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NOTICE OF PUBLIC MEETING
CONCERNING TOWN-INITIATED ZONING BY-LAW AMENDMENT
TO UPDATE REGULATIONS RELATED TO
ACCESSORY APARTMENTS IN THE TOWN OF ST. MARYS

TAKE NOTICE THAT PURSUANT TO Section 34 of the Planning Act, R.S.O. 1990, the Council of the Corporation of the Town of St. Marys will hold a public meeting on **Tuesday, June 8, 2021 at 6:00 p.m.** to consider an Application (by the Town of St. Marys, File Z02-2021) to approve an amendment to the Town of St. Marys Zoning By-law.

PLEASE NOTE that due to the COVID-19 pandemic state of emergency, all Council meetings will be held online, until further notice. As this will be an online meeting, there will be no physical in person attendance. Please refer to "[Part II: Public Input and Attending the Public Meeting](#)" section of this Notice for details on how to attend the online meeting and/or provide comments to the Town respecting this Application.

Part I: Application for Zoning Amendment (Z02-2021)

Accessory apartments are private, self-contained residential units with kitchen and bathroom facilities within dwellings or accessory structures. On October 9, 2018, Council passed Zoning By-law No. Z130-2018 to add provisions to the Town's Zoning By-law to permit accessory apartments in the Town.

The Town has now initiated a Town-wide Zoning By-law Amendment, the purpose and effect of which is to update regulations related to accessory apartments as follows:

- Amend Section 5.1.1 to remove any confusion respecting permitting accessory apartments in condominium developments.
- Amend clause (a) of Section 5.1.1 to increase the maximum floor area of an accessory apartment (as a percentage of the gross floor area of the main building) from 40 to 45 percent, and exempt dwelling units in basements or cellars from these regulations.
- Delete clause (b) of Section 5.1.2 to remove the minimum lot size requirement for an accessory apartment in an accessory building or structure.
- Clause (c) of Section 5.1.2 requires minimum front, rear, interior side and exterior side yard setbacks for a detached accessory apartment to be equal to the minimum yard requirements for the main building. The proposed amendment to the Zoning By-law would require minimum front, rear, interior side and exterior side yard setbacks for a detached accessory apartment to be in accordance with the minimum yard requirements for accessory buildings and structures in Section 5.1.3A.
- Amend Section 5.8 to clearly indicate that an accessory apartment is permitted below grade.

The proposed Zoning By-law Amendment applies to all lands within the Town of St. Marys and therefore a key map has not been provided with this notice.

Part II: Public Input and Attending the Public Meeting

Any person may attend a public meeting and/or make written or verbal representation either in support of or in opposition to the proposed zoning by-law amendment.

There are multiple opportunities for public input as outlined below however, to ensure that your comments are clearly understood and received prior to the Council considering the Application, you are strongly encouraged to submit comments prior to the Statutory Public Meeting even if you intend to attend the online meeting. Oral or written submissions will be received at the Public Hearing. Please ensure that any written submission (including by regular mail, email or facsimile) contains your first and last name, mailing address and contact phone number.

You can participate in 5 different ways:

1. Mail your comments to Jenna McCartney of the Town of St. Marys (mailing address below).
2. Email your comments to clerksoffice@town.stmarys.on.ca
3. Leave a voicemail message detailing your comments or questions regarding this Application by calling 519-284-2340 ext. 212. Your comments and other contents of your recorded message will become part of the public record. However, you must leave your first and last name, mailing address and contact phone number for your comments to be part of the public record.
4. Register to be a delegation by emailing clerksoffice@town.stmarys.on.ca no later than noon on Monday, June 7, 2021 requesting to be a delegation and include any materials you wish to share with the Council. Town Staff will assist delegates to become familiar with the online meeting process and provide specific connection instructions prior to the date of the meeting.
5. Attend the meeting and participate by:
 - a. Visiting the Town's YouTube channel during the meeting for a livestreaming of the proceedings, using the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>.

You will be able to use the same link after the meeting for the archived record;

- b. Providing your comments and or questions by emailing clerksoffice@town.stmarys.on.ca. Public comments will be received until the Mayor states that the public commenting period is closed; and/or,
- c. Joining the Zoom Webinar as follows (please register in advance);

Please Register in advance of the meeting here:

https://zoom.us/webinar/register/WN_mtum9U1NREqdQvW6J4u2sA

After registering, you will receive a confirmation email containing information about joining the webinar.

During the meeting, select the "raise hand" function to be placed in the queue for questions and comments. The moderator will unmute each attendee in sequence order for an opportunity to address the Committee.

During the meeting, select "*9" to be placed in queue to provide questions and comments

You are strongly encouraged to contact the Town prior to the meeting if you have any questions or require assistance regarding the online meeting.

Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a staff report and will be included in the Council agenda and minutes. Agendas and minutes are published on the Town of St. Marys website www.townofstmarys.com.

Part III: Appealing a Decision of Council

If a person or public body would otherwise have an ability to appeal the decision of Council of the Corporation of the Town of St. Marys to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or making written submissions to the Town of St. Marys before the proposed zoning by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the proposed zoning by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

Part IV: Notification

If you wish to be notified of the decision of the Town of St. Marys on the proposed zoning by-law amendment, you must make a written request to Jenna McCartney, Clerk of the Town of St. Marys (175 Queen Street East, P.O. Box 998, St. Marys, ON N4X 1B6; Telephone: 519-284-2340 ext. 212; Fax: 519-284-3881; Email: jmccartney@town.stmarys.on.ca).

Additional Information relating to this Application is available for inspection by contacting Grant Brouwer, Director of Building and Development (gbrouwer@town.stmarys.on.ca or 519-284-2340 ext. 215) or can be accessed on the Town's Current Planning / Development Applications webpage at:

www.townofstmarys.com/en/current-planning---development-applications.aspx

DATED AT THE TOWN OF ST. MARYS THIS 10TH DAY OF MAY 2021.

Jenna McCartney, Clerk – Town of St. Marys

175 Queen Street East, P.O. Box 998, St. Marys, Ontario N4X 1B6

Telephone: (519) 284-2340; Fax: (519) 284-3881. Email: jmccartney@town.stmarys.on.ca