



Planning Advisory Committee Meeting

April 13, 2023

4:00 p.m.

Hybrid – Council Chambers or Teams

Agenda

Call to Order

1. Approval of Agenda

2. Approval of Minutes

- a. Planning Advisory Committee Meeting, March 9, 2023

3. Public Input / Question Period

PLEASE NOTE:

- Public Participation is limited to 30 minutes
- Each Person is limited to 3 minutes and may return to speak once, for 1 minute, if time permits within the total 30-minute period
- Questions or comments are to be directed to the Chair
- Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.

4. New Business:

- a. Neighbourhood Commercial (C-2) zone presentation (Student project)
- b. Housing Policy Review Work Plan



c. Short Term Rentals Presentation and Updates

5. Old Business:

a. East End Interim Update and Schedule (attached summary)

i. NOTE: Public Participation Meeting scheduled for May 2nd – will be advertised and notifications sent. Staff working on updated package reflecting discussions to-date.

6. Round Table

7. Next Meeting

a. May 2, 2023 – Public Participation Meeting – East End

b. May 11, 2023 – Regular PAC meeting – East End recommendation to Council

8. Adjournment

ATTENDING

- Deputy Mayor, Isabel Madeira-Voss, Chair
- Beverly Boyd, Vice-Chair
- Kelly van NieKerk
- Corey Cadeau
- Councillor Wendy Elliott
- Mayor Wendy Donovan (virtual)
- Councillor Jennifer Ingham
- Michael Martin
- Caroline Beddoe
- Lindsay Slade, Recording Secretary

ALSO ATTENDING

- Director of Planning & Development, Devin Lake
- Rob Leblanc, Fathom Studios

MEMBERS OF THE PUBLIC

- Jim Jewer
- Noel McQueen
- Caroline Whitby
- Svenja Blanke
- Issam Kadray
- 2 members of the community in Chambers (names unknown)

CALL TO ORDER

Deputy Mayor, Isabel Madeira-Voss, Chair, called the meeting to order at 4:00 p.m.

Agenda Item

1. Approval of Agenda **IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

CARRIED

2. Approval of Minutes **IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING OF JANUARY 5TH, 2023 BE APPROVED AS CIRCULATED WITH REVISIONS TO CORRECT THE SPELLING OF KELLY VAN NIEKERK'S NAME, CAROLINE WHITBY'S NAME, TO CORRECT THE WORDING OF QUESTIONS SUBMITTED BY NOEL MCQUEEN, AND TO REFLECT THAT THE JANUARY PAC MEETING WAS CHAIRED BY MAYOR WENDY DONOVAN.**

CARRIED

Agenda Item

3. Public Input/Question Period

- Noel McQueen – Requested that corrections be made to the January 2023 minutes to reword questions asked regarding water infrastructure.
- Has the committee taken into account the potential of 7 storey buildings in the treed areas just outside of the view plane on the user experience and how is this consideration being balanced with consideration for housing.
- Has a plan been developed to ensure the safety of walkers, bikers and off-lead dogs to eliminate the potential for accidents on the road that is slated to be constructed across the bike trails at the bottom of the park by the compost depot?
- Jim Jewer – The proposed road that cuts across the park trail is not appropriate due to the volume of people and animal who use the park and trails and will create safety risks. The road that is currently located on the east side of Maple Avenue is sufficient.
 - Will consideration be given to 7 storey buildings beside the park? This height is not appropriate.
 - Caroline Whitby, Maple Ave - Requested revisions to the January 2023 minutes to correct name spelling and corrections to a question she asked regarding sidewalks along Maple Avenue.
 - Expressed concerns about work beginning on the east end lands ahead of the finalization of the plan to ensure that the secondary plan be finalized before work begins.
 - The most recent version of the plan includes many positive changes.
- Issam Kadray, Skyway Drive – One of the developers on the east end site.
 - Concerned about density of 15 units per acre as he is planning to build primarily one bedroom and smaller units to serve an older population.
 - A better way to look at density is bedrooms or people per acre rather than unit per acre.
 - Developers are facing high construction costs and building smaller units is more economical for developers and occupants.

Agenda Item

- Doesn't intend to build anything over 4 storeys, will mostly build 3 storeys.
- Would like the Town to consider bringing in all of Maple Ave and the Kenny property on the corner (6 acre lot) to be developed.
- There is little commercial space in Town, Maple Ave will have sidewalks so the town should allow more commercial on Maple.

4. Continuing Business

a. East End Secondary Plan

i) Staff Report

- Director Lake provided an update on the east end secondary planning process, emphasizing that the presentation would focus on a broader, provincial context to planning.
- The PAC will continue to receive updates on the east end as work progresses.
- The population of Nova Scotia will increase to 2 million over time, which will put pressures on commuter towns such as Wolfville. There will be unknowns as the population grows and we need to plan for a range of outcomes and demographics.
 - The current average rental and real-estate prices in Nova Scotia has increased rapidly in recent years. There are few single family homes for sale in Wolfville currently, and the average price is over \$1million.
 - Rental prices in Wolfville and the region are also high.
 - High construction costs and interest rates are contributing to unaffordability in the housing market.
 - There is a major need for housing and the key message of this presentation is to build in flexibility by building and allowing for a range of housing types to be built.
 - The Province is stepping into municipalities to advance planning where planning has been slowed by municipal process.

ii) Updated Secondary Plan

- Director Lake introduced consultant Rob Leblanc from Fathom Studios and highlighted aspects of the draft plan that have been updated since the last meeting.
- Density has been changed from 16 units per acre, down from 20+ units per acre, though flexibility to permit up to 18 could be considered.

Agenda Item

- Zoning dictates what type of buildings maybe built on a given site, rather than prescribing what specifically is built.
- There is some uncertainty about the back of John Kenny's land which is zoned CDD.
- Further changes from the last meeting include plans to maintain the greenspace at the current compost site, and staff acknowledge that there are many traffic calming considerations to be made to ensure pedestrian and trail user safety.
- The zones will enable more missing middle housing and include a low density zone which will permit 1-4 units per lot, a medium density zone to permit a range of housing types from townhomes to low rise apartment buildings. There will also be a high-density zone and a mixed-use zone.
- An overview of the parks and trails as well as the trail network was provided.
- The approval process for development will ideally be through site plan approval which requires that the built form will be generally agreed upon and unique and site specific applications can be considered through development agreement.
- Flexibility is key due to the topography of the site.
- Director Lake outlined the next steps which are to hold a public engagement session in front of PAC and provided an overview of the Town's Public Participation Program Policy.
- Director Lake confirmed that there is a desire for work on the site to begin in the Spring.
- A question and answer period began.
- Kelly – will there be any 3D renderings?
- Director Lake – Yes there will be 3D renderings demonstrating mass and scale to demonstrate the draft regulations, but not of specific buildings.
- Kelly – How would a developer approach the concept of flexibility in the zoning and decide to put a lower density unit in a zone that enables a higher density. Director Lake responded stating that the zoning provides flexibility to develop a townhome or a low rise building, for example, so there are minimum units prescribed.
- Councillor Ingham – Our current planning documents limit building height to 3, so why do we jump to 7 in this site?
- Councillor Ingham – what is the size of the composite site, and will it be relocated? Director Lake stated that it could be relocated but that will be a Council decision. There is a geotechnical study ongoing at the site to determine appropriate future uses.

Agenda Item

- Mayor Donovan - stated concern for the road coming off of Maple Ave and the reservoir and pedestrian and pet safety, though she is not looking for an answer today.
- Councillor Elliott – is there an opportunity to do a walking tour through the east end lands so the committee could visualize building height on site? Director Lake stated a walking tour could be scheduled.
- Councillor Elliott – is there a possibility of looking at Town owned pieces of land that could be used for affordable/social housing? Director Lake stated that Staff had flagged the compost site for potential housing projects but until the geotechnical study is complete it is not known if the land is suitable for that type of development.
- Caroline stated concern for the proposed road cutting across Maple Ave into the Kenny Lands and stated that putting in a trail rather than road would help to maintain the stream and be a more ecological approach. Stated that more community gathering spaces and their integration into the flow of roadways would be valuable.
- Director Lake stated that staff engage traffic engineers when doing this scale of work to determine road requirements for safety, and having a second route out of the site aside from Maple Ave is valuable for safety. Mr. Leblanc stated that the current best practices for new dense developments is to provide more than 1 road into and out of a site to improve traffic flow for all modes of transportation including public. The road is also key to enhancing connectivity between the 2 parcels of land, including connectivity to the proposed village centre.
- Mayor Donovan requested that Whispering Creek be included in the walking tour.
- Kelly questioned how increased after school programming needs will be met with a greater population.

5. New Business

a. R-1 Request and MPS Housing Policy Review

- Deputy Mayor Madiera-Voss introduced the R-1 Request that has come to PAC through Council.
- Director Lake clarified the process when a Councillor brings an agenda item request and provided background information on the R1 zone, showing a map of the R1 zoned lands in Town, which make up 26% of residential land in Town.

Agenda Item

6. Round Table

- Historically it has been controversial to discuss changes to the restrictive R1 zone which limits land use largely to single family homes.
- Changes to the R1 zone involve concurrent LUB and MPS amendments.
- The R1 zone is being reviewed for many reasons including resident concerns regarding aspects such as aging in place, unknown housing needs and changing housing needs, as well as evaluating how our planning documents align with current and future needs.
- Reviewing the R1 zone would take several months.
- Director Lake outlined the next steps and stated that R-1 style zoning is currently being reviewed by the province.

- A discussion period related to the R1 zone was held. Deputy Mayor Madiera-Voss asked PAC if there is an appetite among PAC to pursue this topic and the process outlined by Director Lake.
- Corey stated that amendments to the R1 zone could create positive results.
- Michael encouraged the committee to look at the R1 zone, particularly ahead of provincial directions.
- Councillor Elliott stated that her perception of a lot of the arguments against changes to the R1 zone in the past could be mitigated by requiring that homes in the R1 zone are owner occupied.
- Councillor Ingham stated that changes could allow more people to age in place or provide housing for their children.
- Kelly asked if the second unit in an R1 zone could be used for short term rentals.
- Corey asked if there are existing municipalities that allow 2 units and require one of them to be owner occupied as it could create challenges if an owner wants to move away but maintain their homeownership.
- Director Lake stated that a report outlining the potential hurdles will be brought to PAC to consider. Director Lake stated that the changes could also include allowing a home-based businesses in R1, which are currently not allowed. Director Lake confirmed that in the R1 zone the entire home is allowed to be rented out to long term tenants, and PAC will have to consider this along with the owner-occupied concept.
- Deputy Mayor Madiera-Voss stated that this discussion will generate a large response that PAC must be comfortable with in order to pursue this topic.

Agenda Item

- Caroline stated that zoning is a way to allow more flexibility for housing today and asked how else PAC can address the pressing housing needs currently present in addition to the R1 zone.
- Director Lake stated that the R1 discussion will include a more broad range of housing policies in Town and further changes may be identified.
- PAC agreed, without a motion, to proceed with review of the R1 zone and housing policy.
- Director Lake stated that Staff have done a lot of work around short-term rentals and will return with an update with information from the provincial regulations.

7. Next Meeting

8. Adjournment

- April 13th, 2023 at 4pm.

IT WAS REGULARLY MOVED AND SECONDED THAT THE PLANNING ADVISORY COMMITTEE MEETING BE ADJOURNED AT 5:44 p.m.

CARRIED



Agenda Item

DRAFT

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



SUMMARY

Housing Policy Discussion Work Plan

Following a request for agenda item from Deputy Mayor Madeira-Voss on February 9th, 2023 to review the R-1 zone to allow secondary units under certain conditions, Planning Advisory Committee (PAC) have expressed the desire to pursue a review of the Town’s housing policies at the March 9, 2023 committee meeting:

09-02-23 IT WAS REGULARY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL:

THAT COUNCIL REFER THIS AGENDA ITEM TO THE PLANNING ADVISORY COMMITTEE FOR DISCUSSION AND CONSIDERATION.

CARRIED

On February 21, 2023, Council forwarded the following motion:

**d. Request for
Agenda Item: R1 –
Review Rental
Related Policies**

21-02-23 THAT COUNCIL REFER THIS AGENDA ITEM TO THE PLANNING ADVISORY COMMITTEE FOR DISCUSSION AND CONSIDERATION.

CARRIED

To make any changes to the R-1 zone, the Municipal Planning Strategy will have to be amended along with concurrent amendments to the Land Use By-law. This report outlines a draft workplan for PAC to consider as we formalize the next steps in this process. Staff anticipate this work will take several months to complete.

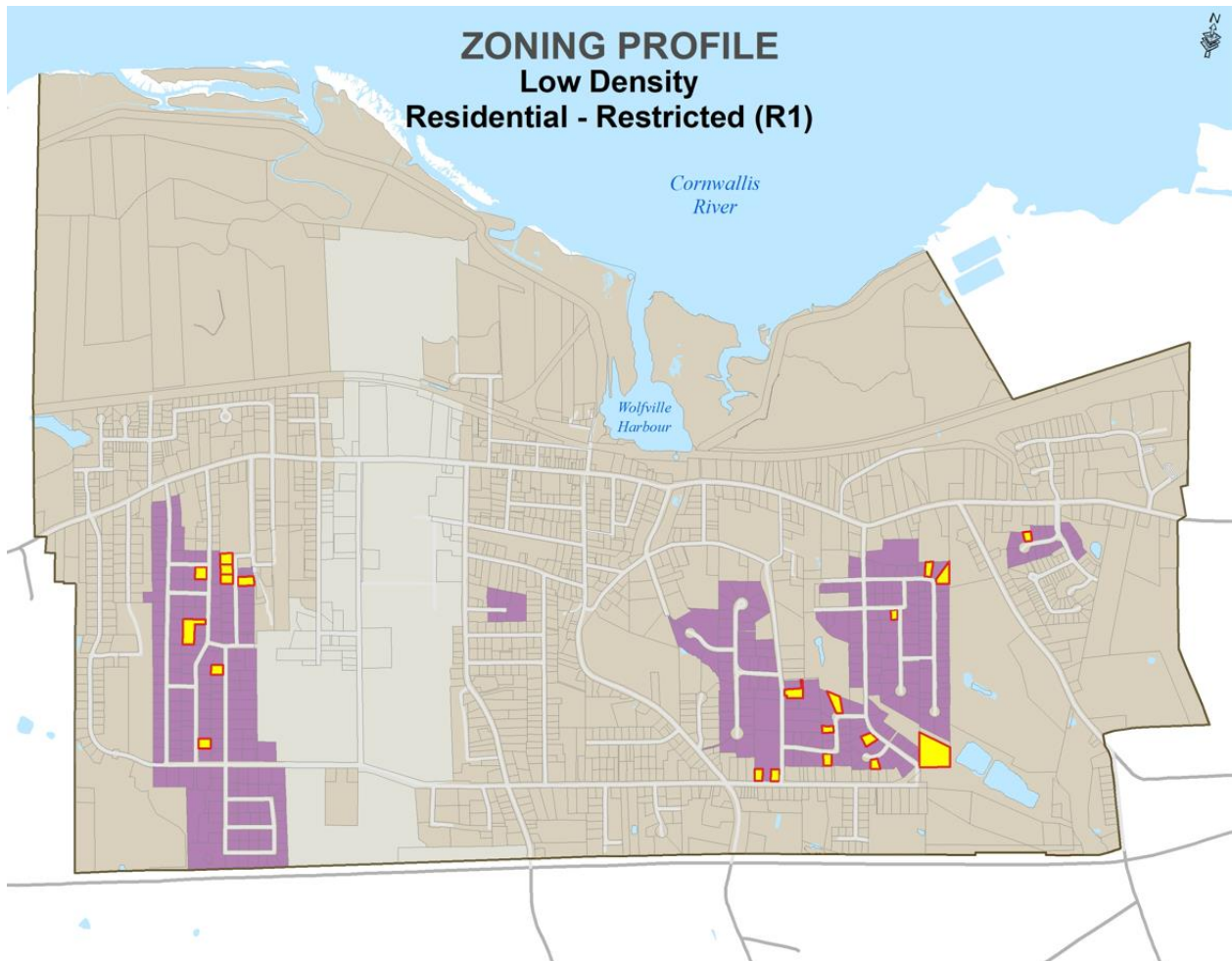
The R-1 zone shown on the map below, covers a total of 155 acres in Town, and makes up 26% of all residential land in town; however, Staff feel that the R-1 zone should be considered within the broader housing policies of the MPS.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan

Date: 2023-04-13

Department: Planning & Economic Development



This report details all housing policies in the MPS that we will consider during a review. Key questions we will work through/our initial work plan, include:

- Public Education and Engagement
 - Need to think about timing
 - Guest Speakers
 - Are there suggestions or topic areas that would be helpful?
 - Engagement with community (see ideas below)
- Housing needs assessment
 - Provincial needs assessment will be available this spring in response to recommendations outlined in the [Nova Scotia Affordable Housing Commission Report](#)
 - What gaps will we have to fill?

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



- Exclusionary zoning (R-1) Review
 - Consider how the Town’s policies for R-1 land and other housing policies impact housing choice, availability and affordability.
 - What are other places doing?
- Affordability Review
 - What are other jurisdictions doing?
 - Role of municipality
 - Role of Province / Feds
 - Role of developers
 - Should the Town define affordable housing in the MPS?

Are there other areas to explore? (Others may emerge as we move forward).

REFERENCES AND ATTACHMENTS

1. [Municipal Planning Strategy](#) – see Part 8
2. [Land Use Bylaw](#)
3. [Request for Agenda Item – R1](#) – See P. 81
4. [Nova Scotia Affordable Housing Report \(2021\)](#)
5. [HRM Secondary Suites information](#)

PURPOSE OF REPORT

This report provides a fulsome list of the housing policies contained in the Municipal Planning Strategy (MPS) and other supplementary information so that PAC can provide input regarding a review of the MPS housing policies. A list of questions and ideas for PAC to consider which tools will assist in this review process is also provided.

DISCUSSION

Municipal Planning Strategy Housing Policies

Changes to the R-1 zone cannot be made without amending the housing policies in the MPS. Existing policies in the MPS demonstrate the need to permit a wider range of housing types in Town to help address social, environmental and fiscal sustainability needs. A holistic look at our housing ecosystem is required to help understand the role of R-1 and it’s pros and cons. This section outlines all policies in the MPS that relate to housing.

MPS Part 8. Neighbourhoods

“To better grow together, the neighbourhood designation and general policies are rooted in four subsections or Neighbourhood Focus Areas: Housing Choice and Affordability; Land Use

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



Compatibility and Placemaking; Sustainable and Resilient Development; and Neighbourhood Entrepreneurship.”

IT SHALL BE THE POLICY OF COUNCIL:

1. To establish the Neighbourhood Designation in this Plan and that it be reflected on Schedule 1: Future Land Use Map.
2. To enable the following zones within the Neighbourhood Area Designation and that they be reflected on the Zoning Map of the Land Use Bylaw:
 - a. Low Density Residential – Restricted (R-1)
 - b. Low Density Residential (R-2)
 - c. Medium Density Residential (R-3)
 - d. High Density Residential (R-4)
 - e. General Institutional (I-1)
 - f. Neighbourhood Commercial (C-2)
 - g. Comprehensive Development District (CDD)
 - h. Parks and Open Space (P-1, P-2)
 - i. Active Transportation zone (AT)
3. To recognize other zones may be warranted to address future issues and would be considered by amendment to this plan and/or the Land Use By-law, as per Part 11 – Implementation of this Plan.
4. To enable the rezoning of properties, save and except to or from the “Low Density Residential – Restricted” (R-1) zone, within the Neighbourhood Designation to another zone enabled in the designation where the general criteria of Section 11 – Implementation and specific criteria of the particular zoning category can be met.
5. To consider new General Institutional uses in the Neighbourhood Designation through a rezoning to the General Institutional (I-1) zone of the Land Use Bylaw.
6. To work toward discharging existing Development Agreements, once developments are complete, and applying the appropriate zoning category.

8.2 Low Density Residential

IT SHALL BE A POLICY OF COUNCIL:

1. To establish 2 categories of Low Density Residential zoning, “Low Density Residential – Restricted” (R-1) and Low Density Residential” (R-2), which permit a range of low density
-

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



residential uses including, but not limited to, single unit dwellings, accessory dwelling units, 2-unit dwellings, short-term rentals, and parks, as outlined in the Land Use Bylaw.

2. To recognize the Low Density Residential – Restricted (R1) zone as an area where land use activity is limited and special provisions of the Land Use Bylaw shall apply.
3. To consider a future review of the Low Density Residential – Restricted (R-1) zone to assess how these areas are consistent with the stated community priorities of this plan, other Town priorities, and future needs.
4. To use Site Plan Approval in the Low Density Residential zones of the Neighbourhood Designation, as outlined in the Land Use Bylaw, for the consideration of certain uses that require additional regulatory consideration.
5. To use Development Agreements in the Low Density Residential zones of the Neighbourhood Designation for the consideration of certain uses, as outlined in the Land Use Bylaw, that require unique and site specific considerations

8.3 Medium Density Residential

IT SHALL BE A POLICY OF COUNCIL:

1. To establish Medium Density Residential (R-3) zoning in the Land Use Bylaw that permits (as-of-right) a range of medium density residential uses as outlined in the Land Use Bylaw.
2. To use Site Plan Approval in the Medium Density Residential (R-3) zone of the Neighbourhood Designation as outlined in the Land Use Bylaw for the consideration of certain uses that require additional regulatory considerations.
3. To use Development Agreements in the Medium Density Residential (R-3) zone of the Neighbourhood Designation, as outlined in the Land Use Bylaw, for the consideration of certain uses that require unique and site-specific considerations.
4. To enable the rezoning of properties within the Neighbourhood Designation, to Medium Density Residential (R-3), where the criteria of Section 11 – Implementation and the provisions of the Land Use Bylaw can be met

8.4 High Density Residential

IT SHALL BE THE POLICY OF COUNCIL:

1. To establish High Density Residential (R-4) zoning in the Land Use Bylaw that permits (as-of-right) a range of high density residential uses, as outlined in the Land Use Bylaw.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



2. To use Site Plan Approval in the High Density Residential (R-4) zone of the Neighbourhood Designation for the consideration of certain uses that require additional regulatory consideration.
3. To use Development Agreements in the High Density Residential (R-4) zone of the Neighbourhood Designation for the consideration of certain uses that require unique and site-specific considerations.
4. To include in the Land Use Bylaw special regulation for high density residential uses related to parking areas, landscaping, massing, amenity space, and other matters to ensure neighbourhood compatibility.
5. To enable the rezoning of properties within the Neighbourhood Designation, to High Density Residential (R-4), where the criteria of Section 11 – Implementation and the specific provisions of the Land Use Bylaw can be met.

8.5 Comprehensive Development District (CDD) future neighbourhoods

IT SHALL BE THE POLICY OF COUNCIL:

1. To establish a Comprehensive Development District (CDD) zone in the Land Use Bylaw within the Neighbourhood Designation.
2. To require secondary plans to enable development agreements for developments within a Comprehensive Development District (CDD) zone.
3. To enable concurrent creation of secondary plans and development agreements and/or rezonings for Comprehensive Development Districts.
4. To require all proposals in the Comprehensive Development District (CDD) zone to enable a mix of commercial, institutional, park, open-space, and residential uses, in a variety of forms.
5. To enable certain existing uses on Comprehensive Development District (CDD) zoned properties, as outlined in the Land Use Bylaw.
6. To ensure the following criteria are met when Council is considering development proposals in the Comprehensive Development District (CDD) zone:
 - a. The minimum net-density of residential dwellings units shall be an average of 10 dwelling units per acre.
 - b. Require all power and communication infrastructure to be located underground (both primary and secondary) except in the following situations:
 - i. when 3-phase power is required; and

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



- i. ii. when undergrounding of services negatively impacts significant environment features, such as watercourses, wildlife habitat, areas of steep slopes and similar situations.
7. Larger parcels, or accumulated parcels, in other zones may apply to be rezoned to Comprehensive Development District (CDD).
8. To require a secondary plan for areas zoned Comprehensive Development District (CDD) that responds to the Town's 'sustainability checklist' (Schedule D: of the Land Use Bylaw - Sustainability Checklist for Comprehensive Development Districts) and respond to the following principles:
 - a. Land Use and Design
 - i. Community Centre
 - ii. Mixed Land Uses
 - iii. Community Plans
 - iv. Leveraging Existing Infrastructure
 - b. Connectivity
 - i. Active Transportation
 - ii. Green and Grey Networks
 - iii. Alternative Forms of Transit
 - iv. Connected Green Network of Natural Assets
 - c. Environmental and Economic Sustainability
 - i. Environmental Considerations
 - ii. Working Landscapes
 - iii. Low Impact Infrastructure
 - iv. Stormwater Management
 - v. Enhancing Natural Environmental Features of high ecological value
 - vi. Alternative Energy Sources
 - vii. Density
 - viii. Local Economy
 - d. Social Equity
 - i. Education Opportunities
 - ii. Mixed Housing Types
 - iii. Affordable Housing Supply
 - iv. Accessible Design and Built Forms
 - v. Prioritization of Shared Spaces

Policy 8.6.1 Housing Choice and Affordability

The need and desire to encourage a broader range of housing types also arose out of the Affordable Housing White Paper and the Housing Symposium.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan

Date: 2023-04-13

Department: Planning & Economic Development



Key housing challenges based on the Wolfville housing needs assessment and the housing white paper and land use strategies to mitigate them are identified in Figure 8.7. This housing policy review should identify how the current policies may be hindering movement towards these strategies.

Key Housing Challenges / Needs	Land Use Strategies
<ul style="list-style-type: none">• We need to address the middle (both demographically and in terms of our housing stock).• We need to make housing more affordable for first-time buyers and young families and enable more 'mortgage helper' accessory dwelling units.• We need to make sure rental housing is well-managed and safe.• We need to provide more options for the aging population who wish to downsize and/or retire to Wolfville.• We need to build on existing expertise in the community and work toward better non-market housing options.	<ol style="list-style-type: none">1. Facilitating housing choices;2. Encouraging higher densities in strategic areas;3. Introducing dwelling type mix targets;4. Creating a policy framework that is receptive to innovative housing proposals; and5. Focusing priority housing types/forms of:<ul style="list-style-type: none">• Attached housing forms and ground-oriented dwelling units;• Supportive housing;• Accessible housing;• Well managed, safe rental housing;• Subsidized, non-market housing; and• Innovative Housing.

Figure 8.7—Key Housing Challenges

IT SHALL BE A POLICY OF COUNCIL:

1. To encourage an overall dwelling type mix in the Neighbourhood and Core Neighbourhood designations of at least 30% but not more than 35% detached dwellings, at least 15% attached dwellings, and at least 45% but not more than 50% apartment dwellings.
 - a. To consider semi-detached, duplex, townhouse and multi-unit dwellings containing up to four dwelling units to be attached dwellings in consideration of these targets.
 - b. To consider multi-unit dwellings above four units as apartment dwellings in consideration of these targets.
 - c. To consider applications for any new accessory dwelling unit or attached dwelling type within the Core – Neighbourhood designation to be contributing to meeting the Town's housing priorities.
2. To monitor and report on the pattern and amount of residential and non-residential growth and relate it to established targets.
3. To support projects that increase the variety of housing options available for Wolfville residents of all ages and incomes by:
 - a. Positively promoting the value of higher density housing forms such as accessory dwelling units, two-unit dwellings, townhouses, triplexes and fourplexes, and low-rise apartments;
 - b. Enabling smaller units through reduced frontages and lot areas and innovative housing forms / development techniques such as cluster housing; and
 - c. Allowing up to eight (8) dwelling units in the medium density residential (R3) zoning category;

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



4. To consider proposals which contribute to the overall supply and diversity of Wolfville's housing stock, which include innovative housing forms and development techniques as outlined in the Land Use Bylaw.
5. To work in partnership with the County, Regional Housing Authority, Provincial partners, government agencies, the private sector and other stakeholders to encourage the development of housing that is affordable for low and moderate income households or individuals.
6. To work within Wolfville to encourage the development of housing that is affordable for low and moderate income households or individuals by:
 - a. Supporting incorporated organizations in their efforts (e.g. existing co-ops), such as by obtaining funding for community-based affordable housing initiatives or entertaining proposals on public land;
 - b. Prioritizing the processing of development proposals for non-market and subsidized affordable housing, including maximum flexibility in development agreements;
 - c. Encouraging new affordable housing units to locate near existing community facilities, existing or potential transit and active transportation routes, and in areas of level topography along Main Street and in the Core Area;
 - d. Considering a municipally-initiated Land Use Bylaw Amendment to implement appropriate zoning for a subsidized affordable housing proposal brought forward by a community group or partnership, or for lands that may be appropriately reserved for the future development of affordable housing; and
 - e. Consider the development of affordable housing when disposing of municipally-owned surplus lands.

8.6.2 Sustainable and Resilient Neighbourhoods

IT SHALL BE THE POLICY OF COUNCIL:

1. To ensure new residential or mixed-use development proposals are not premature or inappropriate by reason of the financial ability of the Town to absorb capital and/ or maintenance costs related to the development form and pattern.
 - a. Consider the development of a Development Cost Charges Bylaw to better balance the impacts of new development on the Town's infrastructure deficit and that considers life-cycle costing.
2. To identify areas where residential development will not be permitted or only permitted subject to certain conditions, in accordance with the Development Constraints and the Zoning Map of the Land Use Bylaw.
3. To recognize the importance of considering increased densities and infill development throughout all residential neighbourhoods in Wolfville, save and except the R1 zone, to create inclusive mixed income neighbourhoods, and contribute to the community's vibrancy.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



- a. To work with landowners of properties with very large parcels to encourage infill development.
- b. To enable in the Land Use Bylaw a range of Secondary Suites (attached/in-home and detached), save and except in the R-1 zone, to acknowledge the gentle density and housing choice this unit type can provide.
4. To limit the size of future residential street blocks to promote efficient development patterns and a walkable, permeating transportation network.
5. To prohibit the development of new cul-de-sacs and dead ends to improve traffic flow and neighbourhood walkability, except where geographical or environmental constraints require them.
6. To encourage urban agriculture on residential properties and if community interest is shown, consider expanding the permitted uses beyond laying hens for affordability, food security, and sustainability reasons.
7. To consider other means of land protection other than outright ownership, such as conservation easements and land trusts.
8. To ensure integration of land use planning and energy/ GHG emissions reduction, consider amendments to this Plan upon the adoption of a GHG emissions reduction, community energy, or similar plan for the Town.
9. To work with other agencies, institutions, organizations and levels of government to ensure the protection of environmentally sensitive and ecologically significant areas.
10. 10. To manage Town owned and leased land in an ecologically sustainable manner according to best management practice and in compliance with applicable legislative requirements.

8.6.3 Land Use Compatibility and Placemaking

IT SHALL BE THE POLICY OF COUNCIL:

1. To establish a maximum building height in the Town at 3-storeys, as defined in the Land Use Bylaw and informed by area design guidelines.
 - a. To consider a 4th story in certain zones by Development Agreement, as defined in the Land Use Bylaw.
2. To consider adopting a Residential Rental Licensing Bylaw that will introduce licensing requirements for rental accommodations in the Town, including but not limited to short-term rentals, single room occupancies and other rental uses, across all designations in Wolfville.
3. To introduce the Land Use of 'Single Room Occupancy' in the Land Use Bylaw and enable this use in certain zones.
4. To recognize that a healthy, inclusive, and vibrant neighbourhood consists of a variety of housing types, designs, sizes and styles.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan

Date: 2023-04-13

Department: Planning & Economic Development



5. To recognize that compatibility comes in many forms and a particular architectural style or element does not dictate compatibility but rather the overall project and neighbourhood context.
6. To recognize that when considering development proposals, any single development is not a precedent for the approval of another, particularly when conditions have changed over time.
7. To recognize the importance of quality places in addressing social isolation and improving human connectivity and intermingling of both residents and visitors of all ages, incomes and abilities.
8. To encourage the creation of public spaces that demonstrate:
 - a. clustering of public uses to create a community hub and improve access to services for all residents; and
 - b. distribution of smaller attractions/points of interest throughout the town to improve access to public amenities for users of all ages, incomes and abilities.
9. To encourage Social Inclusion by striving to develop a framework to consider specific small-scale projects (including art) that align with the priorities of Council and/ or that present an innovative and diverse approach to the temporary or permanent use of space in parks/public spaces.
10. To support Social Inclusion through land use decision making by recognizing that planning does have a role to play in creating inclusive rather than exclusive built environments and that our built form should reflect our desire to be inclusive of all people.
11. To support a hybrid-form based zoning approach and monitor this approach over time.

12.2 Evaluating the Planning Strategy

As the town continues to grow and change over time, it is necessary to regularly review the Town's growth strategy to ensure that it continues to reflect the priorities and objectives of the community and Council. To monitor and evaluate progress, priorities within this Plan should be broken down by metrics to track progress and measure success while also revealing possible constraints to the goals of the Town. While some goals and metrics may be more influenced by external forces, only by monitoring the progress of this Plan and adapting can we evaluate this planning strategy effectively. To do this, Council aims to "measure what we treasure" and focus on achieving the community goals we value.

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan
Date: 2023-04-13
Department: Planning & Economic Development



Part 13 - Schedule 4 – Community Profile and Housing Needs

This section provides a Community Profile (overview) and describes the housing supply in Wolfville as of 2016. Provided that a housing needs assessment, led by the Province has been conducted and will be available this Spring, PAC can consider whether a policy requiring a Wolfville housing needs assessment be done every X (some number TBD) years could also be considered.

This section contains information related to the current and projected population of Wolfville and a housing needs assessment based on findings from an assessment conducted in 2018 as well as 2016 census data and other sources. Up to date data has revealed that current population projections exceed those stated in the MPS, largely based on unforeseen events such as the COVID-19 pandemic and resulting housing shifts and in-migration to Wolfville. These population changes along with other factors may have changed housing needs and as such may require review.

This section includes ways of looking at affordability and describes Wolfville’s housing supply to be “seriously unaffordable”, and states that Nova Scotia housing costs are highest in the country relative to household income.

This part of the MPS needs to be updated given changes since adoption.

Questions for PAC to consider:

- Staff could bring in guests to speak to the housing crisis and need for housing. Some guest speakers could include academics, housing professionals and service providers, or provincial government employees. Are there any guest speakers you would like to hear from?
 - Is there interest in doing a one-day workshop?
 - What further information does PAC want Staff to bring to future meetings?
 - The Provincial needs assessment should help us but there may be local gaps (TBD)
 - What type of consultation would be appropriate?
 - We would think to create a Housing Policy Blooms page to hold all information
 - Propose having some pop-up housing discussions (eg Farmers’ Market)
 - Using a survey tool to gauge opinions
 - Sending a letter to all property owners to encourage participation and provide background
 - Having some open house type meetings as we near making recommendations
 - PAC would also have to hold public input throughout the process at regular meetings and the legislative requirements for public participation and public hearing if amendments are sought
 - What other information do you need?
-

PLANNING ADVISORY COMMITTEE REPORT

Title: Housing Policy Review Work Plan

Date: 2023-04-13

Department: Planning & Economic Development



NEXT STEPS

This work will take a number of months to complete and should be considered carefully as we move forward.



HOUSING DISCUSSION

How we got here...

SEPT
2020

- Adopted new Planning Documents

MARCH
2021

- Presentation on high-level housing issues.
- Review of Muni, Provincial roles in housing.
- Plan+1 review
- Presentation from Russ Sanche (Portal Youth)

APRIL-MAY
2021

- Presentation from Provincial Planner Alan Howell on NS Housing Commission Report
- Housing discussion continued into May

JUNE-JULY
2021

- Staff report to PAC
- Suggested changes to R-1 to permit mixed housing in all R zones.
- Housing continuum explored
- Housing needs assessment needed

SEPT
2021

- PAC - Staff report on R-1 & Building height
- 2 motions: move forward with certain amendments to MPS/LUB incl. rentals, STRs and building height
- **R-1 discussion to pause until SRO, rental license + building height work concludes**

NOV-JAN
2022

- PAC - STR overview - more than 50 STRs in Wolfville
- East End Secondary Plan brought building height discussion back

MARCH
2023

- **Council request that PAC review R1 and Housing Policies**
- PAC direct Staff to return with housing review workplan, are interested in pursuing R1 discussion

APRIL
2023

- Staff bring R1 and Housing Policy Review workplan to PAC

PLANNING ADVISORY COMMITTEE REPORT

Title: Short Term Rentals Update to PAC
Date: 2023-04-13
Department: Planning & Economic Development



SUMMARY

Short-Term Rental Updates

This is for information purposes only – future agenda items will follow on short-term rentals.

Staff have been exploring short term rental impacts and regulations since September 2021. A summation of work that has occurred to this point can be viewed in the attached flow chart. Most recently, the province has opened the short-term rental registration portal which requires all roofed short-term rentals to register their accommodation with the Province. Part of this registration process requires operators to obtain registration confirmation from the municipality in which they are located before they can obtain provincial registration approval. Hosting platforms (Airbnb.ca, VRBO, et) are now required to ensure hosts have valid registration numbers on their listings.

Since the provincial registration opened, Staff have been receiving inquiries from short-term rental operators to begin their registration process and anticipate many more to contact the Town.

It is anticipated that some amendments may be required to the short-term rental land use bylaw requirements, shown below:

4.30 SHORT TERM RENTALS

Short Term Rentals shall be permitted in any zone that permits residential uses, except the Low Density Residential Restricted (R-1) zone, subject to the following conditions:

- (1) Short-term rentals shall only be permitted where proof of primary residence is provided to the Development Officer;
- (2) No more than three rental rooms are permitted;
- (3) Notwithstanding 4.30(2), a whole unit may be rented not more than 150 days per year. A record of rental days shall be provided to the Development Officer upon request.
- (4) In the case of a rental situation, written confirmation from the Landlord shall be provided;
- (5) A Fire and Life Safety Inspection shall be conducted on the premises before any Development Permit is issued;
- (6) Proof of any required licensing from the Province, or

PLANNING ADVISORY COMMITTEE REPORT

Title: Short Term Rentals Update to PAC
Date: 2023-04-13
Department: Planning & Economic Development



other regulatory bodies shall be provided to the Development Officer;

- (7) Proof of insurance shall be provided to the Development Officer;
- (8) A fee shall be provided as per the Municipal Fees Policy;
- (9) Short Term Rentals (e.g. Bed and Breakfast) shall not be subject to the size restrictions specified in section 4.16.7;
- (10) Must meet the parking requirements of Part 6.
- (11) Sections 4.30(1-3) do not apply to the Core Commercial (C-1) zone.

As shown in the Land Use Bylaw tables 8.2 and 14.1 below, short term rentals are permitted with conditions (outlined above) in the Low Density Residential (R2), Medium Density Residential (R3), High Density Residential (R4), Comprehensive development District (CDD) and Neighbourhood Commercial (C2) zones, as well as the Core Commercial (C-1) zone. Short-term rentals are not permitted in the Low Density Residential (Restricted) R1 zone or the Core Commercial Large Format (C-3) zone.

TABLE 8.2 Neighbourhood Land Use Table

APPROVAL PROCESS:

- P = Permitted as-of-right,
- PC = Permitted with Conditions (refer to General Conditions)
- SP = Site Plan Approval
- DA = Development Agreement

PLANNING ADVISORY COMMITTEE REPORT

Title: Short Term Rentals Update to PAC
 Date: 2023-04-13
 Department: Planning & Economic Development



Neighbourhood Commercial Uses	R-1	R-2	R-3	R-4	CDD	C-2
Art Galleries & Studios						P
Bakeries						SP
Catering Establishment > 80sqm						PC
Commercial Schools (new or expansion of existing)						SP
Craft Workshops > 80sqm						SP
Daycare Facilities (more than 4 children/persons)						SP
Farm Markets						SP
Hostels						SP
Hotels						DA
Inns (12 or less rental rooms)		SP	SP	SP		SP
Institutional Uses						SP
Laundromats						SP
Medical Clinics						SP
Nano-Brewery (See special provision in the C-2 zone)						SP
Neighbourhood Cafe < 100 sqm						SP
Neighbourhood Commercial Use > 200 sqm						DA
Neighbourhood Commercial up to 40% of Groundfloor of a multi unit building				SP		
Neighbourhood Commercial up to 100% of Groundfloor of a multi unit building				DA		
Neighbourhood Retail < 100 sqm						SP
Nursing Homes						SP
Offices & Professional Services > 80 sqm						SP
Parking Lots and Structures (Stand Alone)						DA
Residential Care Facility		PC	PC	PC		PC
Short Term Rentals		PC	PC	PC	PC	PC
Single Room Occupancy (4 or more rental rooms)		PC	PC	PC		PC

PLANNING ADVISORY COMMITTEE REPORT

Title: Short Term Rentals Update to PAC
Date: 2023-04-13
Department: Planning & Economic Development



TABLE 14.1 Commercial Land Use Table

Commercial Zones	C-1	C-2	C-3
<i>Accommodations</i>			
Hostels (12 or less rental rooms)	P	SP	SP
Hotels (12 or less rental rooms)	P	DA	SP
Hotels (more than 12 rental rooms)	SP	DA	
Inns (12 or less rental rooms)	P	SP	SP
Short term Rentals	PC	PC	

Next Steps:

- Staff are working with the province (e.g. data sharing agreement) and property owners through the new registry and will provide more information as we continue this work.
- It is anticipated that amendments may be required; however, at this point it is not clear. Our current framework is consistent with what is emerging as “best practice” (e.g. owner occupied).

PLANNING ADVISORY COMMITTEE REPORT

Title: Short Term Rentals Update to PAC

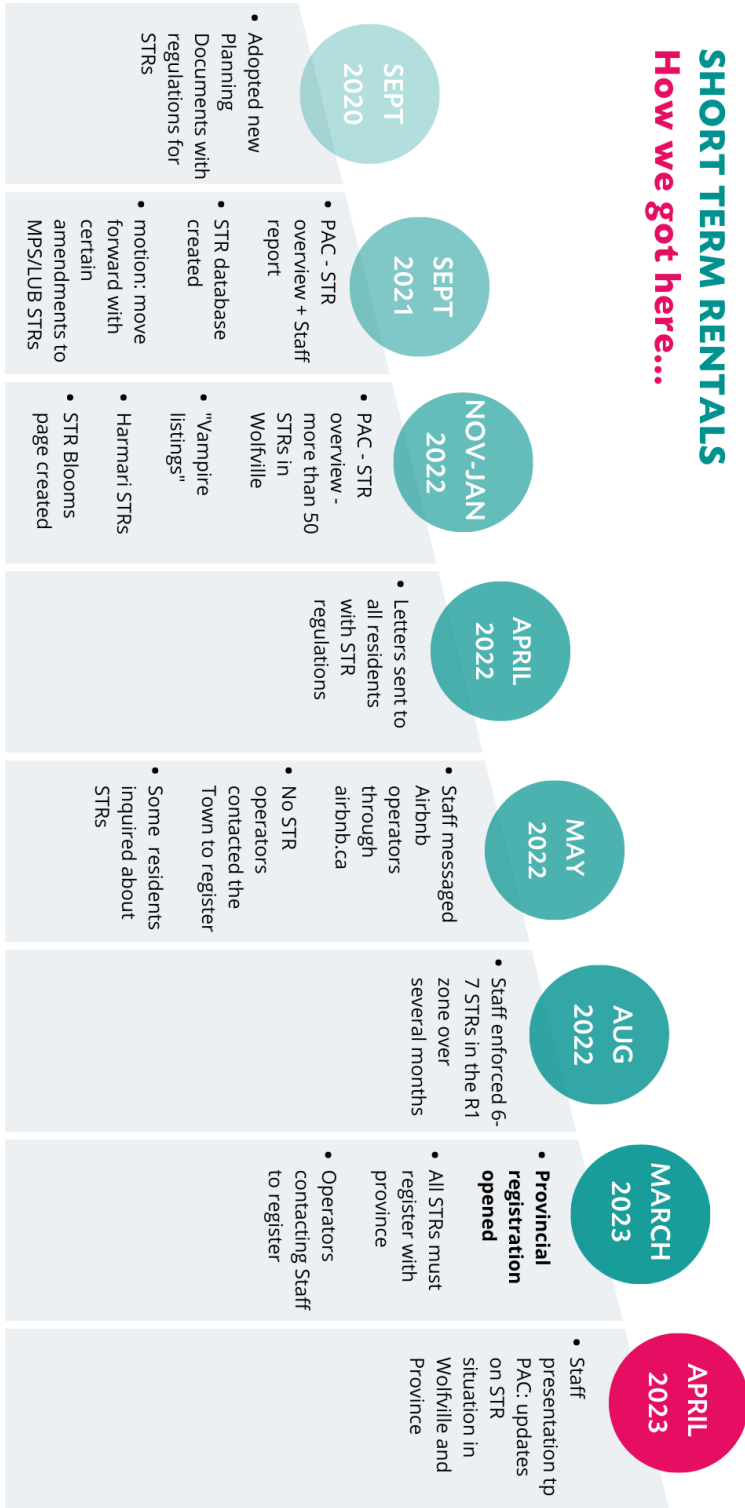
Date: 2023-04-13

Department: Planning & Economic Development



SHORT TERM RENTALS

How we got here...





SHORT TERM RENTALS

How we got here...

SEPT
2020

- Adopted new Planning Documents with regulations for STRs

SEPT
2021

- PAC - STR overview + Staff report
- STR database created
- motion: move forward with certain amendments to MPS/LUB STRs

NOV-JAN
2022

- PAC - STR overview - more than 50 STRs in Wolfville
- "Vampire listings"
- Harmari STRs
- STR Blooms page created

APRIL
2022

- Letters sent to all residents with STR regulations

MAY
2022

- Staff messaged Airbnb operators through airbnb.ca
- No STR operators contacted the Town to register
- Some residents inquired about STRs

AUG
2022

- Staff enforced 6-7 STRs in the R1 zone over several months

MARCH
2023

- **Provincial registration opened**
- All STRs must register with province
- Operators contacting Staff to register

APRIL
2023

- Staff presentation to PAC: updates on STR situation in Wolfville and Province



Town Council
Interim East End Update
April 2023 - Committee of the Whole +
Planning Advisory Committee

East End Secondary Plan

Schedule (April 2023)



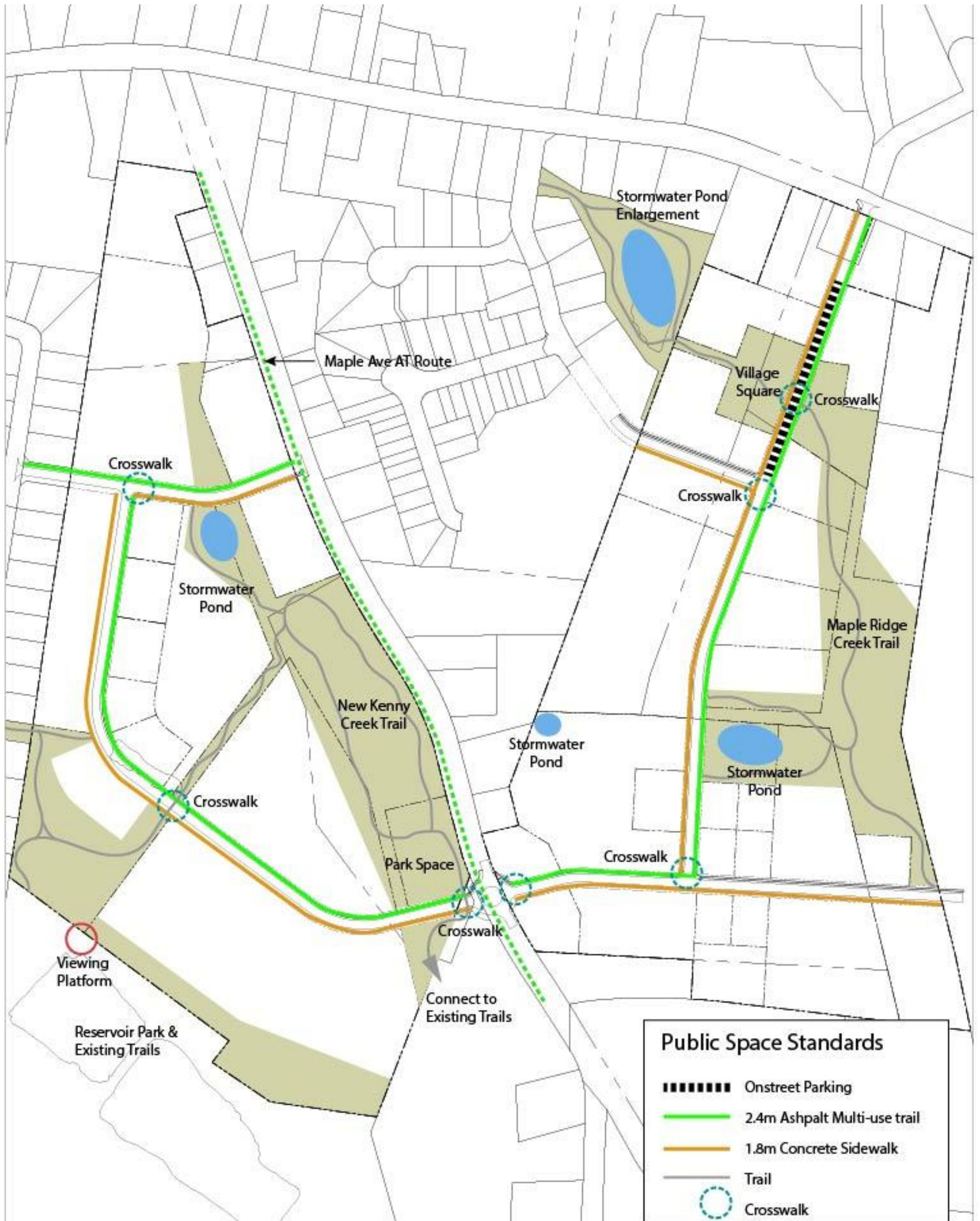
ACTIVITY	DATE
Staff to finish Secondary Plan package	By April 12-13
Advertising and Notifications for Public Participation Meeting at PAC	April 14 th
PAC and Council walk to Reservoir Park to overlook East End	TBD
Public Participation meeting – Special PAC meeting	May 2 nd
Regular PAC meeting – Recommendation provided to Council	May 11 th
Special Committee of the Whole on East End + 1 st Reading of Changes	May 25 th
Public Hearing	June 13 th /TBD (subject to Council direction)
Decision on changes to MPS and LUB to enable East End Secondary Plan	June 20 th /TBD

Reference: [Town's Public Participation Program Policy](#)

NOTE: Staff are concurrently finalizing a servicing agreement (outlining all road and public space standards) with the Kenny Land owners, to be approved concurrently.

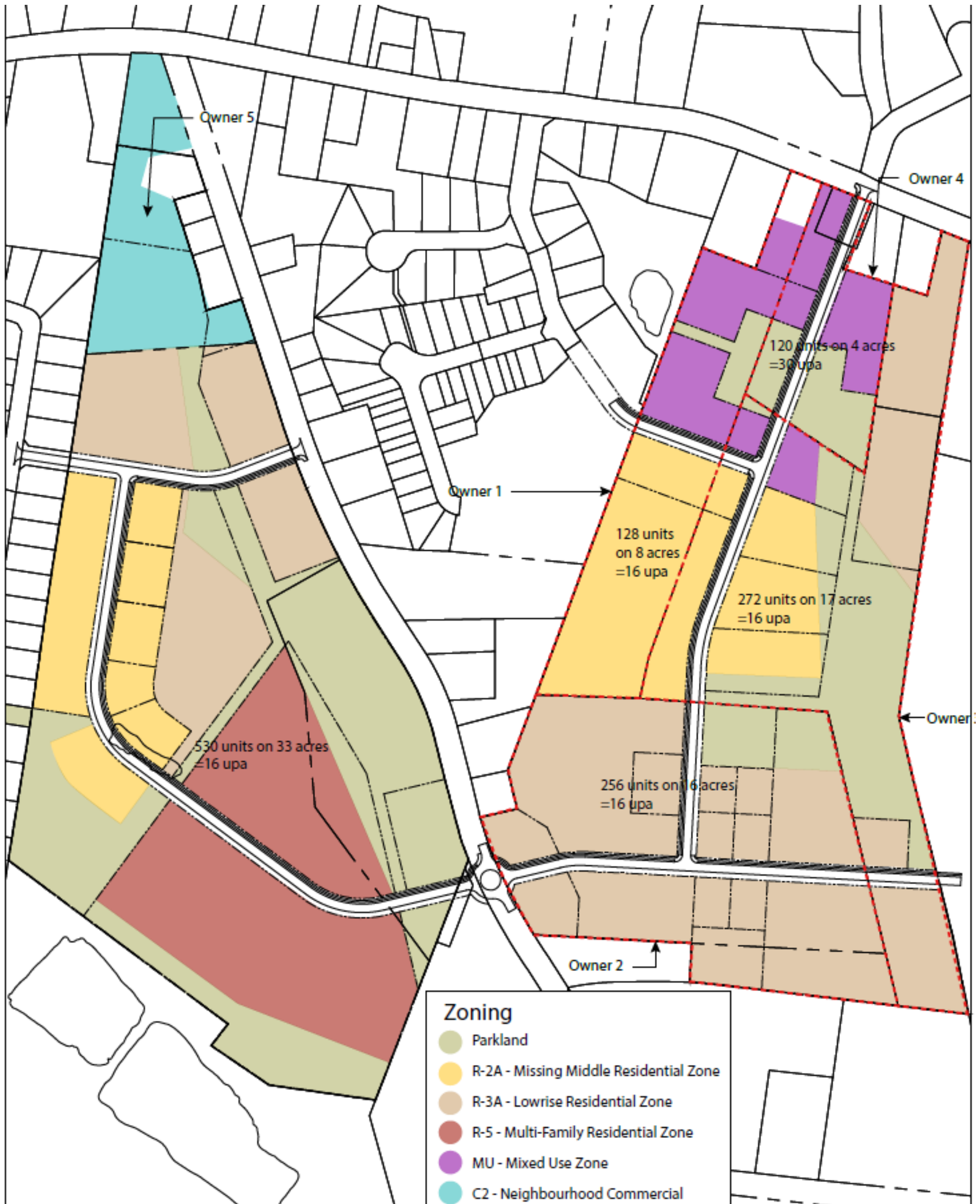
East End Secondary Plan

Public Realm Update (April 2023)



East End Secondary Plan

Zoning Update (April 2023)



Policy 610-006
Public Participation Program Policy



POLICY

Public Participation Program Policy	
Policy Number: 610-006	Supersedes Policy Number:
Effective Date: 2020-06-30	Approved by Council Motion Number: 08-06-20

1.0 Purpose

To establish a policy for public participation and notification for the adoption or amendment of Planning Documents as required by section 204 of the Municipal Government Act.

5.0 Policy

5.1 Amendments of Planning Documents or entering into or amending Development Agreements

Whenever it is intended to adopt or amend the Municipal Planning Strategy, Land Use By-law, or Subdivision By-law, or enter into or amend a Development Agreement, Council shall take the following steps to gain public input:

- Holding one or more public meetings. These meetings shall be open to all members of the public and shall provide an opportunity for the public to comment, make suggestions, discuss and receive information with respect to the Planning Documents or Development Agreement.
- The notice of any public meeting shall be published in a newspaper circulating in the Municipality as well as posting a notice on the Town website. This notice shall state the date, time and place of the meeting and the hours during which the planning documents may be inspected by the public. Public hearing notices shall comply with the requirements laid out in section 206 of the MGA.
- Notifying, by mail, the owners of neighbouring properties within 100 metres of both the public information meeting or public hearing regarding a proposed Land Use Bylaw amendment, development agreement or amendment to a development agreement to a specific property.

5.2 Notice to Abutting Municipalities

As required by section 204A of the MGA, in the case where the adoption or amendment of a Municipal Planning Strategy is proposed, Council shall seek input from the County of Kings through the following:

- Notify the Clerk of the County of Kings of the proposed adoption or amendment to the Municipal Planning Strategy. The notice shall provide a timeline for a response to be received in order to be considered by Council.
- If applicable, ensure that engagement deals with topics associated with the Statements of Provincial Interest.
- Ensure that this engagement is completed prior to the first notice for a public hearing.