studies will be identified in the Preconsultation Comments.

This list can be reduced to specific studies and reports after the Preconsultation Committee has considered the proposal. The list of studies or reports required in the Preconsultation Committee Comments will be considered to be what would form part of the complete application for the specific development proposal.

If the planning applications are for a proposal substantially different from what was considered by the Preconsultation Committee, the Director of Development Services can make the following determination:

- Return the application and accompanying material indicating why it is not considered to be a complete application and recommend that it go to the Preconsultation Committee again for consideration.
- Accept the application as complete.

32.4. SCHEDULES

The following schedules presented in a number of sub-schedules.

32.4.1. Schedule A – Land Use Schedules

- Schedule “A-1” – Manvers
- Schedule “A-2” – Mariposa
- Schedule “A-3” – Ops and Emily
- Schedule “A-4” – Eldon
- Schedule “A-5” – Fenelon and Verulam
- Schedule “A-6” – Carden
- Schedule “A-7” – Bexley, Laxton and Somerville
- Schedule “A-8” – Dalton, Digby and Longford
- Schedule “A-9” – Omemee
- Schedule “A-10”- Bobcaygeon

32.4.2. Schedule B – Natural Heritage Features Schedule

Note: Wetland Updates

(MNR has conducted a review of several wetlands within the southern portion of the City of Kawartha Lakes -within MNR’s Peterborough District- and have updated them accordingly in NRVIS. The chart below indicates which wetlands have been reviewed and the types of updates that have been concluded.

Wetland Name	Boundary Revision	Status Revision
Cavan Creek Wetland	Yes	No
Emily Creek No. 2 Wetland	Yes	No
Mariposa Brook No. 47 Wetland	Yes	No

Pigeon River No. 39 Wetland	Yes – complexed with Pigeon River Omemee North Wetland and renamed Emily Park Wetland	Yes – upgrade to Provincially Significant
Pigeon River Omemee North	Yes – complexed with Pigeon River No. 39 Wetland and renamed Emily Park Wetland	Yes – upgrade to Provincially Significant
Salem Corners Wetland Complex	Yes	Yes – upgrade to Provincially Significant
Staples Creek Wetland	Yes	No
Sturgeon Lake No. 18 Wetland	Yes	No
Sturgeon Lake No. 26 Wetland	Yes	No

32.4.3. Schedule C - Wellhead Protection Zones Schedules

Schedule "C-1" – Birch Point Wellhead Protection Zones
Schedule "C-2" – Canadiana Shores Wellhead Protection Zones
Schedule "C-3" – Janetville Wellhead Protection Zones
Schedule "C-4" – King's Bay Wellhead Protection Zones
Schedule "C-5" – Kinmount East Wellhead Protection Zones
Schedule "C-6" – Mariposa Estates Wellhead Protection Zones
Schedule "C-7" – Pleasant Point Wellhead Protection Zones
Schedule "C-8" – Sonya Wellhead Protection Zones
Schedule "C-9" – Victoria Glen - Omemee Wellhead Protection Zones
Schedule "C-10" – Victoria Place Wellhead Protection Zones
Schedule "C-11" – Western Trent/Palmina Wellhead Protection Zones
Schedule "C-12" – Woodfield-Sundance/Manorview Wellhead Protection Zones
Schedule "C-13" – Woods of Manilla Wellhead Protection Zones
Schedule "C-14" – Woodville Wellhead Protection Zones

32.4.4. Schedule D - Waste Management Facilities Schedule

32.4.5. Schedule E - Development Plans.

Development Plan Area One (DP-1) - Moore Subdivision, Verulam
Development Plan Area Two (DP-2) - Black Bear Subdivision, Somerville
Development Plan Area Three (DP-3) – King's Bay, Mariposa
Development Plan Area Four (DP-4) - Gilson Point, Mariposa
Development Plan Area Five (DP-5) - Szakacsi Subdivision, Verulam
Development Plan Area Six (DP-6) - 564711 Ontario Inc., Fenelon
Development Plan Area Seven (DP-7)- Cranberry Area, Dalton
Development Plan Area Eight (DP-8) - Longford Reserve Area.
Development Plan Area Nine (DP-9) – Various Locations as shown on Schedule A
Development Plan Area Ten (DP-10) – Angeline St. S. and Hwy. 7, Ops

32.4.6. Schedule F - Secondary Plan Schedules (SP)

Following Lake Plan has been included as a secondary plan to the OP.
Special Policy Lake Plan Area- SP 1- Four Mile Lake Area.

32.4.7. Schedule G – Oak Ridges Moraine Plan Amendment – (Under separate cover)