



**ARNPRIOR**

**Town of Arnprior**

**Regular Meeting of Council Agenda**

**Date: Monday, September 23, 2024**

**Time: 6:30 p.m.**

**Location: Council Chambers – 105 Elgin Street West, Arnprior**

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions / Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Question Period**
- 7. Adoption of Minutes of Previous Meeting(s) (Except Minutes of Closed Session)**
  - a) [Regular Meeting of Council – September 9<sup>th</sup>, 2024](#) (Page 1-12)**
- 8. Awards / Delegations / Presentations**
  - a) Delegations**
    - i) Marina Parking and Access to Marina Slips, Cheryl Grenier**
    - ii) 2024 Santa Claus Parade, Bill Greise**
- 9. Public Meetings**
  - a) [Zoning By-law Amendment 3/24 \(150 Staye Court Drive\)](#) (Page 13-14)**

**10. Matters Tabled / Deferred / Unfinished Business**

**11. Notice of Motion(s)**

**12. Staff Reports**

- a) **Zoning By-law Amendment 3/24 (150 Staye Court Drive)**, Alix Jolicoeur, Manager of Community Services / Planner (Page 15-49)
- b) **WFP Filter #1 and #3 Media and Underdrain Replacement**, John Steckly, General Manager, Operations (Page 50-53)
- c) **Recreation and Parks Master Plan**, Graeme Ivory, Director of Recreation (Page 54-200)
- d) **Proclamation for the National Day for Truth and Reconciliation (September 30<sup>th</sup>, 2024)**, Oliver Jacob, Deputy Clerk (Page 201-203)
- e) **Proclamation for Rett Syndrome Awareness Month (October 2024)**, Oliver Jacob, Deputy Clerk (Page 204-207)

**13. Committee Reports and Minutes**

- a) **Mayor's Report**
- b) **County Councillor's Report**
- c) **Committee Reports and Minutes**

**14. Correspondence & Petitions**

- a) **Correspondence**
  - i) Correspondence Package No. I-24-SEPT-16
  - ii) Correspondence Package No. A-24-SEPT-12

**15. By-laws & Resolutions**

- a) **By-laws**
  - i) **By-Law No. 7522-24 – Award WFP Filter #1 and #3 Media and Underdrain Replacement** (Page 208)
  - ii) **By-Law No. 7523-24 – Solid Waste Management** (Page 209-243)

- iii) **By-Law No. 7524-24 – Lift Reserve Blocks – Marshall’s Bay Meadows Subdivision – Phase 4** (Page 244)
- iv) **By-law No. 7525-24 – Zoning By-law Amendment (150 Staye Court Drive)** (Page 245-246)

**b) Resolutions**

- i) **Municipal Grants Application – Arnprior Special Olympics (2024 Annual General Meeting)** (Page 247)

**16. Announcements**

**17. Media Questions**

**18. Closed Session**

**19. Confirmatory By-law**

By-law No. 7526-24 to confirm the proceedings of Council

**20. Adjournment**

Please note: Please see the Town’s [website](#) to view the live stream. The meeting recording will also be uploaded to YouTube for future viewing.

The agenda is made available in the Clerk’s Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town’s [website](#). Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk’s Office at 613-623-4231 ext. 1840. The Agenda and Agenda items will be prepared in an accessible format upon request.

**Full Distribution:** Council, C.A.O., Managers and Town Administrative Staff

**E-mail to:** Metroland Media; Oldies 107.7 / My Broadcasting Corporation; Valley Heritage Radio



## Town of Arnprior Staff Report

**Subject:** Zoning By-law Amendment 3/24 (150 Staye Court Drive)

**Report Number:** 24-09-23-01

**Report Author and Position Title:** Alix Jolicoeur, Manager of Community Services / Planner

**Department:** Community Services

**Meeting Date:** September 23<sup>rd</sup>, 2024

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### Recommendations:

**That** Council adopts a by-law to amend Zoning By-law 6875-18 to amend the zoning for 150 Staye Court Drive, known legally as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior, from Mixed Use Commercial/Employment Zone to Mixed Use Commercial/Employment Zone Exception 47 (MU-CE\*47) to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m; and

**Further That** Council acknowledge the withdrawal of the requested amendment to Zoning By-law 6875-18, for 150 Staye Court Drive, known legally as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior, to reduce the front yard setback from 6 m to 0 m; and

**Further That** Council has considered all written and oral submissions received on this application, the effect of which has helped Council make an informed decision.

### Background:

**Owner:** Make Space Storage

**Description of Subject Lands:** 150 Staye Court Drive

**Legal Description:** legally described as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior

**Area of Land:** 0.94 ha (2.31 acres)

**Existing Structures:** Eight steel clad self-storage buildings and six steel containers in two rows of three

**Official Plan:** Mixed Use Commercial/Employment Area

**Zoning:** Mixed Use Commercial/Employment Zone

An application for Zoning By-law amendment was received from the owner to reduce

the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m for the placement of the relocated twenty-three (23) self-storage buildings without foundations. The application also includes a request to reduce the front yard setback from 6 m to 0 m in order to permit the installation of an additional six (6) self-storage buildings without foundations. The buildings are 5.8 m long, 2.4 m wide with a height of 2.4 m. A site plan was submitted in support of the application (Document 2).

MTO has agreed to a reduced setback of 8 m for buildings without a foundation on the subject property.

The proposed development requires site plan control amendment approval, a zoning by-law amendment, permits from MTO and Building Permits from the Town of Arnprior.

### **Context**

The subject lands are located south of Staye Court drive, with Highway 417 to the west (see figure 1).



*Figure 1 Streetview of 150 Staye Court Drive*

The subject lands continue around the rear of three other properties on Staye Court Drive (120, 130 and 140 Staye Court Drive). Two of these properties have existing employment use buildings, the third is vacant (see figure 2).



*Figure 2 Streetview of the properties to the east of 150 Staye Court Drive*

North of the subject property, across Staye Court Drive are the rear yards of four townhouse dwellings and 4 semi-detached dwellings that front on Ashbury Street (see figure 3).



*Figure 3 Rear yards of existing townhouses and semi-detached dwellings north of 150 Staye Court*

North-east of the subject property across Staye Court Drive is the existing Country Squire Motel (see figure 4).



*Figure 4 Streetview of the existing Country Squire Motel*

Figure 5 is an aerial photograph of the area from 2020.



*Figure 5 Aerial photo from 2020*

## **Discussion:**

### **Official Plan Policies**

The subject lands are designated Mixed Use Commercial/Employment Area. The Mixed Use Commercial/Employment Area includes as an objective to encourage the consolidation, intensification and expansion of major commercial uses and to encourage the redevelopment of existing major commercial uses to foster a more pedestrian oriented environment (C5.2 c).

Section C5.6 sets out policies for development or redevelopment of land within the Mixed Use Commercial/Employment Area. The Official Plan defines development as the creation of a new lot, a change in land use, or the construction of buildings or structures requiring approval under the Planning Act, therefore, the policies under this section would apply as the proposed additional buildings require a zoning by-law amendment and Site Plan Control approval.

Applicable policies for development and redevelopment in the Mixed Use Commercial/Employment Area include:

- e) Any loading and storage facilities that are provided are buffered so as to minimize disruption and the enjoyment of neighbouring residential properties;
- f) Improvements to the streetscape, such as soft landscaping, lighting fixtures, benches and public art, are part of the overall project design;
- g) New buildings are designed to present their principal building facades with an appropriate building design that faces the public road;" (C5.6)

The proposed reduction of the front yard setback from 6 m to 0 m would result in no space for buffering of storage facilities from the residential uses backing onto the other side of Stave Court Drive, would eliminate any space for soft landscaping along the front lot line on the subject property, and the buildings proposed described as "essentially shipping containers" in the Planning justification report which would suggest that they would not have an appropriate building design that faces the public road.

The requested reduction of the setback from a Provincial Highway from 14 m to 8 m for buildings without a foundation allows for intensification and is consistent with the provisions for development in section C5.6 of the Official Plan.

The proposed reduction in the front yard setback from 6 m to 0 m, though it allows for intensification, is not consistent with the policies for development in section C5.6 of the Official Plan.

### **Zoning By-law Provisions**

The current zoning of the lands is Mixed Use Commercial/Employment Zone.

The proposed Zoning by-law amendment seeks to rezone the subject lands to reduce the setback from a Provincial Highway right-of-way (section 4.15.1) from 14m to 8m for

buildings without a foundation, and to reduce the front yard setback from 6m to 0m. The proposed amendments are requested to permit a total of 29 additional self-storage buildings on the subject property as per the attached site plan.

Section 4.15.1 Setback from Provincial Highway states, “No building or structure shall be located any closer than 14.0 metres to the edge of the Provincial Highway right-of-way.” This provision is a reflection of the 14 m setback for new buildings or structures required by the Ministry of Transportation (MTO) to ensure if there is a future need for an expansion of the Highway 417 right-of-way it is not impeded by any additional structures.

The applicant has provided an email from MTO which states “Given the fact that these structures can be installed without a foundation, we could permit these “pods” to be installed with a setback of 8 m rather than the 14 m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14 m could be enforced for other developments).”

Permits from MTO will be required for the buildings prior to issuance of building permits from the Town of Arnprior.

The following table illustrates how the proposed buildings meet the required zone provisions:

<b>Parameters</b>	<b>Required</b>	<b>Provided</b>
Front yard setback (minimum)	6 m	0 m
Rear yard setback (minimum)	12 m	12 m +
Interior side yard setback (minimum)	3 m	6.12 m +
Exterior Side yard setback (minimum)	6.0 m	8.0 m
Lot frontage (minimum)	30 m	84.7 m
Lot area (minimum)	1,858 sq. m.	9,459 sq. m.
Building height (maximum)	14 m	2.4 m

Front yard setbacks are intended to establish a consistent minimum building line along the street, buffer residential uses from non-residential uses, allow for space for required landscaping and ensure a sufficient setback from the municipal road right-of-way should there ever be the need for use of the right-of-way.

Section 7.3.2 requires a 3 m wide planting strip abutting the full length of the lot line along the front and exterior side lot lines in any Mixed Use Zone. The proposed reduction in the front yard setback from 6 m to 0 m would not allow for a 3m wide planting strip along the full length of the front lot line as required by section 7.3.2. An



additional amendment would be required to reduce the minimum required planting strip along the front lot line from 3 m to 0 m.

In the opinion of staff, the minimum required planting strip along the front lot line is intended to buffer parking areas and buildings from the street and create attractive frontage along the street. The proposed reduction in the front yard setback from 6m to 0m would be inconsistent with the intention of this provision.

The Planning Justification Report submitted by the applicant includes that “the proposed 6 storage units that would be located towards the front of the front of the property placed in an orderly manner along the existing fence, serve as an additional visual buffer from existing development on the subject lands.” This does not address the requirement for a minimum planting strip as per section 7.3.2. or the policies in the Official Plan section 5.6 regarding soft landscaping and appropriate building facades for development in the Mixed Use Commercial Employment Area.

## **Process**

September 9, 2024 – Council authorized holding the statutory public meeting  
September 23, 2024

September 23, 2024 – Public meeting, followed by consideration of the application by Council. A decision on the application can be deferred depending on questions or comments from the public meeting. Should Council pass the amending by-law or refuse to pass the by-law, a 20-day appeal period to the Local Planning Appeal Tribunal will apply.

The applicant has submitted an application for Site Plan Control Amendment Approval for the subject lands, with all the supportive studies and plans included. Building permits will be required for each new building.

## **Options:**

1. Approve the zoning by-law amendment as recommended by staff to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m; and acknowledge the withdrawal of the requested amendment to reduce the front yard setback from 6 m to 0m. Staff recommend this option
2. Refuse the requested zoning by-law amendment.

## **Policy Considerations:**

As outlined above.

## **Financial Considerations:**

Not applicable.

## **Meeting Dates:**

1. Council Meeting – September 9, 2024
2. Public meeting and decision of Council – September 23, 2024 – If comments are received and additional information is requested from staff, Council can defer a decision on the application to a future Council meeting.

## **Consultation:**

The zoning by-law amendment application was circulated to the County of Renfrew, Renfrew County District School Board, Renfrew County Catholic District School Board, Conseil des Ecole Catholique centre-est, Enbridge Gas, Ontario Power Generation, Hydro One Networks Inc., McNab/Braeside, City of Ottawa, Ministry of Municipal Affairs and Housing, Arnprior Fire Chief, Arnprior Chief Building Official, General Manager of Operations, and CAO for comment.

No comments have been received to date.

## **Documents:**

1. Key Plan
2. Site Plan
3. Email from MTO received by the applicant
4. Planning Justification report submitted by the applicant

## **Signatures**

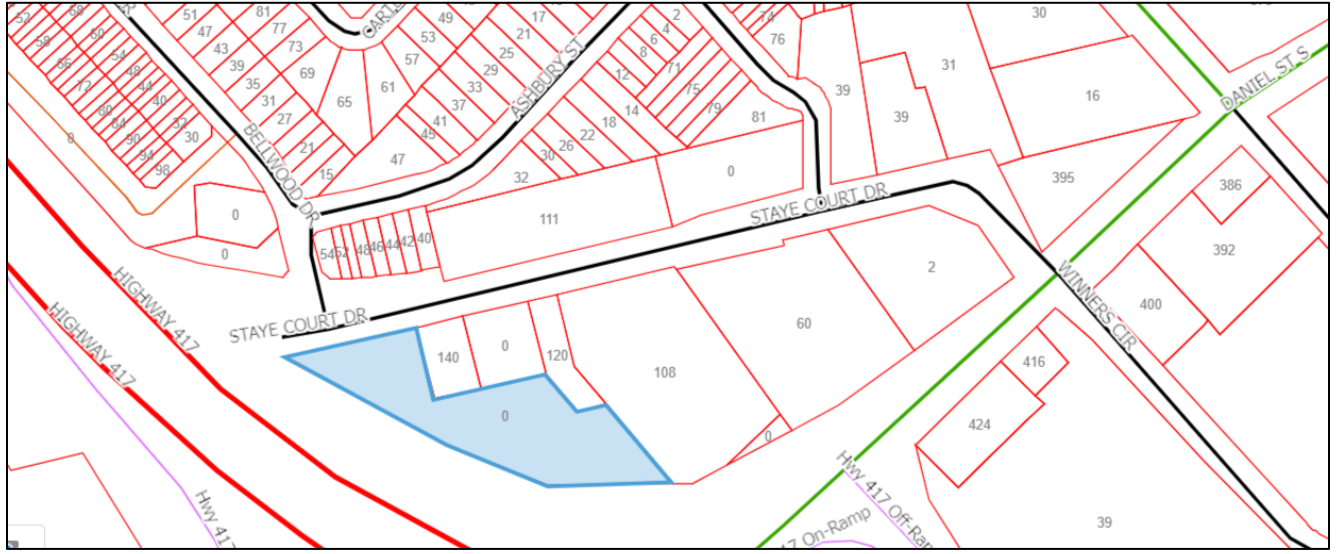
**Reviewed by Department Head:** Alix Jolicoeur

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

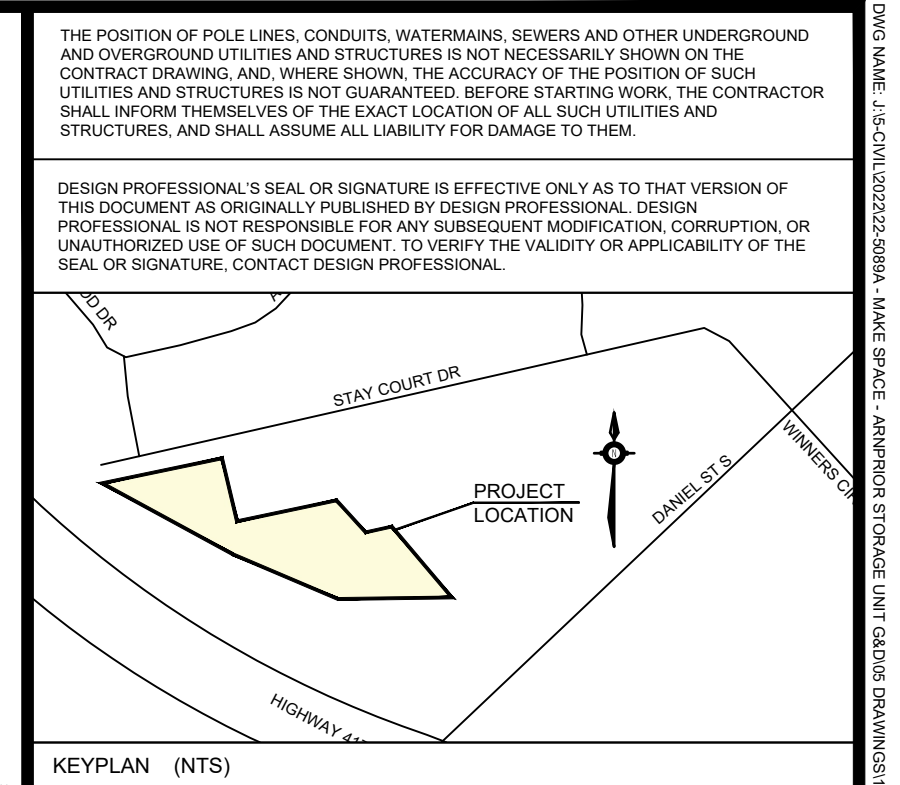
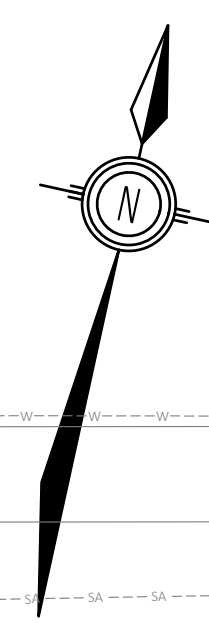
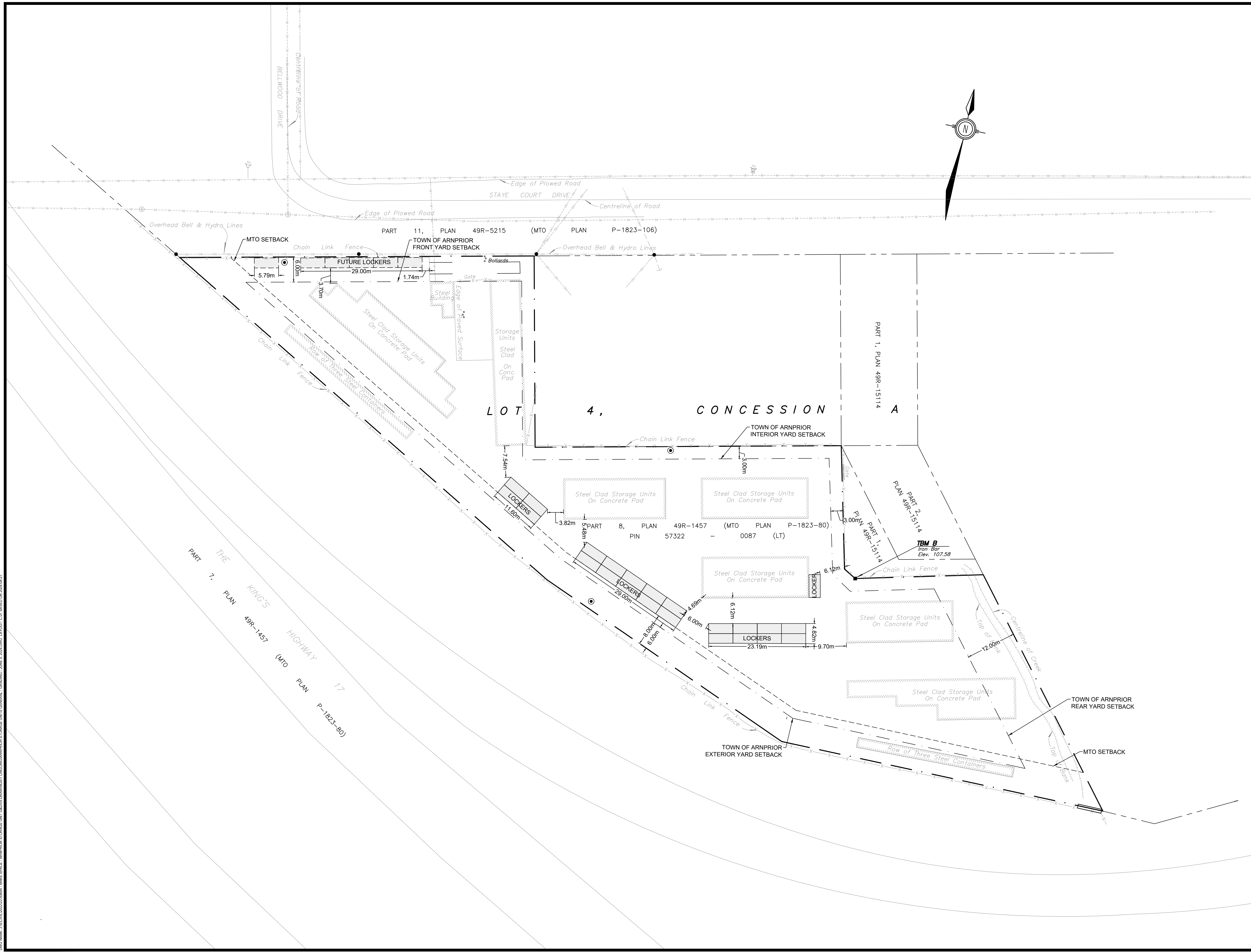
**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Kaila Zamojski

# Document 1 – Key Plan



**Document 2 – Site Plan**



**SITE INFORMATION:**

**LEGAL DESCRIPTION:** PART 8 OF LOT 4, CONCESSION A, GEOGRAPHIC TOWNSHIP OF ARNPRIOR, TOWN OF ARNPRIOR, COUNTY OF RENFREW

**INFORMATION TAKEN FROM:** ADAM MASZKOWSKI SURVEYING LTD. PLAN OF SURVEY PLAN 22-2011

**SUBJECT LANDS ZONING:** BY-LAW 08-04-391 MIXED USE COMMERCIAL/EMPLOYMENT - MU-CE

**ZONING INFORMATION:**

MU-CE MIXED USE-COMMERCIAL/EMPLOYMENT		
LOT AREA	MIN. 1856 sq. m.	ACTUAL - 9,459 sq. m.
LOT FRONTAGE	MIN. 30.0 m.	ACTUAL - 94.7 m.
FRONT YARD SETBACK	MIN. 6.0 m.	
SIDE YARD	MIN. 0.0 m.	
BUILDING HEIGHT	MAX. 14.0 m.	

**SITE DATA:**

GROSS SUBJECT LOT AREA	9,459 sq. m. (101,815 sq. ft.)
BUILDING AREA	= 2594 sq. m. (27,921 sq. ft.) / 27.4%

**TOTAL BUILDING COVERAGE:** = 2594 sq. m. (27,921 sq. ft.) / 27.4%

**EXISTING ASPHALT SURFACES:** = 6029 sq. m. (64,895 sq. ft.)

**EXISTING GRAVEL SURFACES:** = 451 sq. m. (4,854 sq. ft.)

**TOTAL ASPHALT/GRAVEL SURFACES:** = 6480 sq. m. (69,750 sq. ft.) / 68.5%

**LANDSCAPED / UNDEVELOPED AREAS:** = 205 sq. m. (2,208 sq. ft.) / 2.17%

**PARKING REQUIREMENTS:**

2.7m W. x 5.5m LG. (MINIMUM SPACE)

OUTDOOR STORAGE USE (1/100th OFFICE) = 1 SPACE

PARKING PROVIDED = 2 SPACES

No.	DATE	BY	REVISION COMMENTS
2	2024-06-17	SA	RE-ISSUED FOR SITE PLAN APPLICATION
1	2023-01-23	SA	ISSUED FOR SITE PLAN APPLICATION

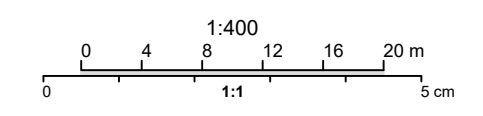


**ARNPRIOR STORAGE UNITS G&D**  
**ARNPRIOR, ONTARIO**  
 ~  
**SITE PLAN**

**Jp2g Consultants Inc.**  
 ENGINEERS • PLANNERS • PROJECT MANAGERS  
 12 INTERNATIONAL DRIVE, PEMBROKE, ON  
 Phone: (613) 282-2507, Fax: (613) 282-4513  
 1150 MORRISON DRIVE, SUITE 410, OTTAWA, ON  
 Phone: (613) 828-7800, Fax: (613) 828-2600

Jp2g Project No.: 22-5088A 16 EDWARDS STREET SOUTH, UNIT 538, ARNPRIOR, ON

CLIENT No.: 22-5088A	SCALE: H=1:400, V=1:50
DESIGNED: AF	
DRAFTED: AF	
CHECKED: SA	
APPROVED: SA	



**CO.1**

**Document 3 – Email from MTO received by the applicant**

## Stephen Arends

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**From:** HCMS-Do-Not-Reply <HCMS@ontario.ca>  
**Sent:** April 2, 2024 2:10 PM  
**To:** Stephen Arends  
**Subject:** MTO Highway Corridor Management Response to Pre-consultation Request 2024-42O-000093 Submitted on March 20, 2024/Réponse à la demande de consultation préalable au Bureau de gestion des couloirs routiers du MTO no 2024-42O-000093 soumise le 20 mars 2024

You don't often get email from hcms@ontario.ca. [Learn why this is important](#)

**\*\*EXTERNAL EMAIL\*\*** Please use caution.

Please see the response below to the Pre-consultation request you submitted on March 20, 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

If you have any questions, please contact:

**Employee to whom the Pre-consultation has been assigned to for review:**

**Robert Cole**

Phone: 613 202 1786

Email: Robert.Cole@ontario.ca

Ministry of Transportation  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Please retain this email for your records.

Thank You,  
Highway Corridor Management  
Ministry of Transportation of Ontario  
<https://www.hcms.mto.gov.on.ca>

Please note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

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Veillez voir la réponse ci-dessous à la demande de consultation préalable soumise le 20 mars 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.



If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

Si vous avez des questions, veuillez communiquer avec:

**Nom de l'employée ou de l'employé à qui la demande de consultation préalable a été soumise :**

**Robert Cole**

Téléphone : 613 202 1786

Adresse de courriel : Robert.Cole@ontario.ca

Ministère des Transports  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Veuillez conserver ce courriel pour vos dossiers.

Cordialement,  
Gestion des couloirs routiers  
Ministère des Transports de l'Ontario  
<https://www.hcms.mto.gov.on.ca>

Veuillez noter ce qui suit : Ce courriel est envoyé à partir d'une adresse servant uniquement à l'envoi d'avis qui ne peut accepter de courriels entrants. Veuillez ne pas répondre à ce message.

**Document 4 – Planning Justification report submitted by the applicant**

# Planning Justification Report

## Final

Make Space Storage – Arnprior Inc.  
150 Staye Court Drive, Arnprior, ON

August 19, 2024

Jp2g Project # 22-5089A





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### Appendices

Appendix 1 Site Plan

Appendix 2 Site and Surrounding Land Uses Map

Appendix 3 Schedule “A” to the Town of Arnprior Official Plan

Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning

Appendix 5 Correspondence from the Ministry of Transportation



## Author and Review Panel

### Prepared by:

A handwritten signature in black ink that reads 'Janine Cik'.

Janine Cik, B.A. (Hons.)  
*Junior Planner*

### Reviewed and Approved by:

A handwritten signature in black ink that reads 'A Hommik'.

Anthony Hommik, MCIP, RPP  
*Manager – Planning Services | Senior Planner*



## 1 Purpose and Approach

This report has been prepared to provide planning justification for an application for Zoning By-law Amendment on behalf of Make Space for the lands municipally known as 150 Staye Court Drive in the Town of Arnprior. The purpose of this application is to re-zone the subject lands from Mixed Use-Commercial/Employment (MU-CE) to Mixed Use-Commercial/Employment-Exception (MU-CE-x) to permit the development of 29 moveable storage units with reduced setbacks from the front yard lot line and the Provincial Highway right-of-way.

This report includes a description of the subject lands and surrounding area, as well as an assessment of the application in accordance with the applicable provisions of the Provincial Policy Statement, 2020 (PPS), the County of Renfrew Official Plan, the local Official Plan for the Town of Arnprior, and the Town of Arnprior Zoning By-law No. 6875-18.

## 2 Site and Surrounding Area

The proposed development is located within Lot 4, Concession A, in the Geographic Township of McNab, now in the Town of Arnprior. The subject lands are located south of Staye Court Drive and northwest of the intersection of Staye Court Drive and Daniel Street South. The property is irregularly shaped, comprising an area of approximately 0.94 hectares (2.32 acres) with approximately 82 metres of frontage on Staye Court Drive. The subject lands are developed as a commercial self-storage facility and contain seven existing rows of steel-clad storage units, various outbuildings, and an office, as shown in Appendix 1 Site Plan.

The site is located in an area mostly developed with commercial and industrial uses, with some residential development located north of Staye Court Drive. Appendix 2 Site and Surrounding Land Uses Map, shows the location of the subject lands and the surrounding context. The surrounding land uses are as follows:

- North: Lands immediately north of the subject lands include open space and residential neighbourhoods. The Country Squire Motel is located northeast of the lands along Staye Court Drive.
- South: Highway 417 is located directly south, with commercial and industrial uses opposite the highway along White Lake Road.
- East: A mixture of commercial and light industrial uses along Staye Court Drive are located directly east, including the Arnprior Transmission shop, Peavey Mart, and Tim Hortons.
- West: Lands immediately west include Highway 417 and a mixture of open space and residential neighbourhoods opposite the highway along Russett Drive.

## 3 Proposed Development

### 3.1 Proposal Overview

As noted above, the proposed Zoning By-law Amendment would facilitate the development of 29 moveable storage units on the subject lands with a reduced setback to the Provincial Highway right-of-way and the front yard lot line.

It is recognized that 23 of the 29 proposed units are currently located along the property line to the south facing Highway 417, while the remaining 6 are proposed to be located along the property line to the northwest facing Staye Court Drive, as shown in Appendix 1 Site Plan. The application seeks to legalize the 23 moveable self-storage units that are currently situated on the lands and permit an additional 6 commercial self-storage units on the subject lands. The 29 moveable storage units are effectively shipping containers with dimensions of 5.8 metres (L) x 2.4 metres (W), along with a height of 2.4 metres. The proposed development would be appropriate for the site and is not anticipated to generate any excess noise, odour, or traffic that would adversely impact the commercial uses to the east or the residential neighbourhoods to the north.



A concurrent application for Site Plan Control was filed on June 17<sup>th</sup>, 2024 (file number not yet assigned). Several studies and reports were also submitted in support of the Site Plan Control application, including a Servicing and Stormwater Management Report, a Grading and Drainage Plan, and a Fire Route Plan.

## 4 Provincial Policy Statement (PPS) 2020

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

### 4.1 Healthy, Liveable and Safe Communities (Section 1.1.1)

Section 1.1.1 of the PPS states that healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;
- h) promoting development and land use patterns that conserve biodiversity; and
- i) preparing for the regional and local impacts of a changing climate.

The subject property is within the settlement area of Arnprior and is fully serviced by municipal infrastructure including water, sewers, and roads. The proposed development of 29 moveable self-storage units will not require any expansion to existing infrastructure. The proposed expansion of storage units will continue to service the surrounding neighbourhood, such as residential and local businesses, who require off-site storage facilities. The proposed development is outside of a natural heritage area and does not pose any risks to human health and safety associated with the site, as it is recognized that there will still be more than sufficient room for any emergency vehicles to access the site should that be required in the future.

### 4.2 Settlement Areas (Section 1.1.3)

The subject lands are within a "Settlement Area," which is defined by the PPS as: "urban areas and rural Settlement Areas, and include cities, towns, villages and hamlets". The PPS further explains that Settlement Areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

PPS policy 1.1.3.1 states that Settlement Areas shall be the focus of growth and development. Policy 1.1.3.2 provides the criteria for land use patterns within Settlement Areas. The proposed development is designed in accordance with the applicable policies in Section 1.1.3.2 as follows:

- The proposal represents an efficient use of land and resources (1.1.3.2(a)).
- The proposal will efficiently use existing municipal infrastructure and will not require any expansion to the municipal infrastructure (1.1.3.2(b)).

The proposed development is considered appropriate for the immediate neighbourhood which maintains a range of commercial and light industrial land uses along Stave Court Drive. The proposal efficiently maximizes the development potential of the site while remaining compatible with the surrounding area and utilizing the existing infrastructure in place.

In summary, the proposed amendment is consistent with the Provincial Policy Statement.

## 5 Town of Arnprior Official Plan

### 5.1 Mixed Use Commercial/Employment Area Designation

The subject lands are designated Mixed Use Commercial/Employment Area on Schedule “A” to the Town of Arnprior Official Plan as shown in Appendix 3 Schedule “A” to the Town of Arnprior Official Plan. The objectives of this designation are as follows:

- a) Provide for the development of retail uses that primarily have large floor areas in high traffic areas that have been comprehensively planned;
- b) Maintain and enhance the function of these commercial areas in the Town that serve a large market as major multi-use, multipurpose commercial areas;
- c) To encourage the consolidation, intensification and expansion of major commercial uses and to encourage the redevelopment of existing major commercial uses to foster a more pedestrian oriented environment;
- d) Provide for orderly, phased redevelopment of existing single use commercial areas into multi use commercial areas that accommodate complementary retail, service, and office employment uses;
- e) Provide locations for light industrial uses that do not require large buildings or sites;
- f) Provide locations for start up uses and other uses that require a variety of site and building configurations;
- g) Provide opportunities for redevelopment and the evolution of traditional industrial uses into higher quality service commercial and office uses in mixed-use buildings;
- h) Provide opportunities for businesses offering complementary services to locate in close proximity to each other; and
- i) Protect these commercial areas from incompatible residential uses.

Section C5.6 provides policies for development and redevelopment in the in the Mixed Use Commercial/Employment Area designation and state that the Town must be satisfied that:

- a) Adequate on-site parking facilities are provided for the development with such parking being provided in locations that are compatible with surrounding land uses;
- b) Every effort has been made to provide motor vehicle access to the lot from an abutting street where possible, without unduly creating traffic infiltration issues in the surrounding area;
- c) Vehicular access points to multiple uses on the lot are coordinated and consolidated where possible;
- d) The development will have minimal impacts on adjacent properties in relation to grading, drainage, access and circulation, and privacy;
- e) Any loading and storage facilities that are provided are buffered so as to minimize disruption and the enjoyment of neighbouring residential properties;
- f) Improvements to the streetscape, such as soft landscaping, lighting fixtures, benches and public art, are part of the overall project design;





- g) New buildings are designed to present their principal building facades with an appropriate building design that faces the public road;
- h) Barrier free access for persons using walking or mobility aids are provided in all public and publicly accessible buildings and facilities and along major pedestrian routes;
- i) All lighting will be internally oriented so as not to cause glare on adjacent properties or public roads;
- j) Site and building services and utilities such as waste storage facilities, loading, air handling equipment, hydro and telephone transformers and switching gears and metering equipment, are located and/or screened from public roads and adjacent residential areas or other sensitive land uses, in order to buffer their visual and operational effects; and
- k) Waste storage areas are integrated into the principal building on the lot and where waste storage areas are external to the principal building, they are enclosed and not face a public road.

The Mixed Use Commercial/Employment Area also states that all development is subject to Site Plan Control in accordance with Section F4 of the Official Plan.

The proposed development would provide for an expansion to the number of self-storage units on the subject lands and would not impact any surrounding residential uses. Self-storage, by its very nature, is a low traffic, low impact use. The proposed new storage units would have minimal visual impact as observed from the pedestrian realm, as it is recognized that the majority of new storage units proposed (i.e., 23 of 29 units) would be facing south and oriented towards Highway 417 and therefore well screened from view along Stave Court Drive. Moreover, the proposed 6 storage units that would be located towards the front of the property placed in an orderly manner along the existing fence, serve as an additional visual buffer from the existing development on the subject lands.

As previously noted, a Servicing and Stormwater Management Plan were prepared and submitted in June of 2024. The report concluded that no negative impacts on adjacent lands or downstream watercourses would occur as a result of the proposed development. An application for Site Plan Control in accordance with the policies stipulated in Section F4 of the Official Plan has been submitted concurrently with the subject zoning by-law amendment application, demonstrating compliance with the above policy.

## 5.2 Summary

The proposed zoning by-law amendment complies with the relevant policies of the Official Plan for the Town of Arnprior and will have the effect of facilitating appropriate expansion of the existing commercial uses on the subject lands.

## 6 Town of Arnprior Zoning By-law No. 6875-18

The subject lands are zoned Mixed Used-Commercial/Employment on Schedule "A" to Town of Arnprior Comprehensive Zoning By-law No. 6875-18 as shown in Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning. Commercial self-storage is recognized as a permitted use in the MU-CE zone.

A zoning by-law amendment will be required to reduce the required Provincial Highway setback in section 4.15.1 from 14 metres to 8 metres and to reduce the required front yard setback in section 7.6 from 6 metres to 0 metres. The proposed development will otherwise comply with all other relevant provisions in the MU-CE zone.

With respect to the proposed reduction to the Provincial Highway setback, the Ministry of Transportation (MTO) provided written confirmation in April 2024 that their office has no concerns with the reducing the required setback from 14 metres to 8 metres for the proposed development, as shown on Appendix 5 Correspondence from the Ministry of Transportation. Given that the required 14 metre Provincial Highway setback is to protect the interests of MTO, it is appropriate in our opinion to proceed in accordance with the direction received from their office. Further, no impact on emergency access is anticipated, as the proposed development would still



leave a sufficient amount of space on site for emergency vehicles to access any buildings or structures, as demonstrated in the aforementioned Fire Route Plan.

In terms of the proposed reduction to the required front yard setback, it is recognized that the intent of this provision is to ensure compatibility between surrounding land uses, including visual appearance from the public realm and the protection of character for the surrounding neighbourhood. As noted above, the subject lands are located in an area mostly developed with commercial and industrial uses, including the Arnprior Transmission shop immediately east. There exist structures on neighbouring properties that also appear to have minimal setbacks from the property line abutting Stave Court Drive. Additionally, the property is located at the end of Stave Court Drive and is not visible to those who may be travelling along Daniel Street.

It is also important to note that the 6 units which would have a proposed front yard setback of 0 metres would not be directly abutting the street or any existing walkways, as it is recognized that the boulevard between the property line and Stave Court Drive extends approximately 8 metres from the property line to the closest point of the gravel shoulder. Therefore, the proposed development is not anticipated to have a significant impact on visual appearance from the street.

## 7 Conclusions and Recommendations

The proposed application for Zoning By-law Amendment has been reviewed against the policies contained in the PPS, the Town of Arnprior Official Plan and the standards in the Town of Arnprior Comprehensive Zoning By-law. The analysis contained in this report demonstrates that the requested application is in the public interest and represents good planning for the following reasons:

- The proposed development is consistent with the Provincial Policy Statement.
- The proposed development conforms to the Town of Arnprior Official Plan.
- The Ministry of Transportation has indicated their support for reducing the required Provincial Highway setback from 14 metres to 8 metres (Appendix 5).
- The proposed additional units will be imperceptible from the public realm and is not anticipated to have any adverse impact on the existing character of the neighbourhood.
- The proposed development will serve to enhance the functionality, utility, long-term use, and operations of the subject lands.
- The proposed development will not require any expansion to existing infrastructure.
- The proposed new storage units are supported by all technical reports and studies submitted concurrently with the application for Site Plan Control.

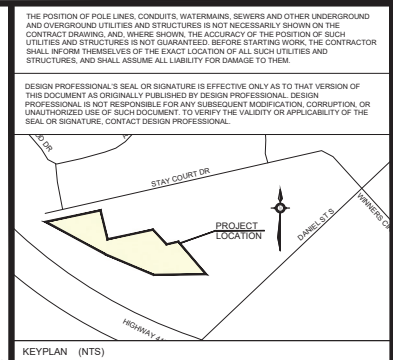
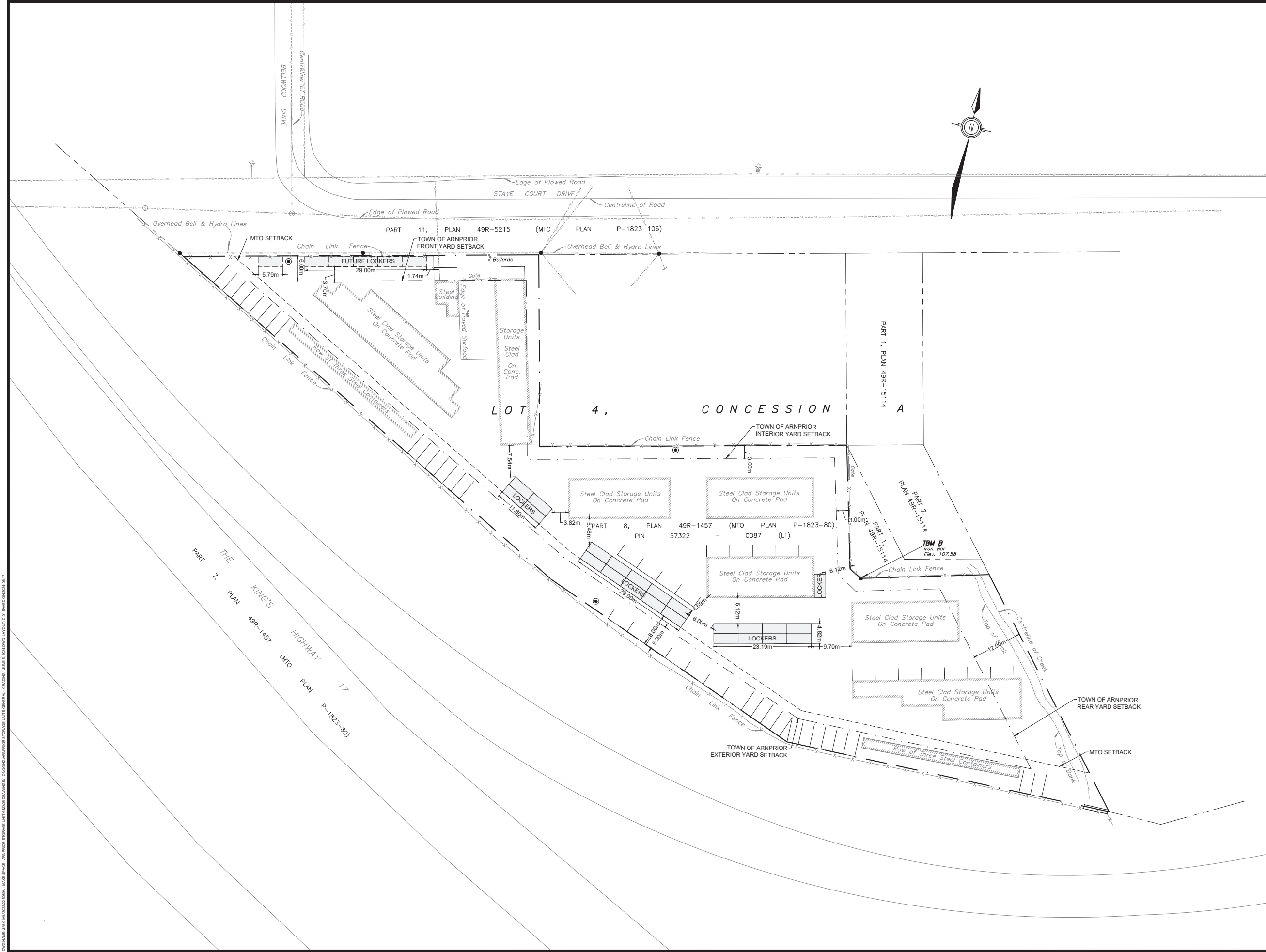
Based on these conclusions, it is our opinion that the subject application for Zoning By-law Amendment constitutes good planning and should be approved.

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End of report.



## Appendix 1 Site Plan



**SITE INFORMATION:**

**LEGAL DESCRIPTION:**  
PART 8 OF LOT 4, CONCESSION A, GEOGRAPHIC TOWNSHIP OF ARNPRIOR, TOWN OF ARNPRIOR, COUNTY OF RENFREW

**INFORMATION TAKEN FROM:**  
ADAM KASPRZAK SURVEYING LTD., PLAN OF SURVEY PLAN 22-2011

**SUBJECT LANDS ZONING:**  
BY-LAW 06-03-01 MIXED USE COMMERCIAL EMPLOYMENT - MU-CE

**ZONING INFORMATION:**

MU-CE MIXED USE COMMERCIAL EMPLOYMENT		
LOT AREA	MIN. 1858 sq.m.	ACTUAL - 9459 sq.m.
LOT FRONTAGE	MIN. 30.0 m.	ACTUAL - 84.7 m.
FRONT YARD SETBACK	MIN. 6.0 m.	
SIDE YARD	MIN. 6.0 m.	
BUILDING HEIGHT	MAX. 14.0 m.	

**SITE DATA:**

GROSS SUBJECT LOT AREA	9,459 sq.m. (101,815 sq.ft.)
BUILDING AREA	= 2994 sq.m. (27,921 sq.ft.) / 27.4%

**TOTAL BUILDING COVERAGE:** = 2994 sq.m. (27,921 sq.ft.) / 27.4%

**EXISTING ASPHALT SURFACES:** = 6029 sq.m. (64,895 sq.ft.)

**EXISTING GRAVEL SURFACES:** = 451 sq.m. (4,854 sq.ft.)

**TOTAL ASPHALT/GRAVEL SURFACES:** = 6480 sq.m. (69,750 sq.ft.) / 68.5%

**LANDSCAPED / UNDEV. AREAS:** = 205 sq.m. (2,206 sq.ft.) / 2.17%

**TOTAL LOT AREA:** 9,459 sq.m. 100%

**PARKING REQUIREMENTS:**  
2.7m W. x 5.5m LG. (MINIMUM SPACE)  
OUTDOOR STORAGE USE (130m<sup>2</sup> OFFICE) = 1 SPACE  
PARKING PROVIDED = 51 SPACES

No.	YYYY-MM-DD	BY	REVISION COMMENTS
2	2024-06-17	SA	RE-ISSUED FOR SITE PLAN APPLICATION
1	2023-01-23	SA	ISSUED FOR SITE PLAN APPLICATION



**ARNPRIOR STORAGE UNITS G&D  
ARNPRIOR, ONTARIO**

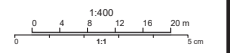
**SITE PLAN**

**Jp2g Consultants Inc.**  
ENGINEERS • PLANNERS • PROJECT MANAGERS

12 INTERNATIONAL DRIVE, PEMBROKE, ON  
Phone: (613) 735-2507, Fax: (613) 735-4513  
1150 MORRISON DRIVE, SUITE 410, OTTAWA, ON  
Phone: (613) 828-7500, Fax: (613) 828-2900

Jp2g Project No.: 22-5089A 16 EDWARDS STREET SOUTH UNIT 538, ARNPRIOR, ON

CLIENT No.: 22-5089A	SCALE: H=1:400, V=1:50
DESIGNED: AF	
DRAFTED: AF	
CHECKED: SA	
APPROVED: SA	



**CO.1**

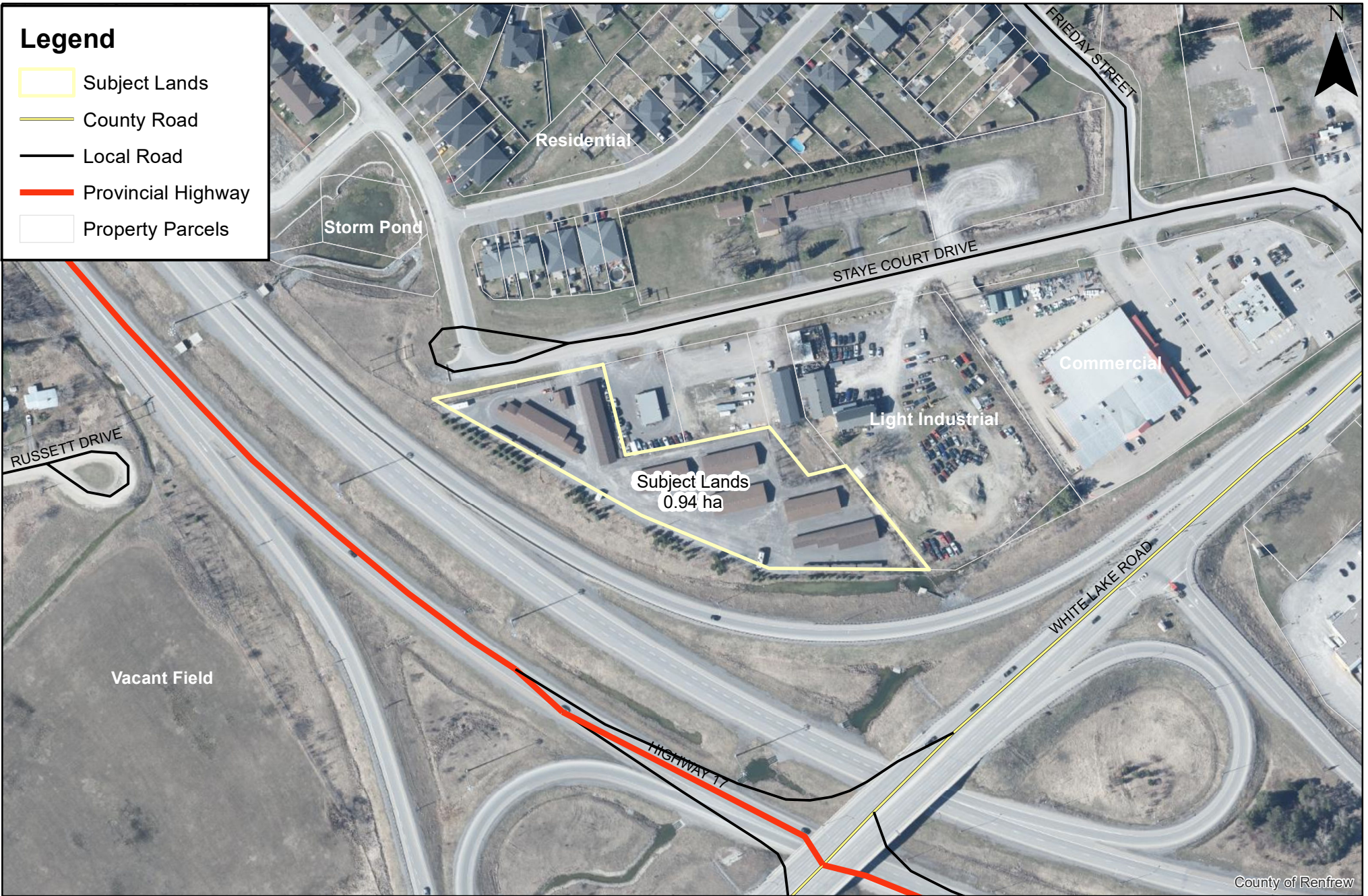
PROJECT NAME: J:\SITE\2022\22089A - MAKE SPACE - ARNPRIOR STORAGE UNITS G&D\DRAWINGS\GENERAL\GENERAL - GRADING - JUNE 5, 2024.DWG LAYOUT: C:\I\ARND\240617.dwg



## Appendix 2 Site and Surrounding Land Uses Map

# Legend

- Subject Lands
- County Road
- Local Road
- Provincial Highway
- Property Parcels



Project No. 22-5089A  
Prepared by: JC  
Reviewed & Approved by: AH  
Date: August 2024

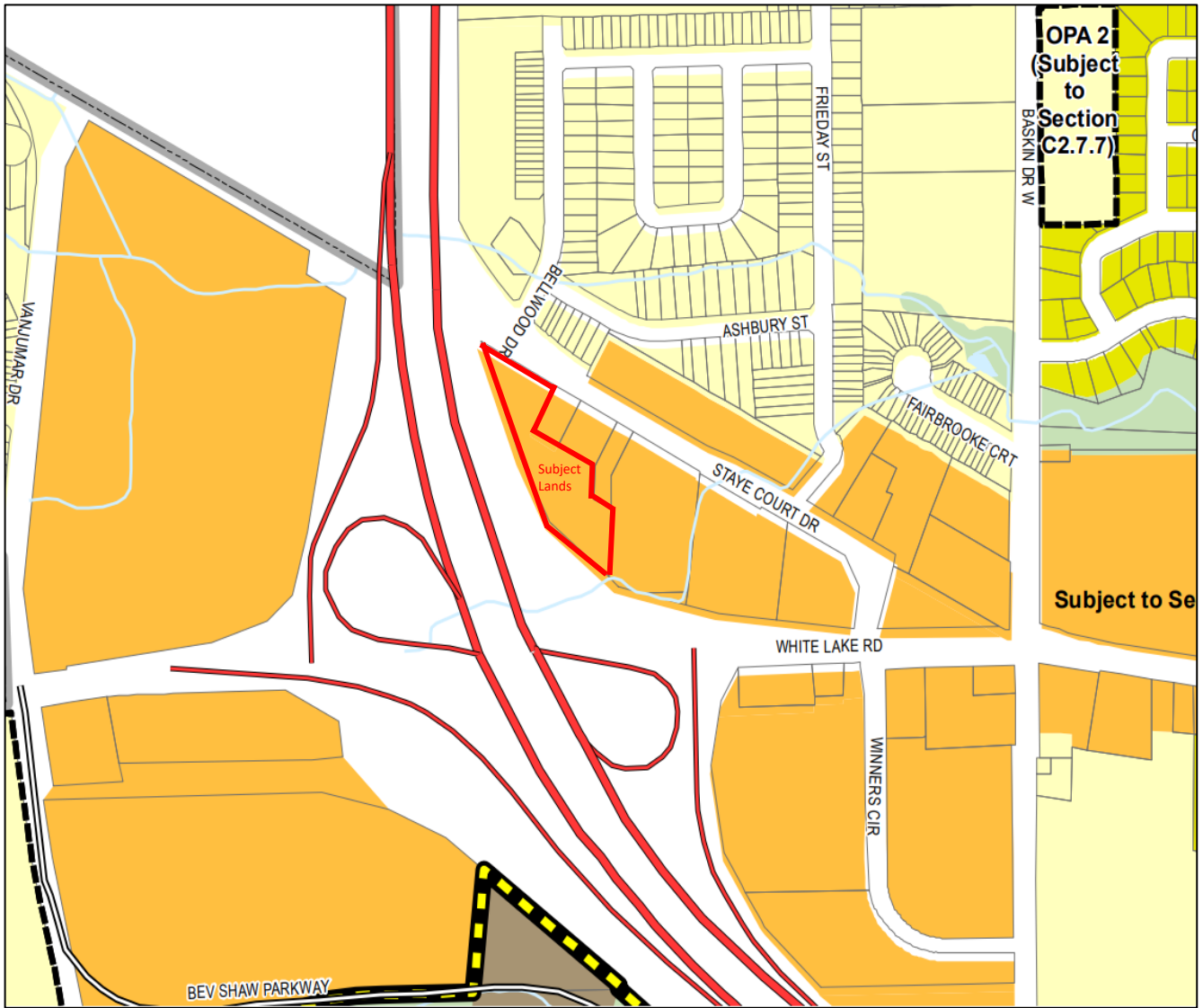
## Site and Surrounding Land Use

0 40 80 160 Meters

1:2,500



## Appendix 3 Schedule “A” to the Town of Arnprior Official Plan

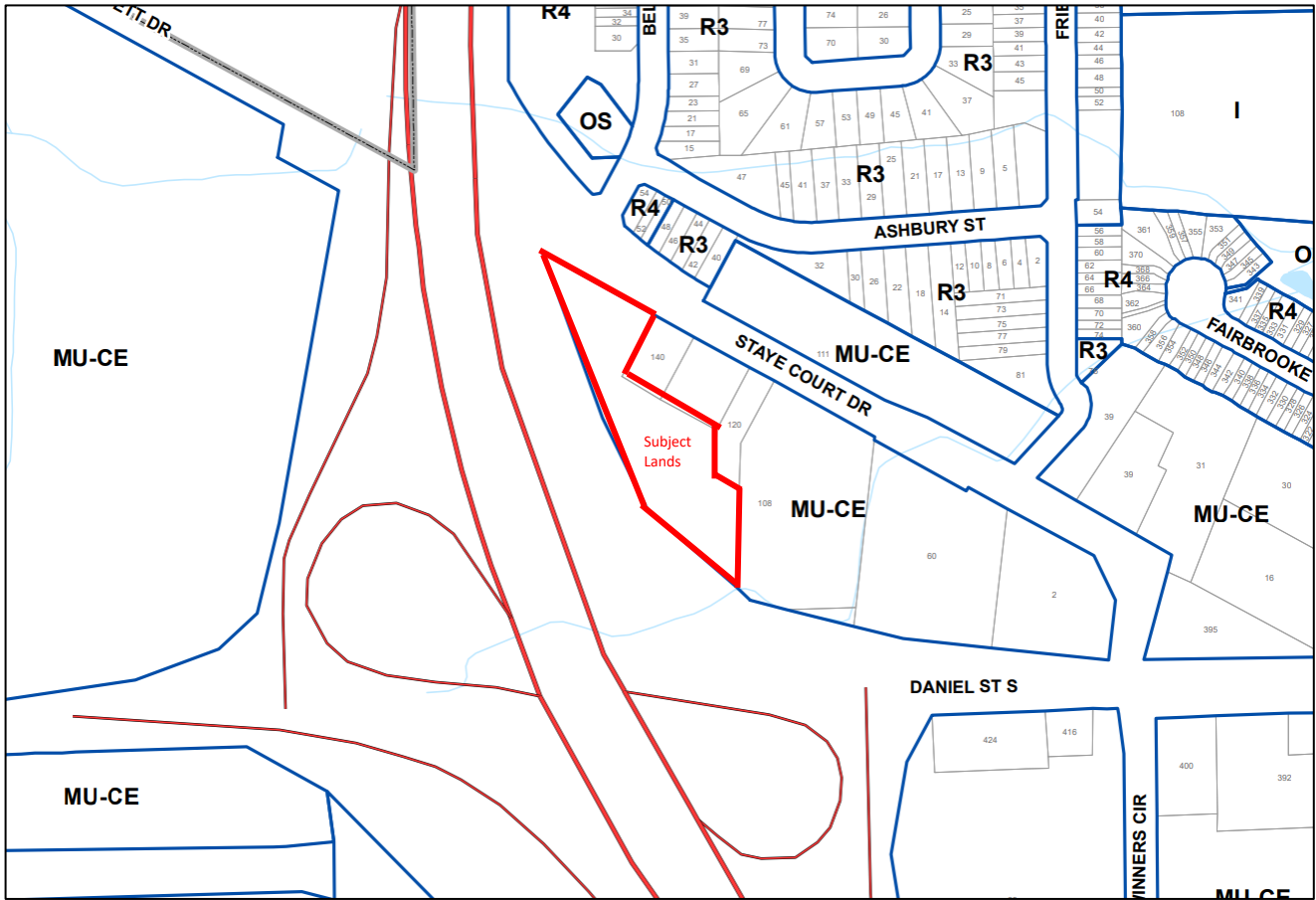


RAILWAY	DOWNTOWN AREA	AIRPORT AREA
Highway 417	MIXED USE RESIDENTIAL / COMMERCIAL AREA	PARKS AND OPEN SPACE AREA
MUNICIPAL BOUNDARY	MIXED USE COMMERCIAL / EMPLOYMENT AREA	ENVIRONMENTAL PROTECTION AREA
WATERFRONT DEVELOPMENT STUDY AREA	ESTABLISHED RESIDENTIAL AREA	ENVIRONMENTAL PROTECTION AREA - WETLANDS
AIRPORT STUDY AREA	LOW / MEDIUM DENSITY RESIDENTIAL AREA	
	EMPLOYMENT AREA	





## Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning



A-D	Airport	OS	Open Space
D-CR	Downtown - Commercial/Residential	R1	Residential One
EMPL	Employment	R2	Residential Two
EP	Environmental Protection	R3	Residential Three
FD	Future Development	R4	Residential Four
I	Institutional	T-U	Transportation/Utilities
MU-CE	Mixed Use - Commercial/Employment		Floodplain Overlay
MU-RC	Mixed Use - Residential/Commercial		



## Appendix 5 Correspondence from the Ministry of Transportation

## Stephen Arends

---

**From:** HCMS-Do-Not-Reply <HCMS@ontario.ca>  
**Sent:** April 2, 2024 2:10 PM  
**To:** Stephen Arends  
**Subject:** MTO Highway Corridor Management Response to Pre-consultation Request 2024-42O-000093 Submitted on March 20, 2024/Réponse à la demande de consultation préalable au Bureau de gestion des couloirs routiers du MTO no 2024-42O-000093 soumise le 20 mars 2024

You don't often get email from hcms@ontario.ca. [Learn why this is important](#)

**\*\*EXTERNAL EMAIL\*\*** Please use caution.

Please see the response below to the Pre-consultation request you submitted on March 20, 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

If you have any questions, please contact:

**Employee to whom the Pre-consultation has been assigned to for review:**

**Robert Cole**

Phone: 613 202 1786

Email: Robert.Cole@ontario.ca

Ministry of Transportation  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Please retain this email for your records.

Thank You,  
Highway Corridor Management  
Ministry of Transportation of Ontario  
<https://www.hcms.mto.gov.on.ca>

Please note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

---

Veillez voir la réponse ci-dessous à la demande de consultation préalable soumise le 20 mars 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

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If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

Si vous avez des questions, veuillez communiquer avec:

**Nom de l'employée ou de l'employé à qui la demande de consultation préalable a été soumise :**

**Robert Cole**

Téléphone : 613 202 1786

Adresse de courriel : Robert.Cole@ontario.ca

Ministère des Transports  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Veuillez conserver ce courriel pour vos dossiers.

Cordialement,  
Gestion des couloirs routiers  
Ministère des Transports de l'Ontario  
<https://www.hcms.mto.gov.on.ca>

Veuillez noter ce qui suit : Ce courriel est envoyé à partir d'une adresse servant uniquement à l'envoi d'avis qui ne peut accepter de courriels entrants. Veuillez ne pas répondre à ce message.