

REPORT TO COUNTY COUNCIL

Application for Official Plan Amendment OP 23-01-6 – Town of Ingersoll

To: Warden and Members of County Council

From: Director of Community Planning

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 23-01-6, initiated by the Town of Ingersoll, to amend the policies of the Official Plan to incorporate provisions respecting additional residential units within the Town of Ingersoll, in accordance with provincial direction;
2. And further, that Council approve amendment No. 315 to the County of Oxford Official Plan and the necessary by-law be raised.

REPORT HIGHLIGHTS

- The proposed Official Plan Amendment would amend the policies of the Official Plan to facilitate additional residential units (ARUs) in the Low Density Residential Designation and Entrepreneurial Districts within the Town of Ingersoll where residential uses are already permitted, subject to meeting various criteria.
- Planning staff recommend that the application be approved to implement the changes introduced to the Planning Act through Bill 23 and Bill 97, and to provide an additional housing choice and opportunity for current and future residents in Ingersoll.

IMPLEMENTATION POINTS

The application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained within the Official Plan.

Financial Impact

The approval of this application will have no financial impact beyond what has been approved in the current year's budget.

Communications

The Town of Ingersoll has initiated an amendment to the Official Plan to implement policies to facilitate the development of additional residential units (ARUs).

A drop-in Open House was held on December 14, 2023, for members of the public to ask questions regarding ARUs. Thirteen people attended the session. There were several questions seeking clarification of the Planning Act requirements and the proposed regulations. Concerns that were raised focused on the requirement for a parking space to be provided and whether the provision of parking and other requirements would restrict properties from being eligible for additional units and/or impact the affordability of units.

Notice of Complete Application was published in the Oxford Review on March 2, 2023 and Notice of Public Meeting was published in the Oxford Review on March 7, 2024.

The Council of the Town of Ingersoll held public meetings on March 4, 2024 and April 8, 2024. Ingersoll Town Council recommended support of the Official Plan amendment at their meeting of April 8, 2024 and approved amendments to the Town's Zoning By-law, 'in-principle'.




As of the date of writing the report, Planning staff have received one email regarding the proposal. The email primarily comprised questions for clarification, but also appeared to indicate that the requirement for parking for each ARUs should be eliminated, particularly in the central area of the Town, to increase the number of lots that would be eligible for an ARU, decrease car usage, and improve the affordability of ARUs.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report support the following strategic goals.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.1 – 100% Housed</p> <p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>	<p>Goal 2.2 – Preserve and enhance our natural environment</p>	<p>Goal 3.2 – Collaborate with our partners and communities</p> <p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

Applicant: Town of Ingersoll
130 Oxford Street (2nd Floor), Ingersoll ON N5C 2V5

Location:

The proposed Official Plan Amendment would apply broadly to all lands within the Town of Ingersoll.

County of Oxford Official Plan:

The proposed amendments to the Official Plan will modify the policies for Low Density Residential areas and the Entrepreneurial District designation to facilitate Additional Residential Units.

Town of Ingersoll Zoning By-Law 04-4160:

The proposed amendments to the Town’s Zoning By-Law will amend the following sections of the Zoning by-law:

- Section 4 – Definitions – to add a definition of an ARU and Principal Dwelling, and amend the definitions of Converted Dwelling and Dwelling Unit Area;
- Section 5 – to add new General Provisions respecting ARUs and Converted Dwellings; and,

- Sections 6.1, 7.1, 8.1, and 11.1 – to add ARUs as a permitted use in various zones that permit residential uses.

Proposal:

Applications to amend the Official Plan and the Town of Ingersoll Zoning By-law have been initiated to facilitate the development of additional residential units (ARUs) throughout the Town of Ingersoll.

The Planning Act, as amended, requires municipalities to permit two ARUs on ‘any parcel of urban residential land’ (meaning a parcel of land within an area of settlement on which a residential use, other than an ancillary residential use, is permitted by by-law and that is served by municipal water and wastewater services) that contains a single detached, semi-detached or row house dwelling.

The Planning Act requires that up to two ARUs may be located within the principal dwelling on a lot, or one ARU could be located within the principal dwelling and/or one ARU within a detached accessory building.

The general intent of the proposed amendment to the Official Plan policies is to ensure consistency with the current Provincial direction on ARUs, while also establishing appropriate review criteria to inform and support the development of appropriate zoning provisions for the Town. The proposed approach will also allow the Town to utilize other local implementation measures, such as licensing, servicing standards, and property standards, where deemed to be appropriate.

Comments

2020 Provincial Policy Statement

The policies of Section 1.1 of the Provincial Policy Statement direct that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for the planning period. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.

The 2020 amendments to the PPS introduced a number of new and updated policies intended to increase the supply and mix of housing, including:

- Requiring that a range of housing options and densities be planned for in order to meet projected housing demand;
- Added references to the terms ‘affordable’ and ‘market-based’ in the policies pertaining to the determination of housing need;
- Requiring that planning decisions be aligned with local housing and homelessness plans; and,
- Adding specific references to the term ‘additional residential units’ in the housing policies.

The term 'additional residential units' is specifically referenced in two sections of the PPS (Sections 1.1 and 1.4). However, the following policies are the most relevant in terms of providing direction on Provincial expectations:

Section 1.4 – Housing, which states that Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by permitting and facilitating all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3.

The PPS does not include a definition of Additional Residential Unit, but includes reference to the term within the definitions of 'Housing Options' and 'Residential Intensification'.

The above noted PPS policies generally require that municipalities provide for a range and mix of housing options and densities to meet projected need in appropriate locations by permitting and facilitating all types of residential intensification, including additional residential units. However, this direction also needs to be balanced with various other PPS policies pertaining to such matters as the protection of prime agricultural areas and other natural resources, land use compatibility, consideration of natural and man-made hazards, ensuring development is appropriately serviced, and directing growth and development to settlement areas.

Official Plan

The policies of the Official Plan that are specifically related to Ingersoll do not currently contain policies that specifically address the current Provincial direction with respect to ARUs. However, the Plan does contain policies that permit Town Council to zone areas or properties to permit single detached, semi-detached and townhouse dwellings to be converted into two residential units and to be converted into more than two units, if a number of criteria can be met, including:

- that the area is characterized by a mixture of dwelling types;
- lot sizes are generally sufficient to accommodate the required parking without detracting from the visual character of the area; and
- the existing dwellings are generally of sufficient size to accommodate the creation of additional dwelling units.

The policies further state that the Zoning By-law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-law may also limit the extent of structural changes or additions that may be permitted. In addition, the policies state that converted dwellings with more than two dwelling units may be subject to site plan control.

The Plan also contains policies with respect to rear yard infilling in residential areas which allow for various forms of residential development in a rear yard including, but not limited to, the construction of a residential structure behind a building facing a street, the conversion of secondary structures for residential purposes and establishment of a granny flat or garden suite.

A number of criteria are provided for evaluating such forms of development, including:

- the nature of the proposed development will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- the exterior layout in terms of height, bulk, scale and layout of the proposed building is consistent with the present land uses in the area;
- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that the effect on light, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street is required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide snow storage; and
- such development may be subject to site plan control.

These existing Official Plan policies currently allow Town Council to zone properties or areas to allow for the establishment of an additional residential unit in a single detached, semi-detached or townhouse dwelling and/or in an ancillary structure on a residential property, in a similar manner to the current Provincial direction on ARUs.

These policies provide the general framework for the incorporation of specific ARU policies into the Official Plan. However, they require further review and amendment to ensure they clearly reflect current Provincial direction on ARUs, including ensuring they specifically reference the term Additional Residential Units and direct that the Area Municipalities must establish Zoning to authorize the use of ARUs in accordance with the applicable Planning Act requirements and Official Plan policies.

Agency Comments

The applications and draft amendments were circulated to agencies for comment on February 7, 2023 and recirculated to Town staff and County Public Works on January 17, 2024.

Upper Thames River Conservation Authority (UTRCA), Town of Ingersoll Engineering and Town of Ingersoll Building Services staff have indicated that they have no comments or concerns with the proposed policies and zoning provisions.

County of Oxford Public Works has indicated that they have no comments or concerns provided that a Form F060 for confirming adequate municipal water and wastewater servicing is submitted and signed off by County Public Works prior to the issuance of a Building Permit for an ARU. This requirement has been included in the proposed zoning provisions and would require Building Services to advise applicants of this requirement.

Planning Analysis

As indicated, the purpose of the application for Official Plan amendment is to broadly permit ARUs in low density residential areas throughout the Town of Ingersoll, in-keeping with the recent legislative changes that have been enacted by the Provincial government.

The proposed amendments are consistent with the Provincial Policy Statement's direction to promote intensification within existing building stock, efficiently use land and resources, provide for an appropriate range and mix of housing types and densities to meet the requirements of current and future residents of the Town by permitting additional units.

The proposed amendments to the Official Plan would predominantly affect the Low Density Residential policies for the Town of Ingersoll as contained in Section 9.2, with some minor amendments to Section 9.3 also proposed to provide references to ARUs in the policies for the Entrepreneurial District. The key elements of the proposed policy amendments include:

- referencing the term 'additional residential units (ARUs)' as a permitted use throughout the relevant Low Density Residential, infill and intensification policies;
- requiring that the Town's Zoning By-law establish specific zoning provisions that must be met to allow ARUs to be established on a lot;
- establishing that ARUs are permitted in single detached, semi-detached and street townhouse dwellings where the Town is satisfied that various development review criteria can be met, such as:
 - maximum of two ARUs per lot (i.e. two ARUs within the principal dwelling or one ARU within the principal dwelling and one in a detached accessory building on the same property);
 - ARUs are to be clearly secondary and subordinate to the principal dwelling and limited in size to maintain affordability and minimize potential impacts on infrastructure and public service facilities;
 - the principal dwelling must have direct, individual vehicular access to a public street;
 - dwellings and lots are large enough to accommodate the ARU and provide for adequate parking, landscaping, and outdoor amenity areas;
 - the existing infrastructure and public service facilities servicing the area are adequate to accommodate the establishment of ARUs;
 - ARUs are not permitted where a lot or dwelling already contains other accessory residential units/uses (e.g. boarding/lodging house, garden suite, converted dwelling unit, bed and breakfast); and,
 - potential impacts on environmental and/or heritage resources and any environmental constraints (e.g. natural or man-made hazards, noise, vibration, emissions, etc.) can be adequately addressed.
- an ARU cannot be severed from the lot containing the principal dwelling; and,
- the Town may consider the use of other supplementary tools and measures to assist in ensuring ARUs are appropriately regulated, including registration and/or licensing, parking regulations, new/updated property standards by-laws, etc.

The proposed Official Plan Amendment can be considered appropriate as it will facilitate permissions for two ARUs per lot (excluding the principal dwelling) within a single detached dwelling, semi-detached dwelling, or townhouse dwelling (or a structure accessory thereto), subject to a number of review criteria to ensure that the ARUs remain appropriately sized, front on public streets and are not located in areas that are subject to natural hazards or servicing constraints.

CONCLUSIONS

Planning staff are of the opinion that the proposed Official Plan Amendment attached to and described in this report is appropriate, complies with and implements the Provincial direction respecting ARUs and Planning staff recommend that County Council approve the proposed revisions to the Official Plan policies that implement Provincial direction regarding ARUs.

SIGNATURES

Report author:

Original signed by _____
Heather St. Clair, MCIP, RPP
Senior Planner

Departmental approval:

Original signed by _____
Gordon K. Hough, RPP
Director

Approved for submission:

Original signed by _____
Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Proposed Policy Changes (track change version)
Attachment 2 – Official Plan Amendment No. 315

Excerpts from County of Oxford Official Plan, Chapter 9.0 Town of Ingersoll Land Use Policies Sections 9.2 Housing and Development and Residential Areas and 9.2.4 Low Density Residential Areas (Pages 9.2-13 - 9.2.15)

9.2.4 Low Density Residential Areas

DESCRIPTION

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including: single detached dwellings, semi detached and duplex dwellings, additional residential units, converted dwellings, quadraplexes, townhouses, and low density cluster *development*.

In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not ~~intended~~ however intended, however, that the full range of housing will be permitted in every individual neighbourhood or *development* and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential areas are identified on Schedule I-2.

DENSITY

The maximum *net residential density* for an individual *development* in the Low Density Residential areas is 30 units per hectare (12 units per acre) and no building shall exceed three stories in height at grade.

Within areas of new Low Density Residential *development*, the minimum overall *net residential density* shall be 15 units per hectare (6 units per acre). Individual *development* proposals may be approved at lower *net residential densities* provided that opportunities are available to achieve the minimum overall density requirement through *development* elsewhere in the Low Density Residential areas. To achieve this density target, Town and County Councils may consider a variety of lot sizes and configurations, the development of low rise multiple units and may consider narrower road widths and private roads within multiple unit condominium developments in areas of new Low Density Residential *development*.

CRITERIA FOR MULTIPLE UNITS

Multiple unit dwellings, such as townhouse and cluster *developments* with internal roads in Low Density Residential areas, will generally be restricted to the following areas:

- sites which abut arterial or collector roads or are situated such that traffic impacts from the site create a minimum disturbance on local streets;
- sites where the topography or other natural features would be best preserved by fewer buildings;
- sites which are close to shopping, recreation, cultural and community facilities.

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Notwithstanding the above criteria, street-oriented multiples such as street townhouses, quadraplexes and converted dwellings may be permitted on local streets.

9.2.4.1 Infill Housing

For the purposes of this Plan, infill housing is defined as the placement of new residential *development* into established built-up areas on vacant or underutilized sites. In order to efficiently utilize the designated residential land and municipal servicing *infrastructure*, infill housing will be supported in Low Density Residential areas. The County Land Division Committee and Town Council will be guided by the following policies when considering proposals for infill *development* in Low Density Residential areas.

9.2.4.1.1 Street Oriented Infill

The introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be consistent with the characteristics of existing *development* on both sides of the same street. In order that street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the Town Council and the County Land Division Committee will ensure that:

- the proposal is consistent-compatible with street frontage, lot area, setbacks and spacing of existing *development* within ~~the immediate residential area~~ area two block area of the same street;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area; and
- the proposal complies with Section 9.2.4.1.4.

EVALUATION
CRITERIA

Amendment No. 207

9.2.4.1.2 Backyard Infill

In Low Density Residential areas, backyard infill *development* may involve ~~the construction of a new residential dwelling unit behind a building facing a street, the conversion of a secondary structures for residential purposes and residential development~~ on lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized or obsolete industrial, commercial or institutional sites.

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Amendment No. 207

Backyard infill may involve the *development* of existing lots ~~of record and/or~~ the creation of new lots by consent. *Additional residential units and garden suites may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Section 9.2.4.3 and Section 10.3.9, respectively.*

Notwithstanding Section 10.3.9, a temporary dwelling, including a garden suite shall not be permitted as a form of backyard infill housing.

EVALUATION
CRITERIA

When considering such proposals, the Town Council and the County Land Division Committee will be guided by Section 9.2.4.1.4 and the following criteria:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area;
- the siting of both buildings and parking areas in relation to the size, configuration and topography of the lot is such that effect on shadowing, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage;
- proposed multiple unit use is consistent with the multiple unit requirements for Low Density Residential areas.

9.2.4.1.3 Infill Subdivision

In addition to the policies of Sections 9.2.4.1.4 and 10.3.3, Subdivision of Land, where infill *development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision Town Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;

PARKING

Adequate off-street parking and outdoor amenity areas will be provided;

HERITAGE

Conversions which result in the preservation and/or upgrading of buildings considered by Town Council to be of architectural or historical significance may be permitted to exceed the density limitations of Low Density Residential areas if the policies of Section 10.3.10 are satisfied;

ENVIRONMENT

The effect of the proposed development on environmental resources and the effect of environmental constraints on the proposed *development* will be addressed and mitigated in accordance with Section 3.2.

9.2.4.3 Additional Residential Units and Converted Dwellings

ADDITIONAL
RESIDENTIAL
UNITS

9.2.4.3.1 Additional Residential Units (ARUs)

The development of *additional residential units* (ARUs) within the Low Density Residential Areas and the Entrepreneurial Districts, shall be encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the low density character of the housing and neighbourhoods comprising such areas.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Town has deemed it to be appropriate based on such considerations as the location, existing level of services and presence of natural hazards and/or other constraints.

To this end, Town Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or street townhouse dwelling or a structure ancillary to such a dwelling where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of up to two units in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- *additional residential unit(s)* shall not generally be permitted on a lot that contains a boarding/lodging house, converted dwelling, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;

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- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling, and, have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling. The Town may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- the principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general architectural character of the principle dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all additional residential units shall generally use the same driveway and parking area as the principal dwelling. New additional driveways will generally not be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupants use and emergency purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not be negatively affect adequate properties;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns will not be created or intensified (e.g. due to proximity to industrial areas or *major facilities*);

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- the location of the proposed *additional residential unit(s)* and related services and outdoor amenity areas shall comply with all other applicable policies including but not limited to: Section 3.2, Environmental Resources Policies, and, Section 3.3, Cultural Resources Policies; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

ADDITIONAL RESIDENTIAL UNITS IN AN ANCILLARY BUILDING

The following additional criteria shall apply to the establishment of an additional residential unit in a structure ancillary to a single detached, semi-detached or street townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for privacy for the occupants of the additional residential unit, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

SEVERANCE

Additional residential units must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

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ZONING

The Town's Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the Town including, but not limited to: lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; parking and access.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features that are permitted (e.g. building additions, doorways, windows, stairways, decks, etc.).

The zoning provisions for *additional residential units* will be implemented through a comprehensive, Town initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the Town may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

9.2.4.3.2 *Converted Dwellings*

CONVERTED DWELLINGS

Within Low Density Residential areas, Town Council may zone areas to permit detached, semi-detached and townhouse dwellings to be converted into two residential units. Town Council may zone areas to permit the conversion of a principal dwelling into up to four dwelling units per lot in accordance with the following criteria:

CRITERIA FOR MORE THAN TWO UNITS

In addition Town Council may zone areas within the Town to permit the conversion of dwellings for up to four dwelling units per building. Areas may be zoned to permit converted dwellings with up to four units on the basis of the following criteria:

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- ~~the area is characterized by a mixture of residential dwelling types including detached, semi detached, townhouse and existing converted dwellings;~~
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are ~~generally~~ sufficient to ~~accommodate the required~~ provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas ~~without detracting from the visual character of the area;~~
- existing dwellings ~~s~~ units are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

NO FURTHER CONVERSION

Where an additional residential unit has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-law will limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-law may also limit the extent of structural additions or changes that would be permitted.

SITE PLAN CONTROL

~~Any converted dwelling with up to four units may be subject to site plan control.~~

SITE DESIGN POLICIES

When considering a specific proposal for multiple unit *development* in the Low Density Residential area, Town Council will be satisfied that the policies of Section 9.2.7 are adequately addressed.

9.2.4.4 Specific Development Policies

In specified areas, the nature, scale, location and design criteria may be varied to meet specific policy objectives or to accommodate the unique characteristics of the area. Low Density Residential area where specific policies apply, in addition to the relevant policies of this section are identified as follows:

9.2.4.4.1 South Ingersoll Secondary Plan Residential Lands

Residential lands that are bounded by Holcroft Street to the north, the Town limits to the east, Highway 401 to the south, and Whiting Street to the west are subject to the following policies:

Amendment No. 64

SITE DESIGN
POLICIES

In addition to the policies of Section 9.2.7, the following policies will apply. These policies will be referred to during the Site Plan Control process to ensure that new *development* and redevelopment are attractive and complement existing *development* in the Central Business District, respect existing *heritage resources* and promote a pedestrian environment.

Town Council will be satisfied that the following objective has been considered:

SPECIAL NEEDS

The needs of the elderly, persons with disabilities and other special needs groups will be adequately accommodated in the design of *development*.

SPECIFIC
DEVELOPMENT
POLICIES

The following policies, in addition to the relevant policies of this section, apply to specific areas within the Central Business District. These specific policies are required to provide guidance for further *development*.

9.3.2.3.1.1 West Side of John Street between Bell Street and Victoria Street

AMENDMENT No. 116

The lands designated Central Business District on the west side of John Street, between Bell Street and Victoria Street as shown on Schedule I-1 shall be developed to a maximum of 21 multiple dwelling units on those lands, being approximately 2,837 m² (30,538.2 ft²) in area.

9.3.2.3.1.2 50 Thames Street South

AMENDMENT No. 230

On those lands described as Lots 19-21, Part Lots 18, 22, & 127, Block 34, Plan 279, in the Town of Ingersoll and located on the west side of Thames St South, south of the Thames River, and municipally known as 50 Thames St South, an indoor self-storage facility may be permitted.

9.3.2.3.1.3 157 Thames Street North

AMENDMENT No. 276

Notwithstanding any policies of the Official Plan to the contrary, a triplex may be permitted on the subject lands without a ground floor commercial component.

9.3.2.3.2 Entrepreneurial District

LOCATION

The boundaries of the Entrepreneurial District are shown on Schedule I-1 and represent the area proposed for a range of commercial and business *development* opportunities through the

County of Oxford Official Plan

conversion of existing residential dwellings and new *development* or redevelopment. Within the Entrepreneurial District the continuation of residential uses is also anticipated. It is intended that *development* in this District will result in a mixture of land uses. Reference should be made to Section 1.5 regarding the interpretation of the boundaries to the Entrepreneurial District on Schedule I-1.

PERMITTED USES IN EXISTING BUILDINGS

Permitted uses in existing buildings within the Entrepreneurial District designation may include but will not be limited to the following:

- residential uses including single-detached dwellings, semi-detached dwellings, additional residential units, converted dwellings, and bed and breakfast establishments, in accordance with the policies of Section 9.2;
- rooming, boarding and lodging houses, converted dwellings and special needs housing in accordance with the policies of Section 9.2.2.4;
- commercial uses including offices, personal services, business supply and services, repair and service shops for, as an example, small appliances as well as clinics and commercial schools;
- small-scale industrial uses including traditional *cottage industry* and associated retail, studios and galleries, limited distribution, fabrication and assembly uses and computer and electronic data processing uses;
- minor institutional uses as provided for in Section 9.4.3;
- residential units in association with a commercial, institutional or business use are also permitted.

It is the intent of this Plan that such uses be located in the existing buildings of the Entrepreneurial District in order to preserve and maintain the character of this area through renovation and recycling of buildings.

The Zoning By-law may limit the range of uses on a particular site.

PERMITTED USES FOR REDEVELOPMENT AND VACANT LANDS

Town Council may give consideration to the *development* of new Low, Medium and High Density Residential uses, business, professional and administrative offices and minor institutional uses in the Entrepreneurial District if they are satisfied that the existing building is not of any architectural significance to merit renovation.

THE COUNTY OF OXFORD

BY-LAW NO. **6628-2024**

BEING a By-Law to adopt Amendment Number 315 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 315 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Ingersoll and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 315 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. 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 24th day of April, 2024.

READ a third time and finally passed this 24th day of April, 2024.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 315
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following Plan attached hereto as explanatory text, constitutes
Amendment Number 315 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to amend the policies of Section 9.2.4 of the Official Plan respecting Low Density Residential Districts, and Section 9.3.2.3.2 respecting Entrepreneurial Areas to reflect legislative changes made to the Planning Act to permit Additional Residential Units broadly throughout residential areas of serviced settlements.

2.0 LOCATION OF LANDS AFFECTED

This Amendment will generally apply broadly to all areas within the Town of Ingersoll.

3.0 BASIS FOR THE AMENDMENT

Bill 23, *More Homes Built Faster Act* received Royal Assent on November 28, 2022 and made a number of amendments to the *Planning Act* and the *Development Charges Act* intended to increase the availability and affordability of housing. One of the amendments to the *Planning Act* requires municipal Official Plans to contain policies that permit the use of up to three residential units on a residential lot within a settlement serviced by both municipal drinking water and wastewater disposal services, and any policies that have the effect of prohibiting such units will have no effect. The additional units may be in the form of two units within (and in addition to) the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling or one additional unit within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling and one additional unit in an ancillary building.

This Official Plan amendment amends the policies for the Town of Ingersoll respecting Additional Residential Units (ARUs). The policy amendments regarding ARUs generally apply to all the lands within the Town of Ingersoll as shown on Schedule I-1 of the Official Plan.

It is the opinion of Staff that the proposed Official Plan Amendment is consistent with the Provincial Policy Statement and implements the legislative changes enacted by the Province regarding Additional Residential Units, and that the amendment supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

4.1 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby further amended by adding the term 'additional residential units' so that the subsection titled DESCRIPTION shall read as follows:

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including single detached dwellings, semi-detached and duplex dwellings, *additional residential units*, converted dwellings, quadraplexes, townhouses, and low density cluster *development*. In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

It is not intended, however, that the full range of housing will be permitted in every individual neighbourhood or *development* and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential areas are identified on Schedule I-2.

- 4.2 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby amended by deleting the final paragraph of the subsection titled CRITERIA FOR MULTIPLE UNITS and replacing it with the following paragraph:

Notwithstanding the above criteria, street-oriented multiples such as street townhouses, quadrplexes and converted dwellings may be permitted on local streets.

- 4.3 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.1, Street Oriented Infill, as amended, is hereby amended by deleting the word “consistent” from the first bullet point and replacing it with the word “compatible” so that the bullet point shall read as follows:

- the proposal is compatible with street frontage, setbacks and spacing of existing *development* within a two block area on the same street;

- 4.4 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.2, Backyard Infill, as amended, is hereby amended by deleting the first two paragraphs of the section and replacing them with the following:

In Low Density Residential areas, backyard infill *development* may involve new residential *development* on lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized or obsolete industrial, commercial, or institutional sites.

Backyard infill may involve the *development* of existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Section 9.2.4.3 and Section 10.3.9, respectively.

- 4.5 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.3, Converted Dwellings, as amended, is hereby amended by deleting the entire section and replacing it with the following new section 9.2.4.3:

9.2.4.3.1 Additional Residential Units (ARUs)

ADDITIONAL
RESIDENTIAL
UNITS

The development of *additional residential units* (ARUs) within the Low Density Residential Areas and the Entrepreneurial Districts, shall be encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the low density character of the housing and neighbourhoods comprising such areas.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Town has deemed it to be appropriate based on such considerations as the location, existing level of services and presence of natural hazards and/or other constraints.

To this end, Town Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or street townhouse dwelling or a structure ancillary to such a dwelling where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of up to two units in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- *additional residential unit(s)* shall not generally be permitted on a lot that contains a boarding/lodging house, converted dwelling, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;
- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling, and, have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling. The Town may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- the principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general architectural character of the principle dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all additional residential units shall generally use the same driveway and parking area as the principal dwelling. New additional driveways will generally not be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupant use and emergency purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not be negatively affect adequate properties;

- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns will not be created or intensified (e.g. due to proximity to industrial areas or *major facilities*);
- the location of the proposed *additional residential unit(s)* and related services and outdoor amenity areas shall comply with all other applicable policies including but not limited to: Section 3.2, Environmental Resources Policies, and, Section 3.3, Cultural Resources Policies; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN AN
ANCILLARY
BUILDING

The following additional criteria shall apply to the establishment of an *additional residential unit* in a structure ancillary to a single detached, semi-detached or street townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

SEVERANCE

Additional residential units must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

ZONING

The Town’s Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the Town including, but not limited to, lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; and parking and access.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features that are permitted (e.g. building additions, doorways, windows, stairways, decks, etc.).

The zoning provisions for *additional residential units* will be implemented through a comprehensive, Town initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the Town may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

9.2.4.3.2 Converted Dwellings

CONVERTED DWELLINGS

Within Low Density Residential areas, Town Council may zone areas to permit the conversion of a principle dwelling into up to four dwelling units per lot in accordance with the following criteria:

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas; and,
- existing dwellings are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

NO FURTHER CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-law will limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling the Zoning By-law may also limit the extent of structural additions or changes that would be permitted.

When considering a specific proposal for multiple unit *development* in the Low Density Residential area, Town Council will be satisfied that the policies of Section 9.2.7 are adequately addressed.

4.6 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.3.2.3.2, Entrepreneurial District, as amended, is hereby amended by adding the term '*additional residential units*' to the first bullet of the subsection titled PERMITTED USES IN EXISTING BUILDINGS so that it shall read as follows:

- residential uses including single-detached dwellings, semi-detached dwellings, *additional residential units*, converted dwellings, and bed and breakfast establishments, in accordance with the policies of Section 9.2;

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.