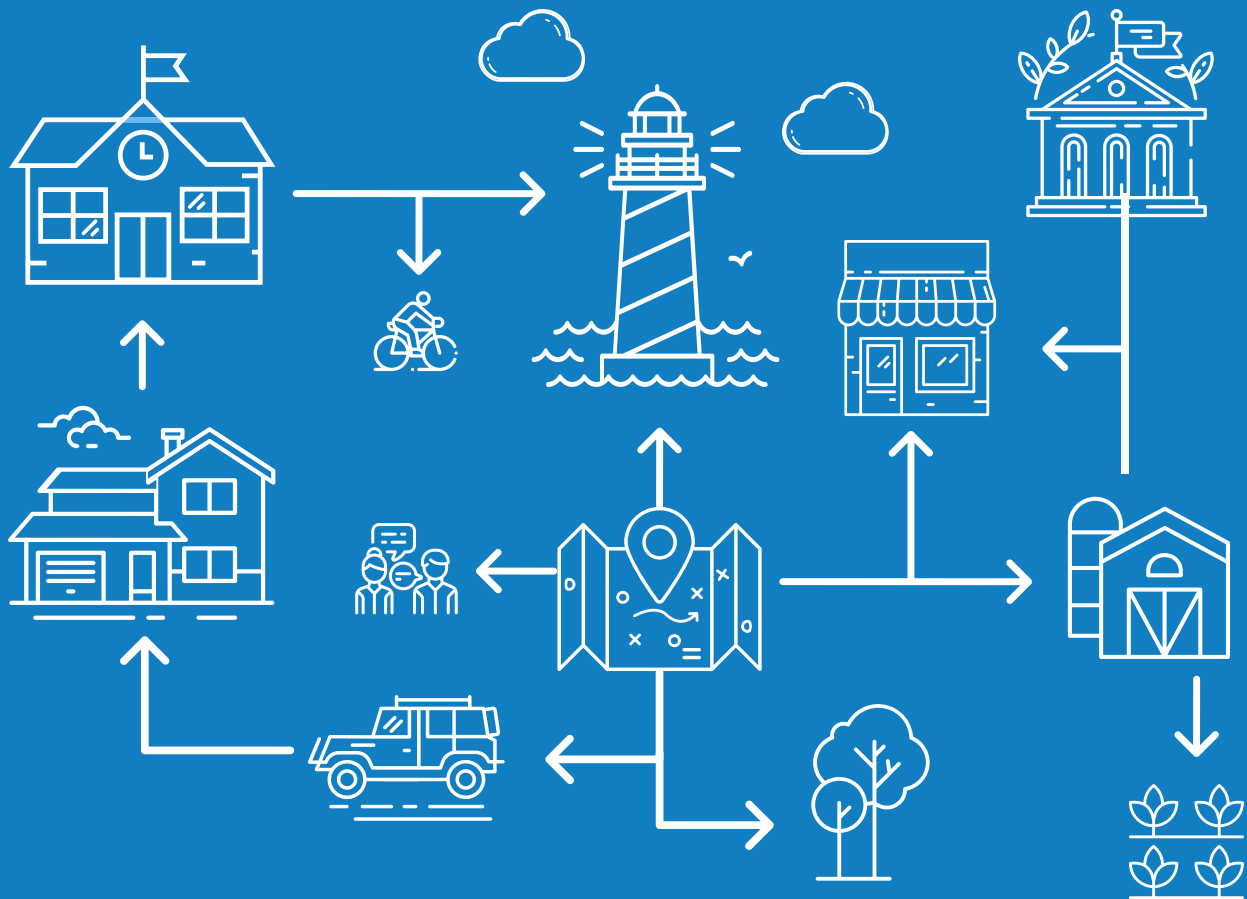


Lakeshore

Growing Together

A Guide to the New
Town of Lakeshore Official Plan



INTRODUCTION



The Town of Lakeshore is the fastest growing municipality in Essex County and it continues to strive to be healthier, more integrated and innovative.

As a resident of Lakeshore **you have the right to know how your Town will change in the future** and how to ensure your voice is heard when changes are proposed.

This guide will focus on how the Town's Official Plan and other planning tools direct growth and development.

We'll provide you with an overview of the objectives and function of the Official Plan and the regulations that direct change in the community. We'll also **provide some practical information about how to read and interpret the Official Plan** and summarize how it is being updated for today's context.

This guide will help you use the Official Plan to understand what to expect in the future for Lakeshore and how decisions are made regarding proposed development applications.





PLANNING TOGETHER

When you or a developer want to change or expand the use of an existing property, or if you want to construct a new building, **you're required to follow certain policies and regulations.** If there's a reason you can't meet those policies you can redesign your project or apply for an amendment or variance to the policies.



Planning for future development is a democratic process based on policies and regulations established by Town Council, County Council, and the Provincial government.

The Town of Lakeshore has developed a number of plans to help ensure the decisions of today result in positive impacts in the future.

These documents (listed to the right) **lay out the Town's objectives and goals** related to economic development, infrastructure investment, recreational facilities and programming, and land use and development.

LAKESHORE PLANS AND STRATEGIES

- Parks and Recreation Master Plan
- Asset Management Plan
- Transportation Master Plan
- Corridor Management and Access Control Policy
- Energy Management Plan
- Strategic Plan
- Storm Water Master Plan
- Cultural Services Master Plan
- Tourism Development Strategy
- Waterfront Development Strategy
- Trails Master Plan
- Community Services Master Plan
- Town of Lakeshore Official Plan
- Advance Boulevard Croft Drive Secondary Plan
- Belle River Community Improvement Plan

The Official Plan provides high-level policies for growth and development in the Town by **designating areas for different land uses like residential, commercial, mixed-use, industrial or institutional**. The Official Plan also includes requirements for new development to ensure no negative impacts on significant natural features, sensitive land uses or water sources.

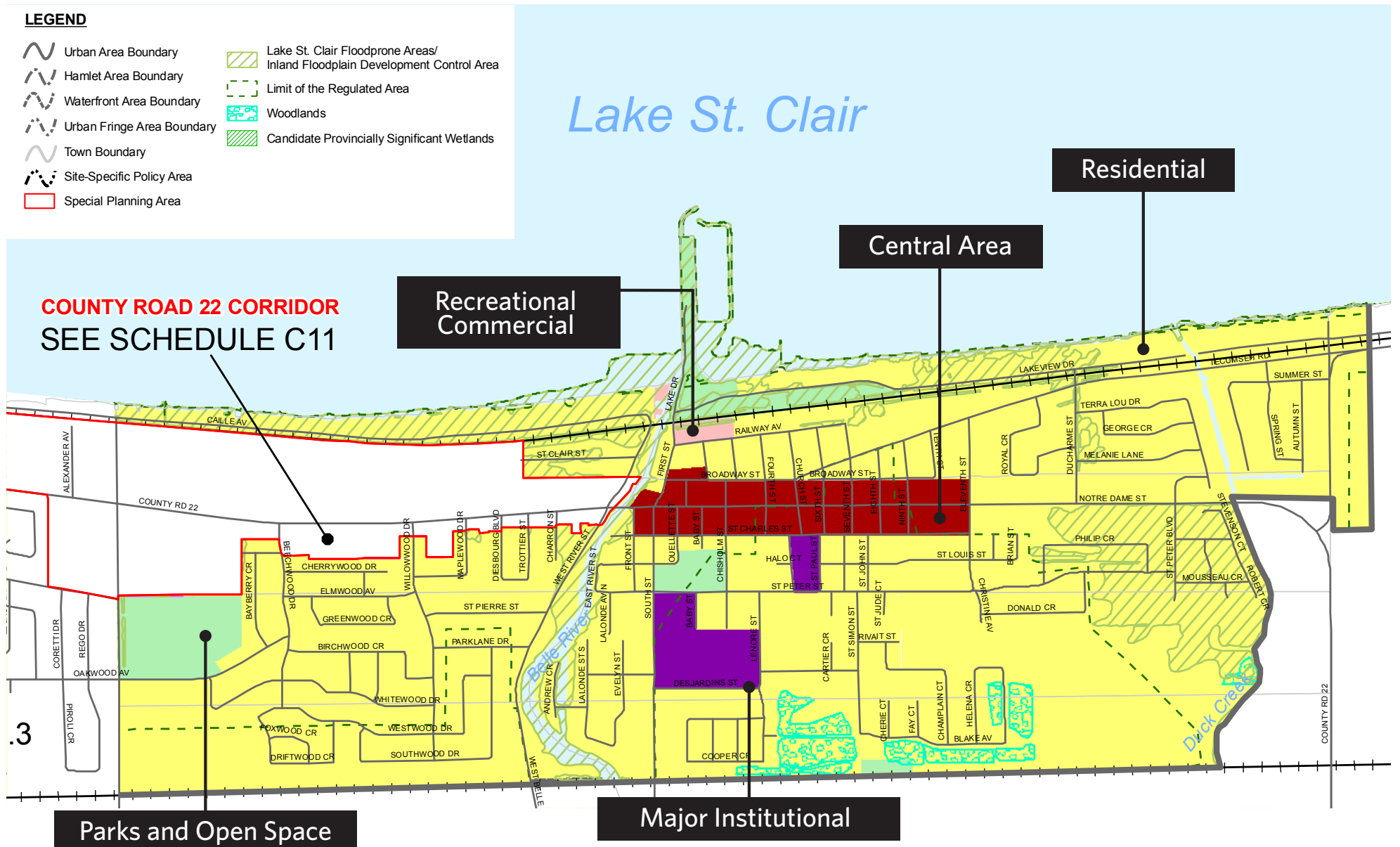
SECONDARY PLANS

When **significant change** is expected in a particular area or neighbourhood, the **Town may adopt a Secondary Plan** to add more detailed policies to the Official Plan for the development of that area.

Examples include the *Amy Croft Secondary Plan* and the *Advance Boulevard Croft Drive Secondary Plan*. These policies have the same importance as Official Plan policies.

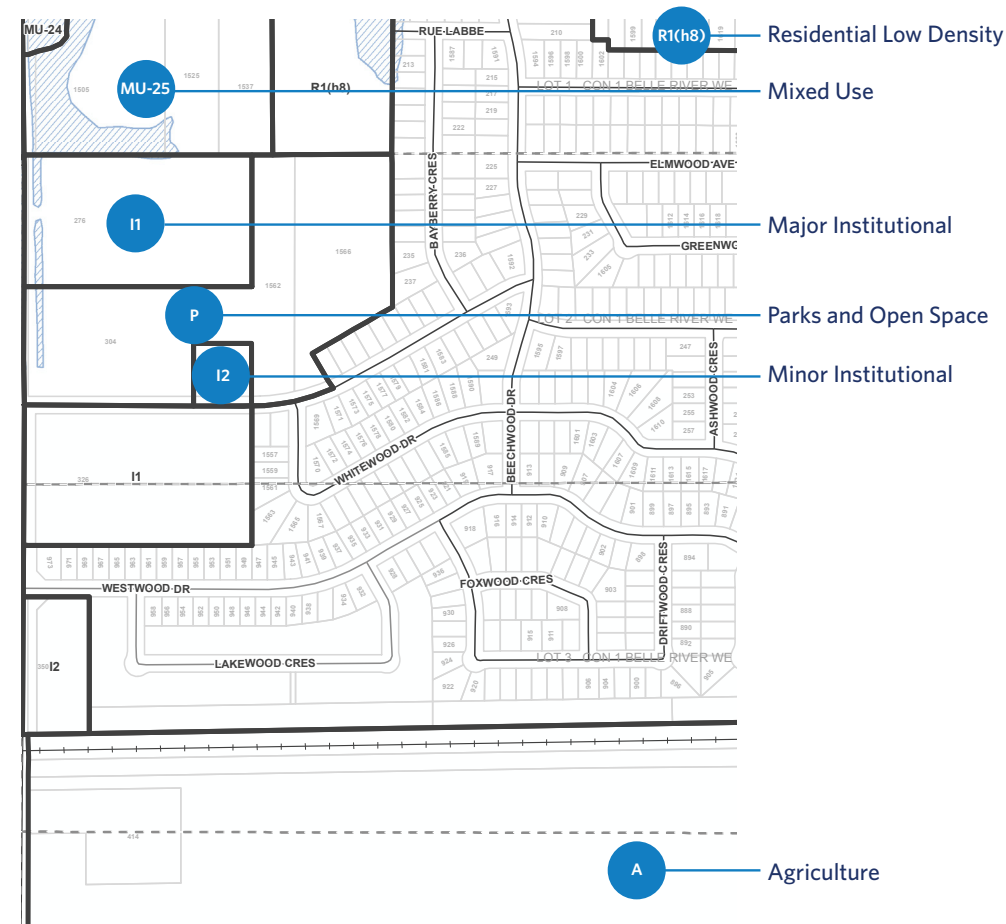
LAND USE

- Agricultural Designation
- Hamlet Designation
- Waterfront Residential Designation
- Urban Fringe Designation
- Residential Designation
- Service Commercial Designation
- Recreational Commercial Designation
- Mixed Use Designation
- Central Area Designation
- Employment Designation
- Major Institutional Designation
- Natural Conservation Designation
- Parks and Open Space Designation
- Urban Reserve Designation



ZONING

The Zoning By-law provides more detailed regulations for land use and construction. The zoning by-law sets minimum and maximum requirements for height, floor area, setbacks, parking requirements and other elements of development. These standards might apply to all properties in a neighbourhood, or they might be tailored to an individual property.



When you submit an application to build something, **the Town determines if what you want to build conforms with the Official Plan and complies with the Zoning By-law.** If you apply to amend the Official Plan or Zoning By-law, this requires a more detailed review and the Town determines whether the changes would meet the County and Provincial plans.



The Town Council is often responsible for making the decision to approve or refuse an application, but first, **municipal staff like professional planners and engineers review the application and provide a recommendation to Council.** These recommendations are based on existing policies, data from experts and comments from Town residents.

The County, Conservation Authority, School Board and various Provincial Ministries and utility providers may also provide comments if their interests are impacted by the application.

The Official Plan and Zoning By-law are two extremely important documents that the Town has for making decisions about land use and development. These documents explain what's allowed where, the process for getting approvals, and the kinds of studies applicants might have to submit to justify their application.

Everyone has the right to contribute to what the official plan and zoning by-law says and you're also entitled to apply for changes to these documents if you want to do something on your property that isn't already permitted. In most cases the Town Council makes the decision to approve or refuse these changes but different types of applications may have a different approval authority.

Getting Your Application Started

1

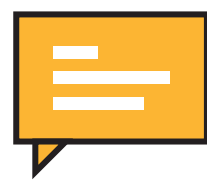
INQUIRY



Is the site properly zoned for the proposed development and does it comply with the Town's Zoning By-law?

2

PRE-CONSULTATION



You should make an appointment to meet with a Town Planner to discuss the information, supporting materials and type of applications you might need to submit for the Town to review your application.

3

APPLICATION SUBMISSION



Application forms, fees, plans and studies (if required) are to be submitted to the Town of Lakeshore's Planning Services Division.

4

APPLICATION REVIEW



If your application includes all the required information and fees, the Town will send it to different departments and agencies for review to determine if it should be approved or revised.

Detailed Stages of the Planning Process



1

PRE-CONSULTATION

Meet with the Town Planner to find out the requirements for your application.

2



COMPLETE APPLICATION

If the application doesn't include all the required information the Town will send it back to the applicant.



3

NOTICE OF COMPLETE APPLICATION (PUBLIC INPUT)

Neighbours and commenting agencies will be notified that you've submitted a planning application.

4



CIRCULATION TO DEPARTMENTS AND AGENCIES

Municipal departments and other agencies will review your application. They may have questions or concerns that need to be addressed before they will support the application.



5

PLANNING REVIEW OF APPLICATION

The Town Planner will review your application, comments provided by departments, agencies and neighbours, and assess the project based on the policies of the Official Plan, other Town documents, and provincial planning policies.



6

PUBLIC MEETING (PUBLIC INPUT)

This is an opportunity for neighbours to ask questions and provide comments about the application.

7



PLANNING REPORT SUBMITTED TO COUNCIL

All the input and analysis related to the application will be summarized in a report to Council so they can make an informed decision.



8

COUNCIL DECISION (APPROVE, REFUSE, DEFER)

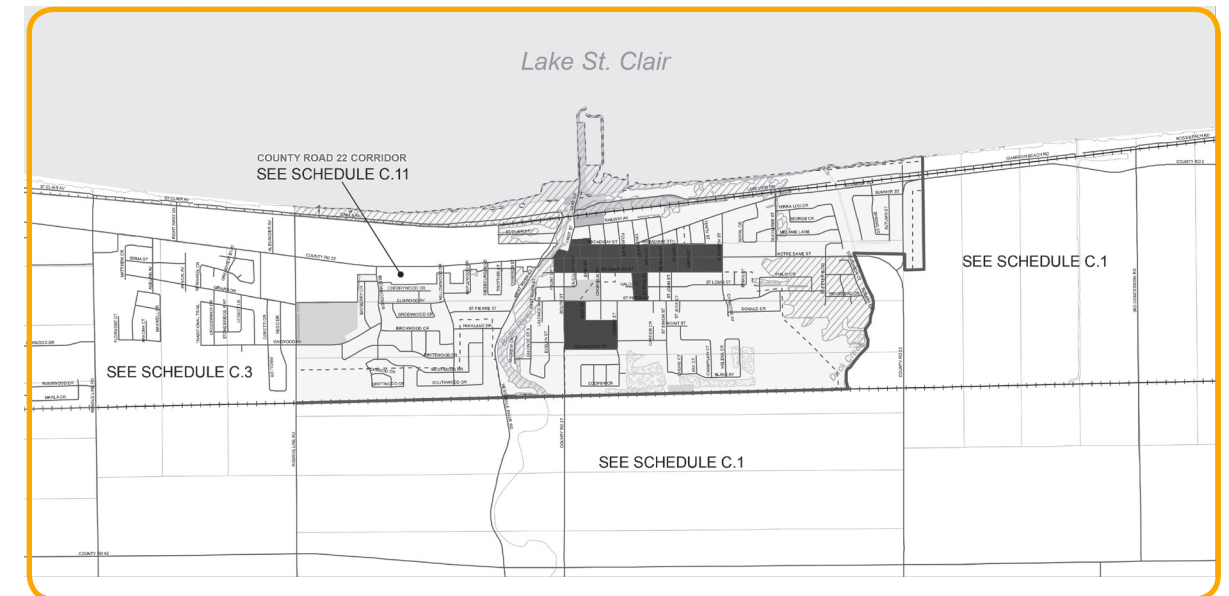
- If deferred, applicant may need to address concerns; People can continue to submit comments
- If approved, people who submitted comments may be able to appeal the decision to the Local Planning Appeal Tribunal (LPAT) for re-consideration
- If refused, the applicant may be able to appeal the decision to the LPAT for re-consideration.



BUILDING TOGETHER

If you want to know what kind of development is permitted on your property, in your neighbourhood, or anywhere in the Town, you can find out by consulting the Official Plan.

The Official Plan includes a series of maps that show the boundaries of settlement areas, natural features and floodplains, where different types of land uses are permitted and the locations of key features or facilities like parks, landfills, or schools.



The text of the Official Plan includes **policies that explain how the Town will evaluate development applications** depending on where they are located and which features or facilities are nearby.

You can use the maps of the Official Plan to find out the features and designations that affect your property, then review the policies of the official plan to see how that affects your development rights. Each map has different types of features on it so you need to look at each of them to get the whole picture.

Understanding all the policies of the official plan and how they might affect your property can be difficult due to competing objectives (Ex. Increasing density vs maintaining small town character), and complex studies that may be required.

If you're thinking about building something or changing the use of your property, you can contact the Town to speak with a planner.

They'll help you understand the policies that apply to your property and what you'd like to do with it.



MOVING FORWARD TOGETHER

The current Official Plan for the Town of Lakeshore was adopted in 2008 and approved in 2010. The Planning Act requires municipalities to periodically review and update their Official Plan to ensure it addresses any changing circumstances since it was originally written. Public consultation for the Official Plan review is underway and there are a number of ways you can provide comments.



Meanwhile, planners have been collecting information and data related to population changes, water quality, natural features, wildlife habitat and public works. They've also been reviewing the latest versions of planning documents from the Province and the County. A number of changes to the official plan have been recommended based on consultation with Lakeshore residents and research undertaken by planners.

The major changes fall into the following categories or themes:

- Growth Management
- Residential intensification
- Housing
- Source Protection Plans
- Natural Heritage and Hazards
- Land Use; and
- Servicing and Infrastructure

SUPPORTING DOCUMENTS

As part of the official plan review planners prepared a series of background papers on the following topics:

- Growth Forecast Update and Employment Land Needs
- Residential Intensification Study; Affordable Housing Strategy
- Natural Heritage Review
- Water and Wastewater Master Plan Update

PROPOSED CHANGES TO THE OFFICIAL PLAN

GROWTH MANAGEMENT



- Updated population, household and employment growth projections in conformity with the County Official Plan and more recent statistics;
- Settlement areas aligned with the County Official Plan and earmarked to accommodate the majority of new development within the Town;
- Special Planning Areas identified to address specific land use issues or to implement a specific planning initiative. Ex.: County Road 22 Corridor Special Planning Area; Lighthouse Cove Special Planning Area.

RESIDENTIAL INTENSIFICATION



- Updated intensification targets in conformity with the County Official Plan;
- New policies for Second Units and Garden Suites to meet new requirements under the Planning Act;

HOUSING



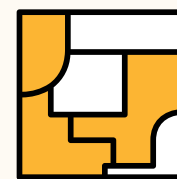
- New policies to achieve a minimum of 20% new residential development to be affordable in conformity with the County Official Plan and Provincial Policy Statement;
- Directing new affordable housing to the Primary Settlement Areas and fully serviced Secondary Settlement Areas;
- New policies to improve access to housing for people with special needs (ex.: physical, sensory or mental health disabilities) in conformity with the County Official Plan.

SOURCE PROTECTION PLANS, NATURAL HERITAGE AND HAZARDS



- New policies to implement the Thames-Sydenham and Region Source Protection Plan and the Essex Region Source Protection Plan;
- New mapping and policies to identify and protect Highly Vulnerable Aquifers, Significant Groundwater Recharge Areas and Intake Protection Zones;
- Updated mapping to identify recently evaluated Provincially Significant Wetlands and updated policies to protect the habitats of endangered and threatened species;
- New mapping and policies to identify floodprone areas and limit development in hazardous areas;
- New policies to address potential impacts of climate change.

LAND USE



- New policies related to agricultural-related uses, on-farm diversified uses and agri-tourism uses to permit appropriate non-agricultural uses in agricultural areas in accordance with the Provincial Policy Statement.
- New policies for managing the character of waterfront residential areas.

SERVICING AND INFRASTRUCTURE



- Updated policies based on the Town's Water and Wastewater Master Plan establishing a servicing hierarchy by settlement area type;
- Areas with access to Highway 401 are designated for employment uses following the direction of the Provincial Policy Statement, 2014.

LIST OF PRIMARY AND SECONDARY SETTLEMENT AREAS

- Belle River
- Maidstone
- Wallace Woods
- Comber
- Lighthouse Cove
- Stoney Point /
Pointe-Aux-Roches
- North and South
Woodslee
- Rochester Plan /
Deerbrook
- Ruscom
- St. Joachim
- Staples
- Essex Fringe
- Tilbury Fringe
- Waterfront
Settlement Areas

Growing Together

A Guide to the New
Town of Lakeshore Official Plan



**FOR MORE
INFORMATION**

Planning website:
www.Lakeshore.ca

Planning department:
519-728-1975