

Report

To: Mayor & Council

From: Faye Flatt, Municipal Planner

Date: 7 October 2013

Re: Town of Fort Frances Zoning By-Law Update



Municipal Planner
Report #2013-25

In 2009 the Town began the process of updating the Official Plan (OP) and Zoning By-Law (ZBL) for the municipality. Although there were a number of delays, the OP was completed and approved by the Ministry of Municipal Affairs and Housing on December 3, 2012. Notwithstanding the delays with the OP, work continued on the ZBL including a comprehensive line by line review by consultant staff and me. In that regard the consultant has stated that this type of review is not common but that the Town should have a document customized to it's needs when completed because of it.

There are a number of situations where the zoning does not coincide with the current use or where there is potential for a type of use but the property is not zoned appropriately for that use. Now is the time to clean up those inconsistencies and make changes to the mapping to accommodate either current or future use. The draft by-law was recently provided to staff and council for review with a meeting to be set in the near future to discuss it. We want the public involved as well because it is important that people understand if and how any changes proposed will affect their property when the by-law comes into effect.

There are about 20 to 25 properties where the Town is proposing to change the zoning and for those properties, the property owner will receive a letter outlining the proposed change. In addition, individual property owners also have the opportunity to request a change to their property by writing a letter or completing a "Request for Zoning Change" (copy attached).

A public notice (copy attached) will be published to let everyone know that if they are contemplating future development that may require a zoning change, or if they receive a letter from the Town advising that a change is proposed for their property, they can come in for a one-on-one discussion. A request does not guarantee the change will be made but all requests received by December 1st will be evaluated and considered. A summary of those changes will be prepared for use at the public meeting, which will probably be early in the New Year.

Respectfully Submitted for information purposes.

N. Faye Flatt, AMCT, ACST, CPT
Municipal Planner

COUNCIL APPROVAL OF THIS REPORT is not required.





REQUEST FOR ZONING CHANGE

1. The person making the request:

Name: _____ Mailing Address: _____

Telephone No. : _____

Email: _____

2. The Property Owner:

Name: _____ Mailing Address: _____

Telephone No. : _____

Email: _____

3. The Property:

Address of Property: _____ Roll No. : 59-12- _____ - _____ - _____

Legal Description: _____

Frontage: _____ Depth: _____ Area: _____

4. Current Official Plan designation: _____

5. Current Zoning: _____

6. Proposed Zoning: _____

7. Current use of Property: _____

8. Reason for requested change: _____



NOTICE TO RESIDENTS RE: ZONING BY-LAW UPDATE

Are you contemplating development that may require a zoning amendment? Do you know what your property is zoned or what and how it can be used, built on or altered?

The Town of Fort Frances is updating its Zoning By-Law to implement the policies of the new Official Plan approved by the Province of Ontario in December 2012. The completed by-law will eliminate outdated regulations and modernize standards with changes proposed for general regulations such as setbacks from property lines, types of home businesses allowed and rules for building sheds and additions, etc. as well as to specific properties.

It is important for you to understand if and how any changes proposed will affect your property when the by-law comes into effect.

In addition to changes proposed by the Town, you, as a property owner, also have the opportunity to request changes to your property.

If you are contemplating future development that may require a zoning change, or if you receive a letter from the Town advising that a change in zoning is proposed for your property, you are invited to have a one-on-one discussion with planning staff about your property.

This is your opportunity to review the zoning on your property and help ensure that the new Zoning By-Law fits the community so it will continue to be known as a great place to live and do business.

Please ensure your submission is received no later than December 1st to be considered.

To set up an appointment or get more information, contact the planning department by phone at 274-5323 (ex. 275), by email at fflatt@fort-frances.com or stop in to the civic centre at 320 Portage Avenue.