

**Report to  
Rapport au:**

**Agriculture and Rural Affairs Committee  
Comité de l'agriculture et des affaires rurales  
4 March 2021 / 4 mars 2021**

**and Council  
et au Conseil  
10 March 2021 / 10 mars 2021**

**Submitted on 4 February 2021  
Soumis le 4 février 2021**

**Submitted by  
Soumis par:  
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Director / Directrice  
Planning Services / Services de la planification,  
Planning, Infrastructure and Economic Development Department / Direction  
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**Ward: RIDEAU-GOULBOURN (21)**

**File Number: ACS2021-PIE-PS-0023**

**SUBJECT: Official Plan and Zoning – 1164 and 1166 Highcroft Drive**

**OBJET: Plan officiel et zonage – 1164 et 1166, promenade Highcroft**

## REPORT RECOMMENDATIONS

1. That the Agriculture and Rural Affairs Committee recommend Council:
  - a. Approve the proposed modifications to the Official Plan for 1164 and 1166 Highcroft Drive to increase the density of the property to a maximum of 29 dwelling units per gross Hectare, as detailed in Document 2.
  - b. Approve the proposed amendment to Zoning By-law 2008-250 for 1164 and 1166 Highcroft Drive to re-zone from Village Residential First Density Zone, subzone P (V1P) to Village Residential First Density Zone, subzone P with a rural exception (V1P[xxx-r]) to add a planned unit development as a permitted use and to modify the performance standards, as detailed in Document 3.
  
2. That Agriculture and Rural Affairs Committee approve the Consultation Details Section of this report be included as part of the 'brief explanation' in the Summary of Written and Oral Public Submissions, to be prepared by the Office of the City Clerk and submitted to Council in the report titled, "Summary of Oral and Written Public Submissions for Items Subject to the *Planning Act* 'Explanation Requirements' at the City Council Meeting of March 10, 2021," subject to submissions received between the publication of this report and the time of Council's decision.

## RECOMMANDATIONS DU RAPPORT

1. Que le Comité de l'agriculture et des affaires rurales recommande au Conseil :
  - a. d'approuver les modifications proposées au Plan officiel visant les 1164 et 1166, promenade Highcroft, afin d'augmenter la densité de la propriété à 29 logements au maximum par hectare brut, comme l'expose en détail le document 2;
  - b. d'approuver la modification proposée au Règlement de zonage 2008-250 visant les 1164 et 1166, promenade Highcroft, afin de changer la désignation de la propriété de Zone résidentielle de village de densité 1, sous-zone P (V1P) à Zone résidentielle de village de densité 1, sous-zone P, assortie d'une exception rurale (V1P[xxx-r]), afin d'ajouter un complexe immobilier à la liste des utilisations

autorisées et de modifier les normes de rendement, comme l'expose en détail le document 3.

2. **Que le Comité de l'agriculture et des affaires rurales donne son approbation à ce que la section du présent rapport consacrée aux détails de la consultation soit incluse en tant que « brève explication » dans le résumé des observations écrites et orales du public, qui sera rédigé par le Bureau du greffier municipal et soumis au Conseil dans le rapport intitulé « Résumé des observations orales et écrites du public sur les questions assujetties aux 'exigences d'explication' aux termes de la *Loi sur l'aménagement du territoire*, à la réunion du Conseil municipal prévue le 10 mars 2021 », à la condition que les observations aient été reçues entre le moment de la publication du présent rapport et le moment de la décision du Conseil.**

## **BACKGROUND**

The lands are identified municipally as 1164 and 1166 Highcroft Drive. Taking that Highcroft Drive run east-west, the properties are located on the south side of Highcroft Drive, approximately 50 metres from the intersection of Highcroft Drive and Manotick Main Street. The lands have a combined lot frontage on Highcroft Drive of approximately 60 metres, and a combined lot area of approximately 3,600 square metres.

Currently, these two lots are occupied by one detached dwelling per lot with existing trees lining most of the property boundaries. Adjacent properties in the surrounding neighbourhood are predominantly residential in nature and occupied by detached dwellings. Adjacent properties along Manotick Main Street are commercial and office oriented, with some of the properties on the west side of Manotick Main Street having been converted from residential dwellings to their current non-residential uses.

The development proposes to introduce a planned unit development over both parcels accommodating 10 detached dwellings and a private road. This results in a proposed density of 29 units per hectare.

The proposed Official Plan Amendment is required, in relation to the Manotick Secondary Plan, to permit an increase in density from 12 to 29 units per gross hectare in order to accommodate the proposed planned unit development.

The Zoning By-law Amendment would add a planned unit development as a permitted use on the lands and would modify the performance standards of the underlying zone to reflect the site layout reviewed through the concurrent Site Plan Control application.

## **DISCUSSION**

The intent of the proposed planned unit development is to increase residential density on the properties in order to provide a transition between the Village Core and the existing low-density residential neighbourhood as well as supporting the economic viability of the Village Core.

This development is also subject to Site Plan Control application [D07-12-19-0151](#) and Plan of Condominium application [D07-04-19-0023](#) which are assessing site layout and servicing and will establish a common elements condominium for the maintenance of the common amenity space and private road.

### **Provincial Policy Statement**

The Provincial Policy Statement (PPS) provides policies for building strong and healthy communities. By proposing development within the boundaries of the Village of Manotick and within walking distance to the Village Core, the development is consistent with policies guided to sustain the financial well-being of the municipality and village. The proposal also meets the intensification policies of the PPS by directing development to a settlement area and is of a density which efficiently uses land and provides for a mix of residential uses and densities within the village.

The PPS encourages development within settlement areas to be serviced by municipal sewage and water services in order to support the protection of the environment and minimize potential risk to human health and safety. While current municipal services are not available for the lands, the proposal includes the extension of municipal services in order to adequately service the proposed development.

Staff have reviewed this proposal and have determined that it is consistent with the 2020 Provincial Policy Statement.

### **City of Ottawa Official Plan and Manotick Secondary Plan**

The lands are designated Village on Schedule A of the Official Plan, which permit a wide range of uses, including the establishment of a planned unit development.

Volume 2C of the Official Plan contains the Manotick Secondary Plan which designates this site Residential Detached - Low Density. Properties north and west share the same designation, where properties to the east are designated Main Street character area and to the south are designated Gaps.

The goals of the Manotick Secondary Plan include maintaining and enhancing the village's character and developing Manotick as a vibrant, walkable community. Further, policies of the Residential Detached – Low Density designation limits development to single detached dwellings while requiring a density of between five and 12 units per gross hectare.

The proposed development is requesting an increase in density to 29 units per gross hectare to accommodate the development of 10 detached dwellings on the lands.

The proposed planned unit development is located adjacent to, and within walking distance of the Village Core. By increasing the density of the lands, the development proposal encourages active transportation to the village core and provides additional residential capacity which will support the economic viability of the village.

In addition, given the location of the lands on the periphery of the low-density residential designation, and by maintaining detached dwellings as the only permitted residential uses, these properties become a transition area between the Village Core and Gaps designation, and with the existing low density residential neighbourhood.

Further, the introduction of a planned unit development permits for the development of the rear of the two lots, increasing the density of the parcel. While the current policy framework would permit a maximum of four dwellings over the two lots, the requested Official Plan Amendment would permit an increase to 10 dwellings. The design of the site plan has evolved to reduce the number of dwellings fronting Highcroft Drive so that the street presence of the development remains at four dwelling units, with the remaining six units fronting onto the private road to the rear of the lot.

In order to service the property, both water and sanitary services will be extended from Manotick Main Street to the lands; the cost of these service extensions will be borne by the developer. Municipal services will be provided to the four lots fronting on to Highcroft Drive; private water and sanitary lines will then be brought onsite via the private road to service the remaining six lots. A Servicing Brief & Stormwater Management Report has been submitted in support of the proposed development. This report has been reviewed and deemed satisfactory to demonstrate that adequate servicing is and can be made available to service the proposed development. Additional information regarding the

detailed design of the service extension is being reviewed through the Site Plan Control process.

## **Zoning**

The proposed zoning, as detailed in Document 3, will accommodate the proposed planned unit development as outlined in the concurrent Site Plan Control application ([D07-12-19-0151](#)). The draft Site Plan can be found in Document 6.

The Subject Properties are currently zoned Village Residential First Density, subzone P (V1P). Surrounding residential properties share the same zoning, while properties fronting onto Manotick Main Street are predominantly zoned Village Mixed Use, Subzone 9 (VM9). The existing V1P zone does not permit a planned unit development as a permitted use.

The requested amendment is to provide a site-specific rural exception to the subject properties which would add a planned unit development as a permitted use and would also establish site specific performance standards for the development. Given the skewed lot formation in relation to the street, and that the zoning setbacks for a planned unit development apply to the whole development and not each individual unit, relief has been requested from a number of performance standards. Through the consultation process the site design was modified to address concerns regarding the proximity of the development to adjacent residential dwellings and in relation to the proposed density, by reducing the proposed unit count as well as increasing the setbacks from adjacent residential uses. The final site layout requires relief relating to front and rear yard setbacks, lot coverage, and from the distance from a garage or carport from a private way.

The proposed development involves the infill and intensification of the lot, providing a transition between the denser Village Core and the low-density nature of the existing residential neighbourhood. Given the nature of infill and intensification, relief has been requested from various yard setbacks and lot coverage. While relief from existing zoning performance standards is required to accommodate the development, the layout of the site has been designed in a fashion which maintains the look and feel of the existing residential neighbourhood. The layout of the site proposes four dwellings fronting onto Highcroft Drive; while the front yard setbacks and perceived lot widths of these units are reduced, the development maintains the single family nature of the neighbourhood with these units fronting on and maintaining private driveways directly on to Highcroft Drive. The proposed reduced front yard setbacks also contribute towards additional private amenity space to the rear of these dwelling units. It is also

important to note that while the requested front yard setback is 2.3 metres, this is to accommodate a balcony projection over the driveway which can also be perceived as a carport leading to the garage. The front wall of the dwellings, as currently designed, maintain a 4.2-metre front yard setback. Given the design of the building, and the large separation between the lot lines and the paved road, the site maintains the perception of larger front yard setback, while also creating space to the rear of these dwellings for additional amenity space.

The current Site Plan layout results in a lot coverage of 28 per cent, which exceeds the existing zoning's maximum lot coverage of 25 per cent. The proposed lot coverage of 28 per cent is in keeping with existing village zones which permit planned unit developments as of right, where the typical lot coverage is set at a maximum of 30 per cent. Modifications to the site design through the consultation process reduced the unit count of the development and modified building sizes, resulting in a reduction of lot coverage from 44 per cent to 28 per cent, bringing the development into a lot coverage which is typical for the type of development proposed and anticipated when looking at infill and intensification that supports the Village Core.

Finally, relief is also being requested from Section 131 of the Zoning By-law related specifically for planned unit developments. This Section of the by-law requires a minimum setback of 5.2 metres for any garage or carport entrance from a private way. Similarly to the discussion related to the front yard setback, the dwellings on the west side of the private road are proposed with a terrace over the driveway, which are designed in a way that creates a carport. Given the curvilinear nature of the private road, which compensates for the skewed nature of the lot, two of the lots cannot meet this minimum setback and have carport entrances located a minimum of 4.3 metres from the private way. Without these raised terraces, these units would meet the requirements of Section 131, as the garage accesses are located in excess of 5.2 metres from the private way.

## **RURAL IMPLICATIONS**

The proposal would allow for higher density development within the Village of Manotick which will support the economic prosperity of the Village and provides for alternative housing forms within the Village of Manotick.

## **CONSULTATION**

Notification and public consultation were undertaken in accordance with the Public Notification and Consultation Policy approved by Council for development applications. For this proposal's consultation details, see Document 5 of this report

## **COMMENTS BY THE WARD COUNCILLOR**

The Councillor is aware of the application related to this report.

## **ADVISORY COMMITTEES COMMENTS**

There are no Advisory Committee comments in relation to these applications.

## **LEGAL IMPLICATIONS**

There are no legal impediments to implementing the recommendations of this report.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk implications associated with these applications.

## **ASSET MANAGEMENT IMPLICATIONS**

The recommendations documented in this report are consistent with the City's [Comprehensive Asset Management \(CAM\) Program](#) objectives. The implementation of the Comprehensive Asset Management program enables the City to effectively manage existing and new infrastructure to maximize benefits, reduce risk, and provide safe and reliable levels of service to community users. This is done in a socially, culturally, environmentally, and economically conscious manner.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications.

## **ACCESSIBILITY IMPACTS**

Given the topography of the site, with grade changes of approximately 5 metres along Highcroft Drive, the draft site plan and current design of the site does not accommodate accessibility standards.

## **TERM OF COUNCIL PRIORITIES**

This project addresses the following Term of Council Priorities:

- Economic Growth and Diversification
- Thriving Communities

## **APPLICATION PROCESS TIMELINE STATUS**

These applications were not processed by the "On Time Decision Date" established for the processing of Official Plan and Zoning By-law Amendments due to the complexity of issues and workload volumes.

## **SUPPORTING DOCUMENTATION**

Document 1 Location Map

Document 2 Manotick Secondary Plan Amendment

Document 3 Details of Recommended Zoning By-law Amendment

Document 4 Zoning Key Map

Document 5 Consultation Details

Document 6 Draft Site Plan

## **DISPOSITION**

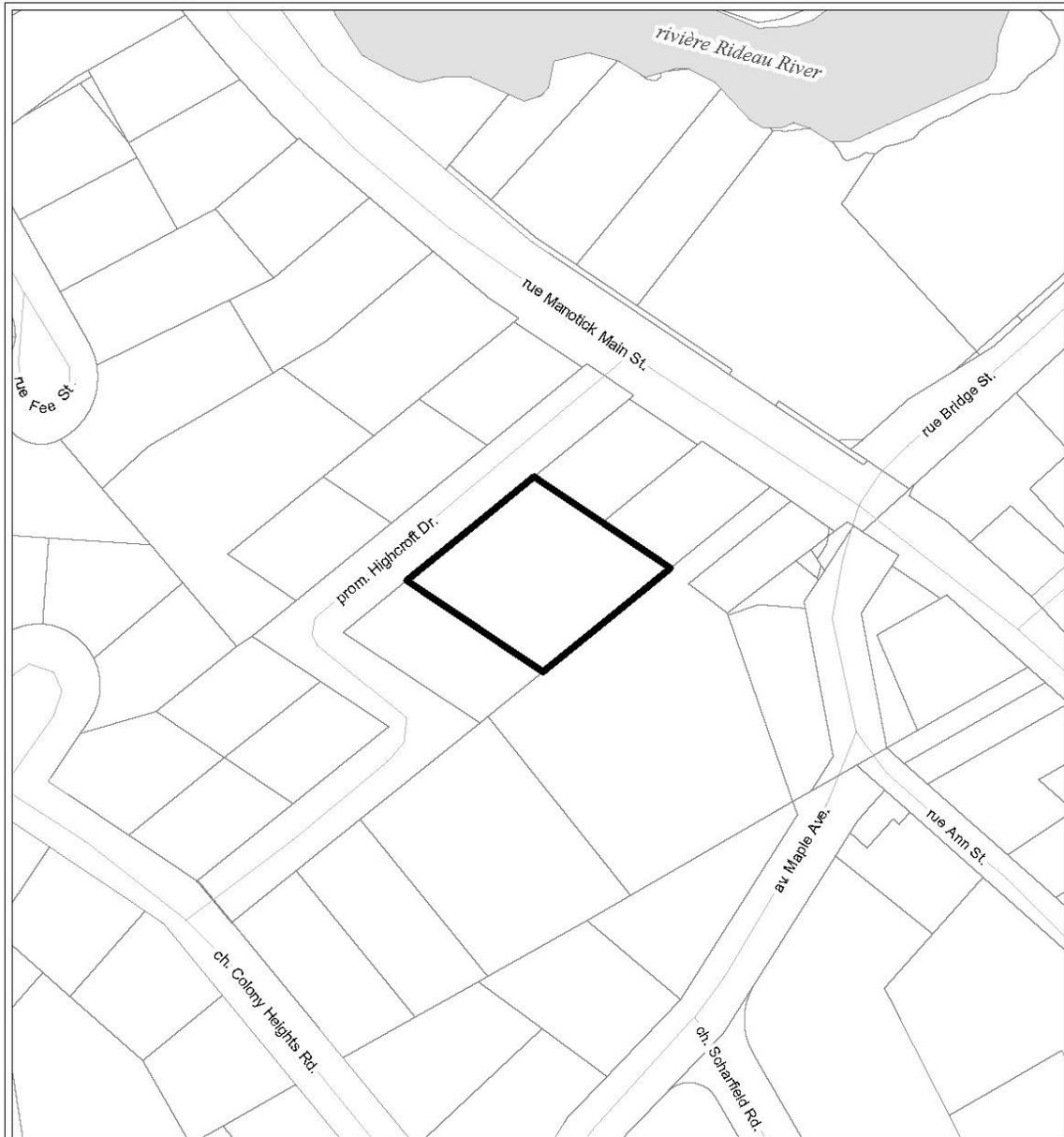
Office of the City Clerk, Council and Committee Services to notify the owner; applicant; Krista O'Brien, Program Manager, Tax Billing and Control, Finance Services Department (Mail Code: 26-76) of City Council's decision.

Zoning and Interpretations Unit, Policy Planning Branch, Economic Development and Long Range Planning Services to prepare the implementing by-law and forward to Legal Services.

Legal Services, Innovative Client Services Department to forward the implementing by-law to City Council.

Planning Operations Branch, Planning Services to undertake the statutory notification.

Document 1 – Location Map



		
D01-01-19-0016	D07-04-19-0023	19-1279-B
D02-02-19-0108	D07-12-19-0151	
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LOCATION MAP / PLAN DE LOCALISATION  
 OFFICIAL PLAN AMENDMENT / MODIFICATION DU PLAN OFFICIEL  
 ZONING KEY PLAN / SCHÉMA DE ZONAGE  
 CONDOMINIUM PLAN / PLAN DE COPROPRIÉTÉ  
 SITE PLAN / PLAN D'EMPLACEMENT

 **1164 and/et 1166 prom. Highcroft Dr.**



**Document 2 – Manotick Secondary Plan Amendment**

**Official Plan Amendment XX to the**

**Manotick Secondary Plan for the**

**City of Ottawa**

**INDEX**

**THE STATEMENT OF COMPONENTS**

**PART A – THE PREAMBLE**

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IMPLEMENTATION AND INTERPRETATION

SCHEDULE 1 OF AMENDMENT XX – OFFICIAL PLAN FOR THE CITY OF OTTAWA

**PART C – THE APPENDIX**

**PART A – THE PREAMBLE**

PART A – THE PREAMBLE introduces the actual amendment but does not constitute part of Amendment No. XX to the Manotick Secondary Plan for the City of Ottawa.

PART B – THE AMENDMENT constitutes Amendment XX to the Manotick Secondary Plan for the City of Ottawa.

1. Purpose

The purpose of the amendment is to site specifically revise the Secondary Plan policy with respect to increasing the permitted density.

## Location

The amendment applies to the properties at 1164 and 1166 Highcroft Drive.

## 2. Basis

### **Background**

The Subject Properties are identified municipally as 1164 and 1166 Highcroft Drive. Assuming Highcroft Drive runs east-west, the properties are located on the south side of Highcroft Drive, approximately 50 metres from the intersection of Highcroft Drive and Manotick Main Street. The Subject Lands have a combined lot frontage on Highcroft Drive of approximately 60 metres, and a combined lot area of approximately 3,600 metres squared.

Currently these two lots are occupied by one detached dwelling per lot with existing trees lining most of the property boundaries. Adjacent properties in the surrounding neighbourhood are predominantly residential in nature and occupied by detached dwellings. Adjacent properties along Manotick Main Street are commercial and office oriented, with some of the properties on the west side of Manotick Main Street having been converted from residential dwellings to their current uses.

The development proposes to introduce a planned unit development over both parcels accommodating 10 detached dwellings and a private road. This results in a proposed density of 29 units per hectare.

The proposed Official Plan amendment is required, in relation to the Manotick Secondary Plan, to permit an increase in density from 12 to 29 units per gross hectare in order to accommodate the proposed planned unit development.

### **Rationale**

The Provincial Policy Statement, the Official Plan and Manotick Secondary Plan set the guidelines for development in the Village of Manotick. These documents encourage infill and intensification as a means for development within settlement areas. The housing type proposed is contemplated within the Village with detached dwellings and planned unit developments supported in various residential areas. The Official Plan also establishes design objectives for development within the City and the City has created design guidelines specifically related to development within Rural Villages.

The proposed amendment remains within the intent of the Official Plan and Secondary Plan; the City encourages infill and intensification within Village boundaries while having regard to the built form of the existing area. Site specific design details will be reviewed as part of the Site Plan Control application review process.

## **PART B – THE AMENDMENT**

### 1. Introduction

All of this part of this document entitled Part B – the Amendment consisting of the following text and the attached Schedule(s) constitutes Amendment No. XX to the Manotick Secondary Plan for the City of Ottawa.

### 2. Details

A. The following policy is hereby added to Section 2.3.2 of the Manotick Secondary Plan, Volume 2 of the Official Plan for the City of Ottawa:

3. Notwithstanding Policy 1 above, development at 1164 and 1166 Highcroft Drive must be built at a minimum density of five units per gross hectare to a maximum of 29 units per gross hectare.

### 3. Implementation and Interpretation

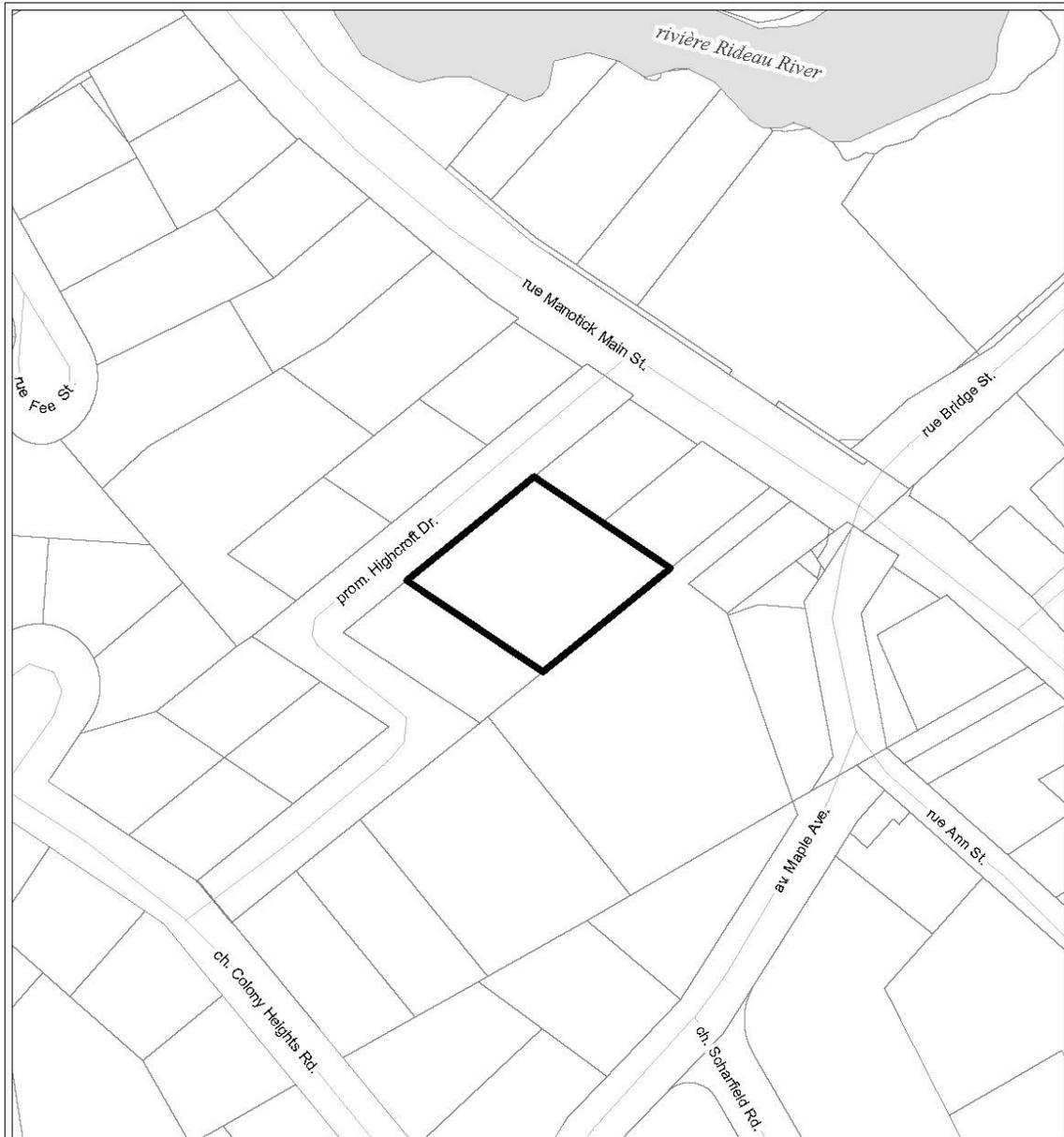
Implementation and interpretation of this Amendment shall be in accordance with the policies of the Official Plan for the City of Ottawa.

### **Document 3 – Details of Recommended Zoning By-law Amendment**

The proposed change to the City of Ottawa Zoning By-law 2008-250 for 1164 and 1166 Highcroft Drive:

1. Rezone the lands as shown in Document 4 from V1P to V1P[xxx-r]
2. Add exception, V1P[xxx-r], Section 240 – Rural Exception with a provision similar in effect to the following:
  - a. Add to Column III Additional Land Uses Permitted
    - i. Planned unit development
  - b. Add to Column V Provisions:
    - i. Minimum Front Yard setback: 2.3m
    - ii. Minimum Rear Yard setback: 3m
    - iii. Maximum lot coverage: 28%
    - iv. Minimum setback for any garage or carport entrance from a private way: 4.3m

Document 4 – Zoning Key Map



		
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**1164 and/et 1166 prom. Highcroft Dr.**



## Document 5 – Consultation Details

A public information session was hosted by Councillor Moffatt on February 2, 2021. A total of 15 individuals attended the online event.

The questions pertaining to clarifications regarding the proposed development with no objections noted to the proposal. Topics of questions included:

- Proposed extension of services
- Potential future expansion of services to the remainder of Highcroft Drive
- Construction (timing, noise, traffic disruption, curbing)
- Project details (pricing, number of storeys, traffic impacts, buffering from Manotick Main Street, parking, streetlights)
- Condominium clarifications (only residential, registered condo corporation)

### Written Comments:

Question: Concerns were raised regarding the requested reduction of the interior side yard setback to 1.2 metres, and the proximity of the development to the property to the west.

Response: the applicant has amended the application and provided a 3m interior side yard setback.

Question: There are many requested variances to the performance standards (front, back and side yards) and an increase to the maximum lot coverage; is the intent to maximize floor space and minimize yard space?

Response: As the development is being proposed as a Planned Unit Development, the yard setbacks are for the entire lot not the individual dwelling areas. In addition, the variances requested have changed slightly from the initial submission; this has been outlined in the Planning Rationale. The applicant has also proposed a community amenity space on the lot, to provide additional outdoor space for the residents of the proposed development

Question: It is not clear how water will drain down from the top of Highcroft Drive past these new homes.

Response: The future drainage will work very much as it does now. The runoff that flows through the ditch will enter the existing culvert under the driveway at 1168 Highcroft and will then enter the proposed storm sewer system which will be sized to handle the required flows. Please note this development is still under review as part of the ongoing site plan application.

Question: Traffic will be an issue as Highcroft exits into the busy Main Street across from a popular plaza where left hand turns are the norm. It is understood that the size of the project does not warrant a traffic study, however the City should take into consideration the impact this will have on traffic patterns as this development will double the number of cars using Highcroft on a daily basis and will add to the volume of an increasingly busy truck route.

Response: Transportation engineers have been included on the review of this file to provide comments related to traffic movement.

Question: There is very heavy traffic on Manotick Main Street including increasing truck traffic, and it is already difficult to turn left onto or leaving Highcroft Drive, this development will make that worse.

Response: Transportation staff reviewed the proposal and based on the density proposed on the lots and their location, it was determined that a transportation impact study would not be required for these applications.

Question: In the winter there is limited place to park on the street; where are the new homeowners going to park, in front of the existing homes on Highcroft Drive? Where will visitors park if the homeowners have 2 cars?

Response: The design submitted by the applicant includes generously sized driveways and garages which can support more than one car per house. Any on-street parking occurring on Highcroft Drive must abide by the Traffic and Parking By-law.

Document 6 – Draft Site Plan

