

Staff Report to Council

Title: Revisions to Policy P.D 1.2 – Plans of Subdivision/Development

Report Number: Development Services-2024-25

Director: Infrastructure & Development

Manager: Development Services

Meeting Date:
Wednesday, October 9, 2024

Date to be considered by Council:
Wednesday, October 9, 2024

Recommendation:

That Council adopt the Policy No. DEV.02 complete with Appendix 'A' being the Subdivision Agreement and Appendix 'B' Municipal Development and Servicing Guidelines.

Executive Summary:

This report outlines the amendments made to the previous Policy P.D 1.2 – Plans of Subdivision/Development Appendix 'A' being the Subdivision Agreement and Appendix 'B' Municipal Development and Servicing Guidelines. While these guidelines are primarily aimed at the expansion of residential development within the municipality, developers, builders, and the general public can use this document as a guide for developments created by consent, for individual site developments, or commercial and industrial areas. Further, municipal staff utilize these standards for infrastructure replacements.

Strategic Priorities:

B.5-Evaluate and proactively plan for infrastructure to meet population growth and long-term sustainability

Financial Considerations:

N/A

Policy:

Policy P.D 1.2 – Plans of Subdivision/Development

Context and Background Information:

The Municipality of Kincardine adopted Policy P.D 1.2 – Plans of Subdivision/Development for development of private lands requiring the design, construction and approval of Municipal Services. This Policy applies to developers that require subdivision approval under Section 50 of the Planning Act. A subdivision approval can include severance or consent agreement where municipal services are extended to service a lot or lot(s) on an existing road allowance, or a draft plan of subdivision where a subdivision agreement is signed to provide full municipal services on new road allowances created through the draft plan process. Appendix 'B' Municipal Development and Servicing Guidelines are also utilized in developments requiring site plan approval from the Municipality under Section 41 of the Planning Act.

While these guidelines are primarily aimed at the expansion of residential development within the municipality, developers, builders, and the general public can use this document as a guide for developments created by consent, for individual site developments, or commercial and industrial areas.

In order to keep the Policy and agreement current and comply with the new policy format, staff in consultation with municipal engineers are recommending the following amendments:

- The Servicing Guidelines were made Accessibility for Ontario with Disabilities Act (AODA) compliant, and the Accessibility Committee was added to list of required agencies to consult.
- Reference to the Kincardine Master Cycling Plan & local By-laws and policies on tree removal was added.
- Typical Cross Sections Figures were updated, including a multi-use path on school streets and local collector roads.
- Section 1.8 Developer's Engineer – Increased the insurance requirements from two million to five million as per the new standard.
- Section 2.12 As Recorded Drawings and Record Field Survey – Changed submission requirement of As Recorded drawings to Stage 2 Preliminary Acceptance from Final Acceptance.
- Section 4 Storm Drainage/Stormwater Management, Section 5 Sanitary Sewers and Appendix C Stormwater Management Guidelines for Site Plans or Small Developments updated with revised guidelines from the Municipality's Consolidated Linear Infrastructure Environmental Compliance Approval (CLI) including reporting requirements of the Ministry of the Environment, Conservation and Parks (MECP).
- Section 6.4 Material and Size – updated requirements for Meter Pits, including the addition of Appendix D Meter Box Connection for Multiple Residential Units for Typical Single Lot (to accommodate Accessory Residential Units (ARUs)).
- Put the previous Policy P.D.1.2 into the new policy format, with a new number of DEV.02.

The other changes were minor in nature.

Consultation Overview:

The proposed Subdivision Agreement and Municipal Development and Servicing Guidelines were reviewed by staff members of Infrastructure & Development, Community Services, and BM Ross and Associates. The finalized draft guidelines were circulated to Municipal staff for the purpose of review by the Accessibility Advisory Committee.

BM Ross reviewed the municipal standards and provided context with respect to the design standards for the City of London within the context of the City of London's Facility Accessibility Design Standards (FADS), which the Municipality of Kincardine has adopted for the purposes of design of facilities. The City of London FADS were updated in 2021, and the City's Design Specifications & Requirements Manual for Transportation was updated in 2024. The City of London uses the AODA standard for its transportation design specifications, which is 1.5m, and not the 1.6m standard adopted for the purposes of facilities design.

The Accessibility Advisory Committee passed the following Resolution at their meeting on September 26, 2024:

Moved by Andrea Clarke
Seconded by Josh Easton

That the Accessibility Advisory Committee recommends that the Facility Accessibility Design Standard (FADS) be incorporated into the Municipal Development and Servicing Guidelines as best practice.

Carried

Staff recommend the Municipality of Kincardine standards be adopted in keeping with the AODA. Staff are not aware of other communities in Ontario that have adopted a 1.6m design standard for new development. A wider sidewalk may be required in a high pedestrian traffic areas.

Origin:

Housekeeping.

Implementation Considerations:

Upon adoption the updated guidelines would be administered and implemented through the municipal planning process and made available on the municipal website.

Risk Analysis:

Provincial Policy Statement under Section 3 of the Planning Act, the provincial interest in planning for services and infrastructure in land use planning is founded in the recognition that servicing and infrastructure provide support for development. In recognizing that servicing is inseparable from development, it follows that well-planned servicing leads to well-planned development and communities. Well-planned services can be built efficiently and used efficiently and avoid costs for later upgrading or rehabilitation that is common with poorly planned servicing.

Attachments: Policy P.D 1.2 – Plans of Subdivision/Development, Appendix ‘A’ being the Subdivision Agreement, Appendix ‘B’ Municipal Development and Servicing Guidelines

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