



# Planning Advisory Committee Meeting

May 11, 2023

4:00 p.m.

In-person, Council Chambers

## Agenda

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### Call to Order

#### 1. Approval of Agenda

#### 2. Approval of Minutes

- a. Planning Advisory Committee Meeting, April 13, 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. Housing Policy Review Presentation: 2022 Rural Homelessness Count (Alisha Christie and Professor Mary Sweatman)



**5. Old Business:**

- a. East End Draft Secondary Planning Strategy Recommendation Report
  - i. Staff Report
  - ii. What we Heard – Open House

**6. Round Table**

**7. Next Meeting**

- a. June 8<sup>th</sup>, 2023

**8. Adjournment**

**ATTENDING**

- Deputy Mayor Madeira-Voss Chair
- Mayor Wendy Donovan, acting Chair
- Councillor Wendy Elliott,
- Councillor Jennifer Ingham,
- Beverly Boyd,
- Corey Cadeau,
- Kelly van Niekerk
- Michael Martin
- Caroline Beddoe, and
- Recording Secretary Lindsay Slade

**ALSO ATTENDING**

- Director of Planning & Development, Devin Lake
- Samantha Horner, Student
- Harpal Singh, Student
- Bridget Taylor, Student
- Mohammad Keyvan, Student
- Jacob Macpherson, Student

**MEMBERS OF THE PUBLIC**

- 1 Unknown member of the public
- Joe Rafih

**CALL TO ORDER**

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

**Agenda Item**

**Discussion and Decisions**

**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 March 9, 2023 BE APPROVED AS CIRCULATED WITH AMENDMENTS TO CORRECT THE SPELLING OF DEPUTY MAYOR ISABEL MADEIRA-VOSS AND JIM DEWAR'S NAMES.**

**CARRIED**

**Agenda Item**

**Discussion and Decisions**

**3. Public Input /  
Question Period**

- **No public input**

**4. New Business:  
a. Neighbourhood  
Commercial (C-2)  
Zone  
Presentation  
(Student Project)**

- Graduate students of Dalhousie's Master of Planning program provided a presentation on their research of Neighbourhood Commercial use that could be applicable to the Town's C2 zone.
- The presentation detailed the three study sites of the project: the Harbourside Node, East Main Node and the Summer Street Node.
- A background explanation of neighbourhood commercial zone as well as policy context was provided.
- An overview of what the students heard from public engagement was provided, highlighting a range of perspective on neighbourhood commercial use.
- Opportunities and barriers for commercial expansion in the C2 zone were described. Some of the barriers include variability in approval processes for various, similar uses. Opportunities include permission of two buildings per lot, as well as the connectivity of C2 lands to the proposed AT network.
- There is likely adequate parking in the existing C2 sites to accommodate more commercial use in this zone.
- In the East Main Street node there are many C2 properties with large lots and low lot coverage that could be expanded.
- An overview of Bill 177 was provided as well as a description of how other municipalities have implemented similar bills.
- An overview of findings from a jurisdictional scan was provided and it was recommended that parking requirements be reduced in certain circumstances. Kiosks were identified as an opportunity to attract tourism.
- Recommendations to the Town include simplifying the approval process for different commercial uses, expanding the ability for development officers to vary parking requirements, and reductions of front yard setback requirements, using Bill 177 to phase in commercial assessment with more significant rebates offered in the earlier years, and working with the Province to charge commercial tax rate for short term rentals.
- Node specific opportunities for the Harbourside Node are to do more research into operational costs of kiosks. A pilot project for

**Agenda Item**

**Discussion and Decisions**

shared streets on the Summer Street Node, and investing in infrastructure like wider sidewalks to ready the street for commercial investment.

- Limitations encountered include low stakeholder engagement, particularly among renters in the C2 zone, limited data availability for C2 properties in other municipalities.

**Question and answer period**

- Councillor Elliot: Interested in the kiosk concept in light of recent food truck conflict in Lunenburg - how does a food truck and kiosk differ? Samantha Horner stated that the key difference is that Kiosks are typically satellite sites of existing businesses. Director Lake stated that kiosks typically are wired to electrical, where as food trucks often run on generators and are more of a nuisance as a result.
- Councillor Ingham asked whether there is another Town that the students identified in their work that is of a similar size to Wolfville that has explored kiosks. Samantha stated they did not come across such a community. Bridget stated that a city in Ontario has explored shipping containers.
- Corey Cadeau asked about lot coverage requirements and whether the 40% lot coverage requirements create barriers for future development.
- Caroline Beddoe: What is the why behind helping to leverage commercial opportunities in these nodes? Samantha stated that the why relates to promoting walkability and developing complete communities to allow residents to live, work and play in Wolfville. Additionally, only 4% of Wolfville is zoned for commercial use suggesting a low commercial capacity. Maintaining the "character" of Wolfville while increasing commercial opportunities is another reason to explore C2.
- Mayor Donovan asked if there was any feedback specific to the Summer Street node from permanent residents. Samantha stated that there has been no such specific feedback.
- Director Lake identified the next steps for the C2 work and stated that the Planning department will likely return with some amendments to the C2 zone this fiscal year.

**b. Housing Policy Review**

- Director Lake provided presented a list of items for PAC to select to include as part of the Housing Policy Review Workplan.
- The R-1 policy review will likely require its own engagement and review outside of the housing policy review more broadly.

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**Discussion and Decisions**

**c. Short Term  
Rentals  
Presentation and  
Updates**

- PAC held a discussion regarding which items they would like to proceed with in regards to the workplan.
- Kelly asked whether there are conceptual site plans or scenarios for what could be possible in amended R1 zones.
- Caroline stated that guest speakers with lived experiences would be important for PAC to hear and requested that there are more examples of what place making and hubs as stated in the MPS translates to in real life.
- Mayor Donovan stated that it is unlikely the Town could require R1 dwelling units to be owner occupied.
- Councillor Ingham stated that public consultation will be very important, and that some residents have inquired about rezoning R1 properties that abut other residential zones that permit more than 1 dwelling per lot. Engagement at the Farmers Market would be a good idea. Review real estate trends for Wolfville – there are many people who have more than 1 unit in R1 zones that the Town is unaware of.
- Councillor Elliott stated that there are houses in Wolfville with apartments in them that are not permitted but there are other zones where it is allowed and they make good examples for what amendments to the R1 zone would look like.
- Corey stated that allowing more than 1 dwelling unit opens up the market for first time buyers and lower income buyers.
- Michael asked what the reasoning was at the time of the creation for R1 zone. He would like to hear from someone at the Province who can speak to population change and housing need more broadly.
- Kelly stated that the text boxes on the C2 survey were difficult to fill in as the text boxes wouldn't expand.
- Director Lake stated staff will bring back more information over the next few meetings before we move forward with public engagement.
- Caroline asked for clarification if PAC will review all housing policy or just R1.
- Director Lake stated that all housing policies will be looked at holistically, but R1 concerns have been the main thrust of this work.
- Beverly stated that public participation for the East End is coming up soon and the R1 public engagement could create challenges with that work.
- Director Lake advised that Staff require several months to work on the housing policy review before public participation occurs.

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**Discussion and Decisions**

- Lindsay provided an overview on work to date and issues surrounding short-term rentals for new members.
- An update on the Provincial registration and data sharing agreement was provided.
- Staff are working with the Province to work out issues with registration as they go. This process will take some time to get right.
- Staff anticipate needing to complete approximately 50 fire inspections as a result of the Provincial registration regulations and advise that this will take time to roll out.
- The need for amendments to the short-term rental regulations in the land use bylaw may arise from this work.
- Mayor Donovan expressed concern for the Town's liability for short-term rentals and the time commitment required to adequately manage this and associated costs of doing so. Director Lake stated that increasing the fee for short-term rentals could be one approach to managing this cost.
- Corey asked for clarification of the need for a fire inspection for short-term rentals in a homeowner's primary residence.
- Deputy Mayor Madeira-Voss commented that Town notices sent with water bills may go unread and Staff should explore more effective messaging.
- Mayor Donovan stated that commercial uses typically have higher tax rates because additional levels of service such as fire inspections are more common, however many short-term rentals are not paying commercial taxes.

**5. Old Business:**

Deputy Madeira-Voss left the meeting, and Mayor Donovan took the position as acting Chair.

**a. East End Interim Updates and Schedule**

- Director Lake stated that Staff are working on an updated meeting package on the East End and sending out notifications for the May 2<sup>nd</sup> Open House.
- A walking tour of the site at the look off site at Reservoir Park could be scheduled on April 27<sup>th</sup> or 28<sup>th</sup>.
- 3D renderings will be included in the April 24<sup>th</sup> meeting package.
- An open house will be held for PAC, Council and the public and a what we heard report will be provided to PAC following the open house.
- Director Lake provided a timeline of the events that are required as part of the process of adopting a secondary planning strategy.

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**Agenda Item**

**Discussion and Decisions**

- A map showing public space including parks and road locations was provided.
- Some zoning has changed based on PAC discussion.
- Staff will bring back more detail on the road connector to Bishop Ave.
- A revised concept plan showing zoning and scale was presented.
- Beverly provided comment regarding visualizing building height from the view plane and requested walking the Maple Ridge lands.
- Councillor Elliott echoed Beverly's comments regarding walking the lands and stated that walking Maple Avenue would be helpful too in terms of road safety.
- Director Lake stated that the land is currently very difficult to walk on and that the steep grades will change with construction so it may be challenging to walk the lands and adequately visualize building mass on the existing grade, however renderings can offer a visualization.
- Mayor Donovan stated it is important for the committee to walk the lands and that there are some trails that the committee could likely navigate safely.
- Michael asked if the Town or the developer decides where building begins first.
- Kelly asked where schools would be permitted in the east end.
- Director Lake stated that it is unlikely that a public school would be sited in the East End due to the acreage required by the school board but will have more information coming.
- Corey asked if 40% lot coverage requirements could pose limitations to the best possible use of a lot in the future in the C2 zone.
- Director Lake stated that lot coverage requirements will be discussed through the ongoing C2 review.
- Caroline stated that there is an undeniable need for community spaces and questioned whether the mixed use zone or institutional zone is more appropriate and whether the Town can define more specifically what can go in the mixed use zone.
- Director Lake stated that the mixed use zone is prescriptive and dictates what can and cannot go in that zone.
- Director Lake stated that Staff will provide PAC with a primer ahead of the Open House.



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<b>6. Round Table</b>	<ul style="list-style-type: none"><li>• Councillor Elliott commented that there may be more land available along the railway corridor for C-2 commercial use.</li><li>• Caroline encourages PAC to continue considering all of the voices in Wolfville.</li><li>• Beverly thanked the students for their presentation.</li><li>• Kelly asked if the walking tour could occur before 6pm to ensure there is adequate daylight and echoed Corey's comment regarding 40% lot coverage in the C2 zone and how this may limit commercial expansion.</li><li>• Mayor Donovan asked for clarification of C2 zone locations.</li><li>• Director Lake stated that for the purpose of the student projects that select C2 properties were looked at to limit the amount of work required and that the entire C2 zone will be looked at as PAC works through this zone.</li></ul>
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<b>7. Next Meeting</b>	
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| <b>a. May 11, 2023 – regular PAC meeting – East End recommendation to Council.</b> |  |
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<b>8. Adjournment</b>	
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April 13, 2023 – 5:50 p.m.

**IT WAS REGULARLY MOVED AND SECONDED THAT THE PLANNING ADVISORY COMMITTEE MEETING BE ADJOURNED AT 5:50 p.m.**

**CARRIED**

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**Agenda Item**

**Discussion and Decisions**

**Approved at the \*\*\*\*\*, 2023 Planning Advisory Committee Meeting.  
As recorded by Lindsay Slade, Community Planner**

DRAFT

## PLANNING ADVISORY COMMITTEE REPORT

Title: East End Secondary Planning

Date: 2023-03-09

Department: Planning & Development

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# SUMMARY

## East End Secondary Planning Strategy

The East End Secondary Planning Strategy continues to move forward and is nearing completion.

Extensive background information on the project can be found here:

<https://wolfvilleblooms.ca/eastend>.

The purpose of this report is to have the Planning Advisory Committee (PAC) review a near-final secondary plan package (see updated report referenced), discuss a 'what we heard' report from the May Open Houses (attached) and provide a recommendation to Council, highlighting what Council may want to consider before a Public Hearing.

Staff will provide a presentation at the May PAC meeting to address comments in the What We Heard Report, other background and next steps.

### Draft Motion

That the Planning Advisory Committee provide a positive recommendation to Council on the East End Secondary Planning Strategy and associated amendments to our Planning documents, subject to Council providing further consideration to the items outlined in the attached 'what we heard' report.

Note: more specific motion / a list of issues may be warranted and drafted at the meeting during discussion with the PAC.

## PLANNING ADVISORY COMMITTEE REPORT

Title: East End Secondary Planning

Date: 2023-03-09

Department: Planning & Development

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### 1. BACKGROUND

This report provides the near-final secondary plan, a what we heard report from the May Open Houses and based on this, PAC will be providing a recommendation to Council at this meeting. This process has been ongoing for 2+ years including substantial consideration, presentations and deliberation on this file. Council will inevitably make a decision, informed by the PAC recommendation and careful consideration.

### 2. RECENT ACTIVITY & NEXT STEPS

- May 2, 2023 – Council approved the closure of the compost site in early June and an interim agreement with the Developer of the Kenny Lands to move forward with road construction preparation (culvert replacement, earth works)
- May 2, 2023 Open Houses at the Farmers’ Market with PAC
- May 11, 2023 PAC considers ‘what we heard’ and provides recommendation to Council
- May 25, 2023 Special Committee of the Whole and Council to consider PAC recommendation, make any final changes and move the Secondary Plan for a Public Hearing
- June 12, 2023 Public Hearing
- June 20, 2023 Council Decision

Note: Other process to-date is outlined on the Wolfville Blooms page.

### 3. DISCUSSION

Staff will address many of the ‘what we heard’ comments in a presentation at the May 11, 2023 PAC meeting and these will be added to the existing FAQ in the secondary plan as we move to finalize the document. It is anticipated some changes will be made based on the What We Heard report. From Staff’s perspective these changes are relatively minor in nature.

If there is a desire for major changes, the timeline outlined here will be impacted.

### 4. POLICY CONTEXT

As part of this process we will be amending our Municipal Planning Strategy (MPS) and making concurrent amendments to our Land Use By-law. These are outlined in detail in the latest Secondary

## PLANNING ADVISORY COMMITTEE REPORT

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Plan document (referenced below). A broader policy context explanation (e.g. how the East End relates to our current MPS) was also provided in the March PAC report (see Blooms page).

### 5. REFERENCES AND ATTACHMENTS

- May 2023 Open House **‘WHAT WE HEARD’ summary report** (attached)
- **Secondary Planning Strategy Report** (see [here](#))
- **Wolfville Blooms** – East End Project page <https://wolfvilleblooms.ca/eastend>
- **Previous Planning Report that includes Utilities Capacity Assessment Update** (IR018-2022) and associated attachments – see [here](#)



## What We Heard:

### Draft East End Secondary Planning Strategy Open House

Staff, Planning Advisory Committee members and Council attended two open houses at the Wolfville Farmers' Market from 12-2PM and 6-8PM on Tuesday, May 2nd, 2023. The purpose of the open house was to share the most up-to-date information on the Draft East End Secondary Planning Strategy, including road layouts, zoning maps and zoning intentions, parkland and the viewplane.

Staff, committee members and Council recorded feedback at the open houses. Overall, the feedback was generally positive. The feedback has been summarized into categories below.

#### Traffic and parking

- Many concerns for safety and congestion at the Main and Maple intersection, particularly due to school bus routes and pedestrian safety.
- Concerns for congestion along Main St and at the 4 way stop. Clear traffic management plan is desired.
- Concern for increased traffic on Olsen Drive
- Concern for vehicle speeds on Maple Ave and desire for traffic calming.
- Downtown will face greater parking demand.
- Parking and traffic concerns for both the East End sites and downtown.
- Will there be EV charging station requirements? Must keep federal goal of 100% all new vehicles as EVs by 2050.
- Will the 4 way stop be changed?
- Parking areas for cluster housing not accessible for all.
- Too much land used for parking.

#### Storm water and Drainage

- Concerns for capacity at Olsen Pond and other storm ponds
- What other measures are being taken aside from ponds?
- Concerns for storm water management as the lands can be very wet.
- Ensure the ravine is not infilled.
- Old, dislodged clay tile on the Kenny lands may be contributing to poor drainage.
- Concern for lack of buffer south of Olsen Pond and paved area.
- Will the paved areas create drainage issues?



## Sewer and Water

- Home water pressure concerns particularly in and above the Whispering Creek subdivision where it is an existing issue.
- Fire services water pressure concerns
- Concerns over broken wells and water conservation.
- Will the new sewer infrastructure overwhelm the existing infrastructure?
- Can the sewer infrastructure handle this capacity?

## Roads, Trails and AT

- Many asking for a path to connect the Kenny and Maple Ridge lands.
- Trail network is great.
- Connectivity of all trails important.
- Positive feedback regarding road reserve pathway onto Bishop Ave.
- Discussions with landowners on Maple Ave regarding a connector trail between Kenny and Maple lands will happen.
- Will the road reserve onto Bishop be maintained with trees/landscaping?
- There is a need for better east to west access for all modes of transportation.
- Will some of the trails be removed and will they be replaced or reopened?
- The trails along the water bodies are a nice idea but will they actually happen?
- The connection between the top of Reservoir Park and Maple Ave by the highway could be improved.
- Who is responsible for trail development, Town or developer?
- Will there be more bus stops on Maple Ave?
- Could some parking areas be used as a carpool lot with EV charging stations?
- How does the microtransit work tie in?
- Are there areas downtown that could be used for more parking?

## Parkland and Trees

- Ensure plenty of trees and greenspaces between buildings.
- Need for community space between buildings.
- Clarification of park types that will be offered and the desire for playgrounds, courts, and park similar to Willow or Clock Park.
- Buffer of trees down the west side to mitigate noise and provide privacy, particularly during development.
- Will there be trees buffering the back of homes on Bishops from the new development?
- Much concern for tree cutting was heard.
- Will the look-off park platform at reservoir park be built?
- Olsen park needs to be dredged up and cleaned up.



- Could there be a tree buffer between Main St and Maple Ridge lands?
- Many happy with the volume of trails mapped.
- Can we ensure invasive plant species won't get transplanted into the site i.e. Japanese knotweed?

#### Services and Amenities

- Many voiced concern for the need for more services including schools, daycares, healthcare.
- Concern for Wolfville School to handle growth.
- Concern regarding compost site closure.
- Could there be a village square on the Kenny lands too?
- Can we ensure no big business or strip malls in village centre and dictate what types of commercial are permitted?
- Indoor recreation space needed.
- Can we restrict short-term rentals here?

#### Built Form and Housing

- Could building 'G' be smaller or orientated a different way?
- Building 'G' is too large for the wet area.
- Why is there no low density transition between Bishops Ave and building 'G'?
- Buildings 'I', 'H', 'F', and 'G' should be townhomes to avoid blocking sun across Maple Ave.
- Gradual increase in density preferred
- Many pleased with the village centre concept.
- Will the built form match the master plan shown? Some people were skeptic of what the final built form will look like relative to what they are being shown at this stage.
- There was a lot of positive feedback about the proposed building heights, though some would prefer limiting building height to 3 storeys.
- A mixture of positive and negative feedback for the high density zone below reservoir park, however the rendering has been helpful at mitigating concerns.
- Some concern over massing and site lines of multi-storey buildings from Bishops Ave.
- How much can the Town influence what a developer builds from a design perspective? Concern that the buildings will lack imagination and landscaping details.
- Many questions regarding the provision of affordable housing including co-op and subsidized housing.
- How do other designers or developers get involved with the site construction?
- The cluster housing looks nice.





## Livability

- Who is this development for i.e. who will live here and use the services and amenities on the sites? What range of incomes, life stage etc can expect to live here?
- Where will these residents work? Concern of Wolfville becoming a bedroom community.

## Other

- Timelines for construction and communications of construction dates important.
- When can people expect construction to start and what will be built first.
- American flag on the look-off rendering.
- Where did “McLean Road” come from?
- Some confusion between what was presented at Lightfoot and Wolfville open house events versus this one, particularly in terms of building height.
- General appreciation for the amount of work involved and transparency provided throughout process.
- Can we ensure set hours of work for construction, i.e. 7-5 Monday to Saturday?
- Some expressed mistrust of what the development will look like and how or if the Town can hold them accountable.
- There are many other areas in Town where rezoning is applicable to improve settlement patterns, though it appears these are not getting as much attention as the East End.
- What is the timeline for Maple Ridge development?
- Concern about ecological impacts on local wildlife habitat.

## Images from May 2023 Open House Event





