

Addendum to

Planning Justification Report

**769 Queens Street East / St. Marys Golf &
Country Club
Town of St. Marys**

Prepared for:
Staffen Family Holdings Inc.

Prepared by:
Zelinka Priamo Ltd.

November 21, 2022



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1.0 INTRODUCTION

On August 19th, 2022, Zelinka Priamo Ltd. prepared a Planning Justification Report for a combined Official Plan Amendment and Zoning By-law Amendment application to the Town of St. Marys. The application sought to amend the Town's Official Plan and Zoning By-law to permit the redevelopment of a southwesterly portion of the lands known municipally as 769 Queen Street East / the St. Marys Golf and Country Club (the "subject lands") for accessory short-term rental accommodations.

On October 24th, 2022, the Town of St. Marys deemed the application complete, and assigned file no. DEV 78-2022.

As requested by Town Staff, this addendum to the Planning Justification Report has been prepared to provide further analysis for a number of matters identified within the Formal Report prepared by Staff for the Towns Planning and Advisory Committee ("PAC") held on November 7, 2022, as outlined in Section 3 of this addendum.

2.0 BACKGROUND

The subject lands generally consist of the vacant, undeveloped lands in the southwesterly corner of the St. Marys Golf and Country Club property. The irregularly-shaped lands have an area of approximately 0.7ha with a frontage of approximately 35m along Queen Street East. The subject lands abut the St. Marys Golf and Country Club to the north and east; Queen Street East to the south; and, a Hydro One facility to the west.

The subject lands are designated “*Recreational*” in the Town of St. Marys Official Plan; and, are zoned “*Open Space*” in the Town of St. Marys Zoning By-law.

The redevelopment of the subject lands proposes two, 2-storey (3 level) buildings, with Building A (closest to Queen Street East) consisting of 9 short-term rental units and Building B consisting of 12 short-term rental units, with a total of 21 short-term rental units. The short-term rental units will operate in association with the St. Marys Golf and Country Club (“SMGCC”). Vehicular access to the proposed development is to be provided by a new driveway from Queen Street East.

The purpose and effect of the Official Plan Amendment and Zoning By-law Amendment applications is to implement a site-specific exception to the *Recreational* designation to permit the short-term rental accommodation use on the lands, and to rezone the subject lands to a site-specific *Open Space (OS)* zone with a special regulation to permit short-term rental accommodation accessory to the existing golf course, restaurant, and wedding venue operations.

Supporting studies and plans submitted with the applications included:

- A Planning Justification Report prepared by Zelinka Priamo Ltd.;
- A Concept Site Plan prepared by Orchard Studio Design Studio Inc.;
- Building Elevations prepared by Orchard Studio Design Studio Inc.;
- A Tree Assessment Report and Tree Preservation Plan prepared by Ron Koudys Landscape Architects Inc.;
- A Transportation Study prepared by Paradigm Transportation Solutions Ltd.; and,
- A Functional Servicing Report and a Preliminary Stormwater Management Report prepared by GRIT Engineering Inc.

3.0 PLANNING ANALYSIS

3.1 Official Plan Amendment

Town staff advised in the PAC report that while the submission appears to address the criteria in Section 7.17.4 of the Towns Official Plan, the applicants Planning Justification Report must be updated to specifically respond to this policy.

Section 7.17.4 of the Official Plan sets out criteria for Council when considering amendments to the Official Plan and/or Zoning By-law. The policy analysis describing how the proposed applications are consistent with the stated policies within the Official Plan is detailed below.

Town of St. Marys Official Plan Policy Analysis Table	
<i>Policy</i>	<i>Response</i>
<p style="text-align: center;"><u>Section 7.17.4 Review of the Official Plan and Amendments</u></p> <p>In considering an amendment to the Official Plan and/or implementing Zoning By-laws, Council shall give due consideration to the policies of this Plan as well as the following criteria:</p> <ul style="list-style-type: none"> a) the need for the proposed use; b) the extent to which the existing areas in the proposed designation or categories are developed and the nature and adequacy of such existing development in order to determine whether the proposed use is premature; c) the compatibility of the proposed use with conforming uses in adjoining areas; d) the effect of such proposed use on the surrounding area in respect to the minimizing of any possible depreciating or deteriorating effect upon adjoining properties; e) the potential effects of the proposed use on the financial position of the Town; f) the potential suitability of the land for such proposed use in terms of environmental considerations; g) the location of the area under consideration with respect to the adequacy of the existing and proposed road system in relation to the development of such proposed areas and the convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety and parking in relation thereto; h) the adequacy and availability of municipal services and utilities; and i) the adequacy of parks and educational facilities and the location of these facilities. 	<p>The proposed development is consistent with these policies for the following reasons:</p> <ul style="list-style-type: none"> • The Town of St. Marys is experiencing a growing demand for short-term rental accommodations to support established business operations and capitalize on the Town’s cultural heritage. The proposed development seeks to address the lack of short-term accommodations within the Town. • The subject lands are unique in that they are some of the only lands on the greater SMGCC property that are vacant, undeveloped, and not actively used for any part of the golf course or golf course maintenance areas, restaurant, wedding reception operations, or parking areas. As such, the subject lands are a contextually appropriate location for the proposed development. • The proposed development presents a built-form that is complimentary to, and compatible with, the surrounding land uses. • The proposed Official Plan Amendment does not seek to change the land use designation or remove land use permissions from the subject lands, but rather expand the range of permitted uses to make efficient use of the lands and achieve the full potential of the planned function of the lands. • Due to the lack of short-term accommodations, guests/patrons of the SMGCC are required to find accommodations elsewhere, such as Stratford or London, and therefore spend less time in the Town and spend tourism dollars elsewhere. The proposed development may be considered part of a larger Town strategy to attract tourism to St. Marys and further support local business endeavours.

	<ul style="list-style-type: none">• The subject lands are located outside of the <i>Floodplain (FP)</i> zone that spans a large portion of the SMGCC property.• The <i>Scoped Transportation Study</i> prepared by Paradigm evaluated the impacts of available sight distances to/from the subject lands' driveway to Queen Street East and concluded that sight distances should not be a concern for the proposed driveway location. Thus, the proposed driveway is not anticipated to pose a danger to pedestrians and/or vehicles.• The proposed development will utilize existing municipal services, as confirmed by the <i>Functional Servicing Report</i> prepared by GRIT Engineering as part of the application.• Due to the nature of the proposed development, being for short-term, tourism related uses, the existing conditions of parks and educational facilities will remain generally unchanged. The proposed development is not anticipated to place any financial burden on the Town.
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Town staff advised in the PAC report that policies should be included in the Official Plan Amendment to prevent future severance of these lands from the main golf course landholding. The Official Plan Amendment has been revised to include policies that ensure the subject lands will continue to operate in association with the SMGCC, even if a future severance occurs. A copy of the revised Draft Official Plan Amendment is attached as Appendix 1.

3.2 Zoning By-law Amendment

Town Staff requested that further rationale be submitted for the proposed parking ratio for the proposed 21-unit development, consisting of nine 1-bed units and twelve 2-bed units.

The proposed development provides 24 on-site parking spaces, equating to an on-site parking rate of 1.14 spaces per unit. It is noted that this exceeds the Town of St. Marys current minimum parking rate for Accessory Dwellings, being 1 space per unit.

In response to concerns raised by staff and PAC members about the potential lack of on-site parking and potential overflow parking on Queen Street East, we have prepared the following preliminary parking strategy. The strategy includes rationale for the current on-site surface parking rate; establishes guest parking parameters that serve to enforce parking access; and, identifies alternative parking solutions to adhere to the Town's Zoning By-law requirements for multiple-unit dwellings.

On-street Parking Arrangements

Each of the 21 units will be allocated 1 parking space that will be identified by the unit with clear signage. While not specifically required by the zoning by-law, 3 spaces will be allocated to ensure

the efficient operation of the proposed development i.e., 1 space will be allocated to staff parking and, 2 spaces will be allocated as drop-off/pick-up spaces.

Parking parameters will be established and enforced by the owners/operators of the SMGCC through the following controls:

- All parking requirements will be noted on the booking website for the short-term rental accommodations, as well as in the guests' booking confirmation email. Additionally, parking details will be communicated to guests via text message the day of arrival;
- Imposing specific check-in/check-out times to ensure spaces are clear for incoming guests;
- Clearly identifying the staff parking space and drop-off/pick-up parking spaces with signage;
- Establishing and limiting a time limit for drop-off/pick-up parking spaces, identified through signage; and,
- Providing signage near the property line which clearly informs guests and visitors that parking on Queen Street East is prohibited.

Additional On-site Parking near the Clubhouse

The SMGCC is in the process of paving the existing gravel parking lot, which is anticipated to provide an approximate 20% increase in available on-site parking spaces. Additionally, the parking lot will be being enlarged to provide a further 15 new spaces. It is proposed to dedicate 6 parking spots for the proposed short-term rental units within this upgraded golf course parking area.

Under the Towns Zoning By-law, the golf course operations current require a total supply of 138 total parking spaces to accommodate the existing uses. With the above-noted parking lot upgrades, a total of 194 spaces will be provided. As such there would be a future surplus of approximately 56 spaces on-site.

By taking these actions, the SMGCC will satisfy the parking needs of its existing operations as well as having additional on-site parking available for the short-term rental accommodations, if needed. In total, 30 spaces would be provided for the proposed development, at a rate of 1.25 spaces per unit with additional spaces for staff and drop-off/pick-up considerations, which is consistent with the Town's Zoning By-law parking regulations for multiple-dwelling units.

It is noted that the 1.25 spaces per unit does not include visitor parking, and the Town's Zoning By-law does not require visitor parking for accessory dwellings. If needed, visitor parking can be provided via the surplus of parking at the main golf course parking lot.

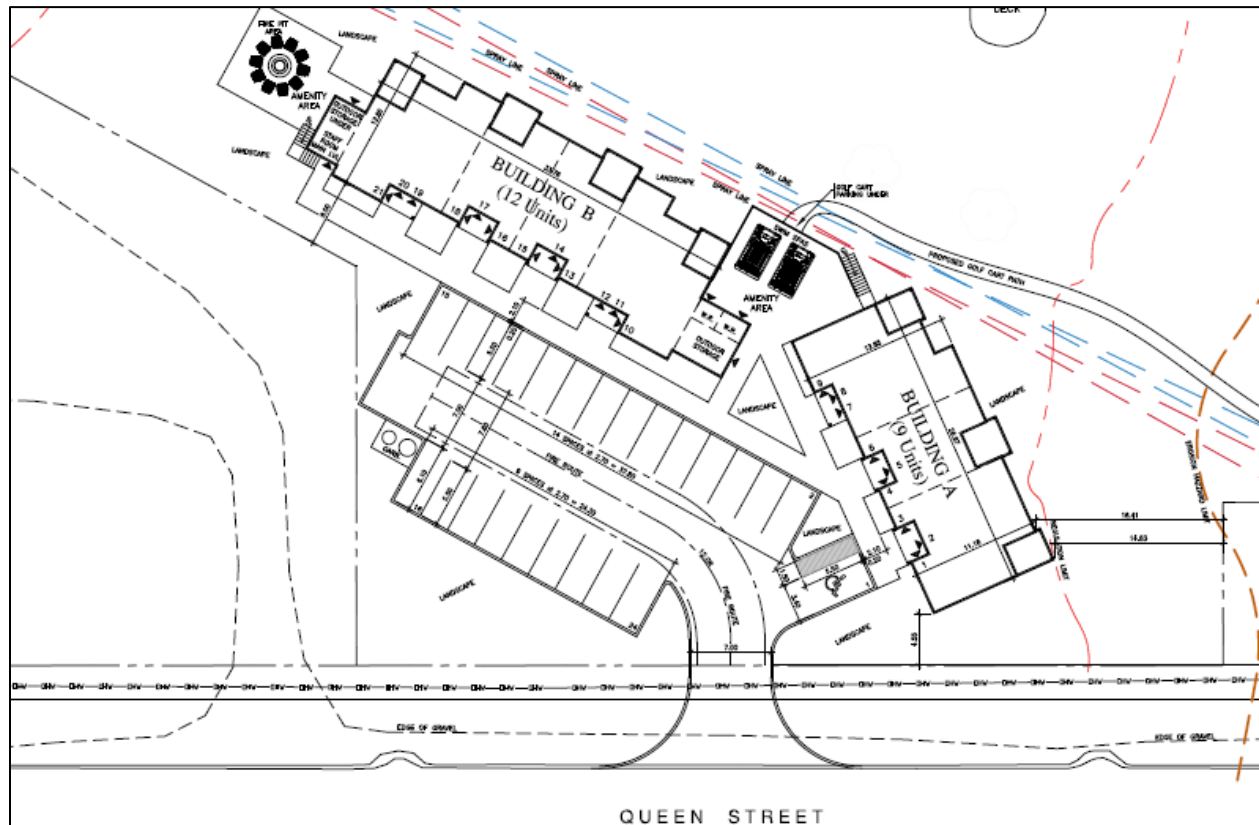
The Zoning By-law Amendment has been revised to include policies that ensure the subject lands will continue to operate in association with the SMGCC, even if a future severance occurs. The Zoning By-law Amendment has been further updated to include a parking standard for the proposed short-term rental accommodations, with a rate established on a per unit basis; a maximum number of units; and, a provision stating that the Zoning By-law Amendment will not come into force and effect until such time as the related Official Plan Amendment comes into force and effect. A copy of the revised Draft Zoning By-law Amendment is attached as Appendix 2.

3.3 Revisions to Site Design

The preliminary concept plan (see Figure 1 below, with a full-sized plan enclosed as Appendix 3) has been revised to address Staffs comments with respect to improving the layout of parking spaces 1 to 4, and the relocation of the garbage storage area.

Given the shape and configuration of the application lands, no additional parking spaces were able to be provided beyond the 21 spaces originally proposed. It is noted that no loading space is required to be provided for the proposed development.

Figure 1 – Revised Concept Site Plan (excerpt)



Appendix 1

Draft Official Plan Amendment

AMENDMENT NO. __
TO THE
TOWN OF ST. MARYS OFFICIAL PLAN

Prepared by:
Council of the Corporation of the Town of St. Marys
MONTH YEAR

DRAFT

THE CORPORATION OF THE TOWN OF ST. MARYS

BY-LAW NO. __-22

TO ADOPT AMENDMENT NO. __ TO THE TOWN OF ST. MARYS OFFICIAL PLAN

The Council of the Corporation of the Town of St. Marys in accordance with the provisions of Sections 17 and 21 of the Planning Act, R.S.O. 1990 hereby enacts as follows:

1. Amendment No. __ to the Town of St. Marys Official Plan, consisting of the attached explanatory text, is hereby adopted.
2. That the Clerk is hereby authorized and directed to proceed with the giving of written notice of the Town's decision in accordance with the provisions of the Planning Act, R.S.O. 1990.
3. This By-law shall come into force and take effect on the day of the final passing thereof.

Read a first and second time this _____ day of _____, 2022.

Read a third time and finally passed this _____ day of _____, 2022.

Al Strathdee, Mayor

Brent Kittmer, CAO-Clerk

THE CONSTITUTIONAL STATEMENT

PART A - THE PREAMBLE does not constitute part of this Amendment.

PART B - THE AMENDMENT, consisting of the following text constitutes Amendment No. __ to the Town of St. Marys Official Plan.

Also attached is **PART C - THE APPENDICES** which does not constitute part of this Amendment. These appendices (I through V inclusive) contain the background data, planning considerations, and public involvement associated with this Amendment

DRAFT

PART A - THE PREAMBLE

Purpose

The purpose of this Amendment is to implement a site-specific exception to the lands affected by this Amendment to the existing “Recreational” designation. Further, this Amendment is intended to set forth specific policies within the “Recreational” designation that will only apply to the area affected by this Amendment.

Location

The land that is affected by this Amendment is known municipally as 769 Queen Street East, and legally described as Part of Lot 17, Concession 19, (Geographic Township of Blanshard) now in the Town of St. Marys, County of Perth.

Basis

The development lands measure approximately 0.7 hectares in size and are located in the southwesterly corner of the greater St. Marys Golf and Country Club property, known municipally as 769 Queen Street East in the Town of St Marys. The development lands are currently vacant and undeveloped.

The proponent is seeking to redevelop the lands for short-term rental accommodations with on-site surface parking and landscaping areas.

The subject property is designated “Recreational” in the Town of St. Marys Official Plan, a designation intended to promote healthy, active communities; promote existing recreational facilities and the establishment of new facilities; and, promote economic development and tourism. The site-specific policy to the “Recreational” designation is considered appropriate for the uses contemplated for these lands, as well as meeting the following Official Plan objectives:

- To encourage the retention of existing business and the establishment of new diversified business through the creation of a business-friendly culture (Section 2.2.1.1);
- To advocate local business development for the general benefit of the community (Section 2.2.1.2);
- To be proactive in attracting new business opportunities to the Town (Section 2.2.1.3); and,
- To develop a plan to attract tourism and capitalize on the Town’s cultural heritage (Section 2.2.1.4).

The short-term rental accommodation use is not contemplated within any land use designation of the Town’s Official Plan. To develop the property as proposed, the owner has made application to amend the policies of the Town’s Official Plan.

PART B - THE AMENDMENT

All of this document entitled “Part B - The Amendment” consisting of the following text constitutes Amendment No. ___ to the Town of St. Marys Official Plan.

DETAILS OF THE AMENDMENT

The Town of St. Marys Official Plan is hereby amended as follows:

Item 1:

By adding a new clause to Section 3.1.3 - Exceptions to the Town of St. Marys Official Plan which reads as follows:

“() The property described as the southwesterly corner of 769 Queen Street East, legally described as Part of Lot 17, Concession 19, (Geographic Township of Blanshard) now in the Town of St. Marys, County of Perth may be developed for two, 2-storey buildings to be used as short-term rental accommodations primarily for the players/guests/patrons of the St. Marys Golf & Country Club golf course, restaurant, and wedding venue operations with a single access point off Queen Street East.”

Item 2:

By adding a new definition, associated with Item 1 above, to Section 3.1.3 – Exceptions to the Town of St. Marys Official Plan which reads as follows:

“() SHORT-TERM RENTAL ACCOMMODATION means a dwelling unit that is used for any period of less than 28 consecutive days and is operated by the owner of the St. Marys Golf and Country Club. Short-term rental accommodation shall not include a hotel, motel, dwelling apartment, dwelling boarding or lodging house. The principal use of the dwelling unit shall be for the short-term rental accommodation accessory to the existing golf course, restaurant, and wedding venue operations.”

PART C - THE APPENDICES

The following appendices do not constitute part of Amendment No. ___ to the Town of St. Marys Official Plan, but are included as information supporting the Amendment.

APPENDIX I - BACKGROUND TO THE AMENDMENT

The owner of the subject property has made an application to amend the Official Plan in order to develop the lands as a short-term rental accommodation development in the form of two-storey buildings for a total of 21 units. The short-term rental accommodations will be used primarily for players/guests/patrons of the St. Marys Golf and Country Club golf course, restaurant, and wedding venue operations.

APPENDIX II - LAND USE SURVEY

Land uses in the vicinity of the subject property are described in the attached Town Staff Reports.

APPENDIX III - SERVICES

The Town will require that proposed developed be serviced by municipal water and sanitary services.

APPENDIX IV - PLANNING CONSIDERATIONS

Refer to planning considerations in attached the Town Staff Reports.

APPENDIX V - PUBLIC PARTICIPATION

Includes the following:

- a) Notices of Planning Advisory Committee meetings;
- b) Agency comments summarized in attached Town Staff Reports; and,
- c) Notice of Public Meeting at Council.

Appendix 2

Draft Zoning By-law Amendment

THE CORPORATION OF THE TOWN OF ST. MARYS

BY-LAW NO. XXX-20XX

BEING a By-law pursuant to the provisions of Section 36 of the Planning Act to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys”, to rezone the lands located at 769 Queen Street East from OS to OS-XX.

WHEREAS the Council of the Corporation of the Town of St. Marys deems it necessary in the public interest to pass a By-law to amend By-law No. Z1-1997, as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS ENACTS AS FOLLOWS:

1. Amend Zoning By-law No. Z1-1997, as amended, by amending Schedule “A”, Key Map 10, to change the zone symbol applying to lands in the southwesterly corner of 769 Queen Street East from “OS” Open Space Zone to “OS-XX” Open Space Zone special provision, as shown on Schedule A-1 attached hereto, and forming part of this By-law.
2. Section 24.4 of By-law No. Z1-1997 is hereby amended by adding the following special provisions and definition:
24.4.XX OS-XX
 - a) Location: Part of Lot 17, Concession 19, (Geographic Township of Blanshard), known as 769 Queen Street East
 - b) Notwithstanding the provisions of the Section 24.1 of this By-law to the contrary, a **short-term rental accommodation** is also **permitted** on the land within the “OS-XX” **zone** as shown on Schedule “A” to this By-law, with a maximum of 21 dwelling units permitted.
 - c) Notwithstanding the provisions of the Section 24.2 of this By-law to the contrary, the minimum **front yard** for the land within the “OS-XX” **zone** as shown on Key Map 10 of Schedule “A” of this By-law shall be 4.5 metres.
 - d) Notwithstanding the provisions of this By-law to the contrary, the minimum **number of parking spaces** for the land within the “OS-XX” **zone** as shown on Key Map 10 of Schedule “A” of this By-law shall be 1.25 spaces per unit.
 - e) **SHORT-TERM RENTAL ACCOMMODATION** means a dwelling unit that is used for any period of less than 28 consecutive days and is operated by the owner of the St. Marys Golf and Country Club. Short-term rental accommodation shall not include a hotel, motel, dwelling apartment, dwelling boarding or lodging house. The principal use of the dwelling unit shall be for the short-term rental accommodation accessory to the existing golf course, restaurant, and wedding venue operations.
 - f) All other provisions of By-law No. Z1-1997, as amended, shall apply.
3. This By-law shall come into force on the day it was passed in accordance with the Planning Act, the Regulations thereunder.
4. This By-law shall not come into force until such time as the related Official Plan Amendment comes into force and effect.

Read a first and second time this __ day of _____, 20XX.

Read a third and final time and passed this __ day of _____, 20XX.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

DRAFT

THIS IS **SCHEDULE "A-1"**

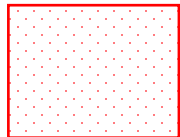
TO **BY-LAW NO. Z1-1997**

OF THE **TOWN OF ST. MARYS**

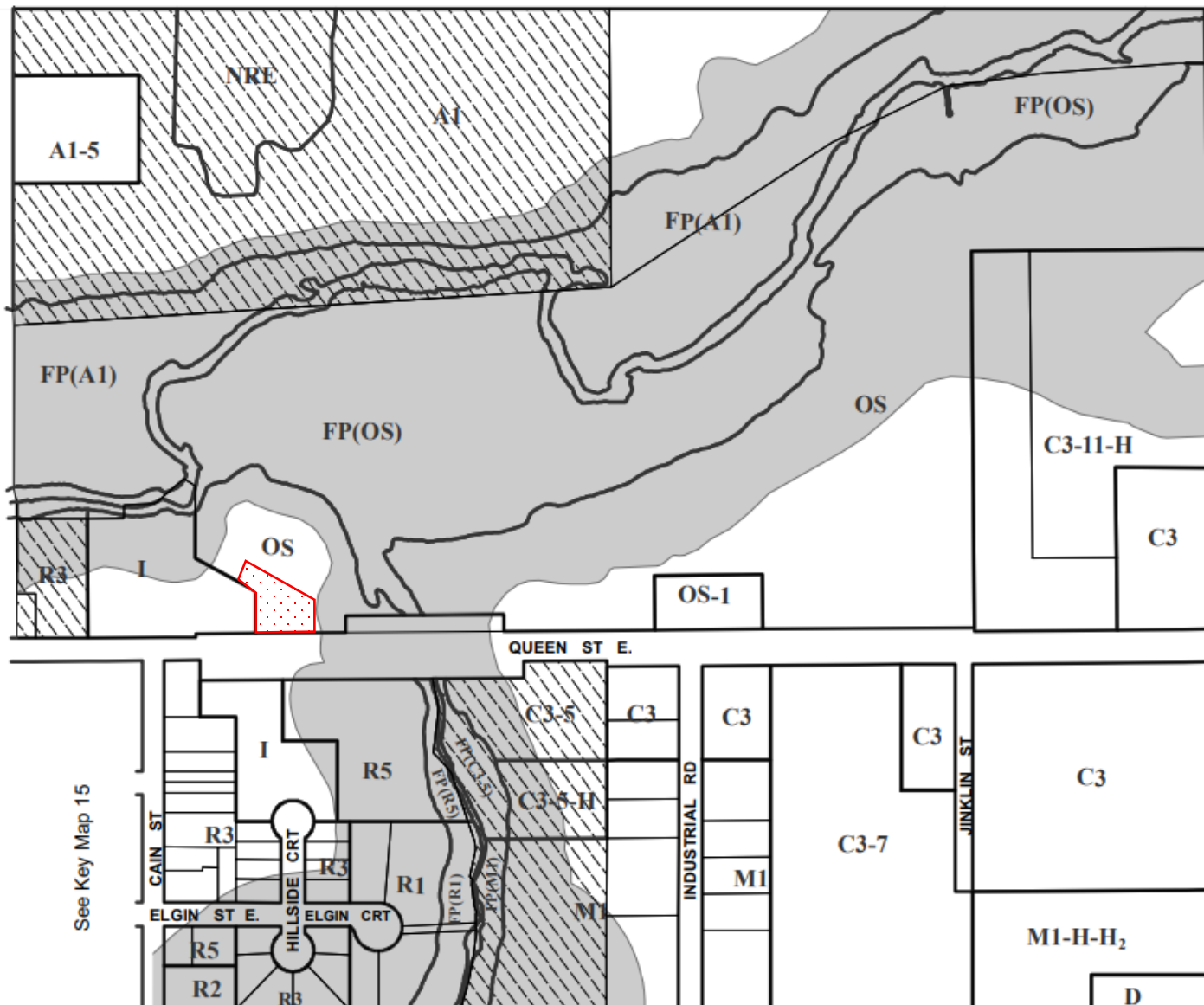
PASSED THIS ___ DAY OF _____, 2022

Al Strathdee, Mayor

Brent Kittmer, CAO/Clerk

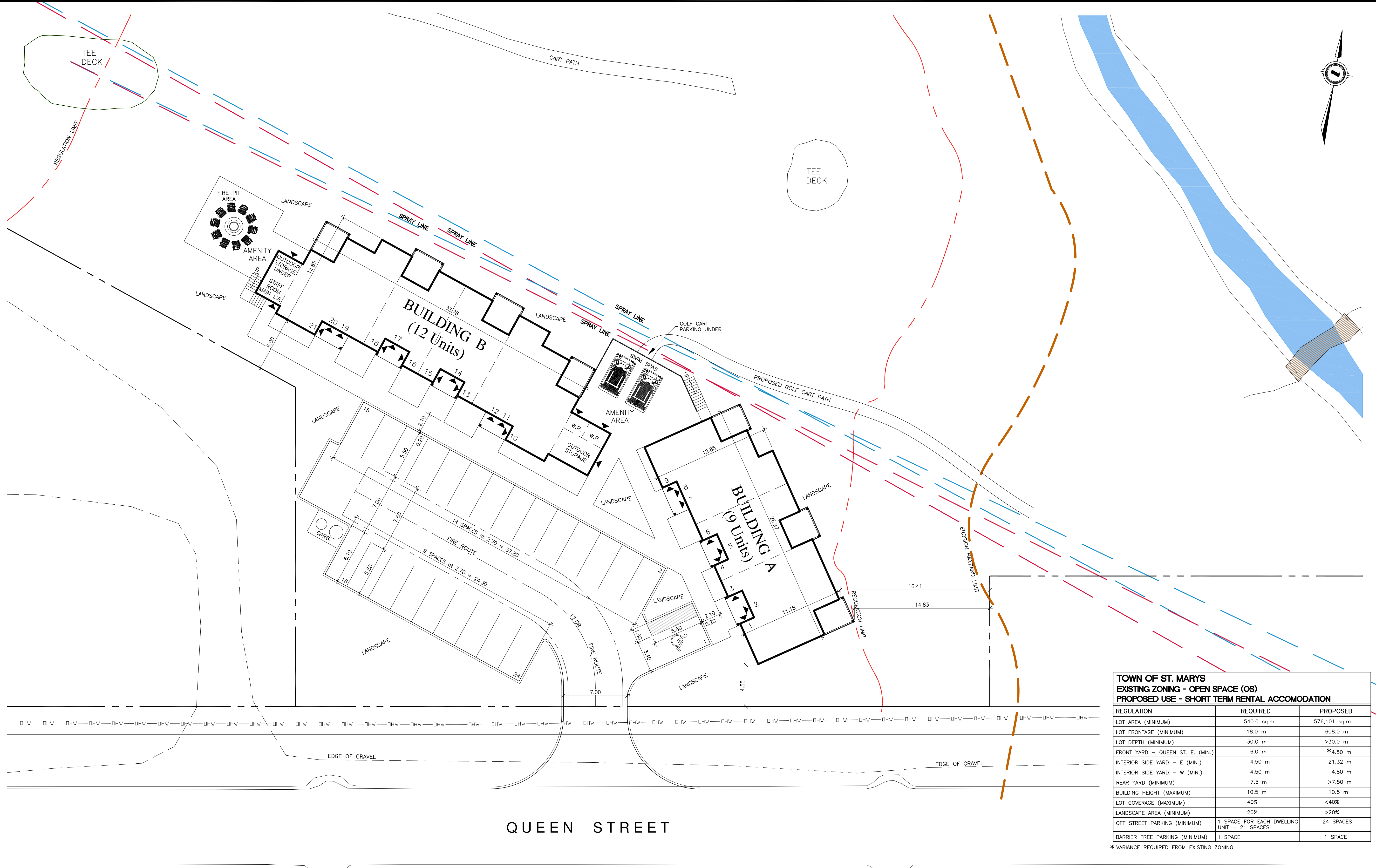
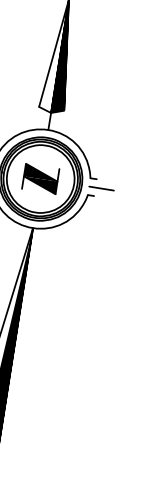


Shall be subject to the provisions of Section 12.9.XX (OS-XX) of By-law Z1-1997 of the Town of St. Marys.



Appendix 3

Conceptual Site Plan



TOWN OF ST. MARYS EXISTING ZONING - OPEN SPACE (OS) PROPOSED USE - SHORT TERM RENTAL ACCOMODATION		
REGULATION	REQUIRED	PROPOSED
LOT AREA (MINIMUM)	540.0 sq.m.	576,101 sq.m
LOT FRONTAGE (MINIMUM)	18.0 m	608.0 m
LOT DEPTH (MINIMUM)	30.0 m	>30.0 m
FRONT YARD - QUEEN ST. E. (MIN.)	6.0 m	*4.50 m
INTERIOR SIDE YARD - E (MIN.)	4.50 m	21.32 m
INTERIOR SIDE YARD - W (MIN.)	4.50 m	4.80 m
REAR YARD (MINIMUM)	7.5 m	>7.50 m
BUILDING HEIGHT (MAXIMUM)	10.5 m	10.5 m
LOT COVERAGE (MAXIMUM)	40%	<40%
LANDSCAPE AREA (MINIMUM)	20%	>20%
OFF STREET PARKING (MINIMUM)	1 SPACE FOR EACH DWELLING UNIT = 21 SPACES	24 SPACES
BARRIER FREE PARKING (MINIMUM)	1 SPACE	1 SPACE

* VARIANCE REQUIRED FROM EXISTING ZONING

FILE: FOLDER: STAFFEN



PROJECT
**SHORT TERM RENTALS
STACKED TOWNHOMES**
ST. MARYS GOLF COURSE
769 QUEEN STREET, ST. MARYS, ON
TITLE
SITE PLAN

STATUS	DATE	No.	REVISION
BUILDING PERMIT	22.11.18	1	UPDATED PER CITY COM. ISS. FOR SPA
FOLDER			
FILE			
SCALE	1:200		
DWN BY	KSR		
DATE	AUGUST 2022		
REVISED			
JOB No.	15024		

STAFFEN
FAMILY
HOLDINGS

A1.1

SHEET No.