

DRAFT ARU POLICIES

7.2.4 Low Density Residential Districts

DESCRIPTION

Low Density Residential Districts are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including both executive and smaller single detached dwellings, semi-detached and, duplex dwellings, additional residential units and converted dwellings, street fronting townhouses, quadraplexes, low density cluster *development* and low rise apartments. In these Districts, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended however that the full range of housing will be permitted in every individual neighbourhood or *development* and City Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-Law. Low Density Residential Districts are identified on Schedule W-3.

DENSITY

The maximum *net residential density* for an individual *development* in the Low Density Residential District is 30 units per hectare (12 units per acre) and no building shall exceed three storeys in height at street elevation.

Within newly developing Low Density Residential Districts, the minimum overall net residential density shall be 22 units per hectare (9 units per acre). Individual *development* proposals may be approved at lower *net residential densities* provided that opportunities are available to achieve the minimum overall density requirement through *development* elsewhere in the Low Density Residential District. To achieve this density target, City and County Councils will support a variety of lot sizes and configurations, the *development* of low rise multiple units and will consider narrower road widths in plans of subdivision and private roads within condominium developments in area of new Lot Density Residential *development*.

CRITERIA FOR MULTIPLE UNITS

Multiple unit dwellings, such as cluster, townhouse and low rise apartments in Low Density Residential Districts, will generally be restricted to the following areas:

- site which abut arterial or collector roads or are situated such that traffic impacts from the site create a minimum disturbance on local streets;
- sites where the topography or other natural features would be best preserved by fewer buildings;
- sites which are close to community serving uses, schools, shopping plazas, day care facilities, churches, arenas and parks.

Notwithstanding the above criteria, sStreet oriented multiple units such as street fronting townhouses, quadraplexes and converted dwellings may be permitted on local streets.

SITE DESIGN
CRITERIA

When considering any specific proposal for multiple unit *development*, City Council will be satisfied that the site design criteria of Section 7.2.8 are adequately addressed.

7.2.4.1 Infill Housing

For the purposes of this Plan, infill housing is defined as the placement of new residential *development* into established built-up areas on vacant or underutilized sites. In order to efficiently utilize the land supply designated residential and municipal servicing *infrastructure*, infill housing will be supported in Low Density Residential Districts. The County Land Division Committee and City Council will be guided by the following policies when considering proposals for infill *development* in Low Density Residential Districts.

7.2.4.1.1 Street Oriented Infill

EVALUATION
CRITERIA

The introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be consistent with the characteristics of existing *development* on both sides of the same street. In order that the street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the County Land Division Committee and City Council will ensure that:

- the proposal is ~~compatible~~consistent with the street frontage, setbacks, lot area and spacing of existing *development* within a two block area on the same street;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area;
- the proposal will comply with the requirements of Section 7.2.4.1.4.

SITE DESIGN
CONTROL

Street oriented infill proposals in the Low Density Residential Districts may be subject to site plan control.

7.2.4.1.2 Backyard Infill

In Low Density Residential Districts, backyard infill *development* may involve ~~the construction of a residential structure behind a building facing a street, the conversion of secondary structures for residential purposes,~~ new residential *development* behind an existing building facing a street on a vacant lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized institutional sites. Backyard infill may involve development on existing lots or include the creation of new lots by consent ~~or the development of a granny flat or garden suite.~~ Additional residential units and Ggarden suites and granny flats may also be permitted ~~as backyard infill development to the rear of an existing dwelling on a lot subject to the criteria of this Section and in accordance with~~ the policies of Section 7.2.4.3 and 10.3.9. respectively.

EVALUATION CRITERIA

When considering proposals for backyard infilling, the County Land Division Committee and City Council will be guided by the following policies as well as the policies of Section 7.2.4.1.4:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area.
- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that the effect on light, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage;
- any proposed multiple unit *development* is consistent with the requirements set out in this Plan for Low Density Residential Districts.

SITE PLAN CONTROL

Backyard infill proposals may be subject to site plan control.

7.2.4.1.3 Infill Subdivision

In addition to the policies of Sections 7.2.4.1.4 and 10.3.3, where infill *development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision, City Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- any new residential lots with direct exposure to an established residential street will be consistent with the size of lots within a two block area on the same street and new residential *development* will maintain setbacks and spacing between dwellings consistent with the established built pattern;
- measures will be incorporated into the subdivision design to buffer and screen existing residential uses from the new *development*;
- proposed multiple unit developments will comply with the multiple unit requirements for Low Density Residential areas.

7.2.4.1.4 All Infill Proposals

In addition to the specific infill policies identified, the following policies will apply to all infill proposals:

- the location of vehicular access points, the effect of traffic generated by the proposal on the public road system, pedestrian and vehicular safety and surrounding properties is assessed and found to be acceptable;
- existing municipal services and community facilities will be adequate to accommodate the proposed infill project;
- stormwater run-off from the proposal will be adequately controlled and will not negatively affect adjacent properties;
- the extent to which the proposed *development* provides for the retention of any desirable vegetation or natural features that contribute to the visual character of the surrounding area;

- the effect of proposed *development* on environmental resources or the effects of environmental constraints on the proposed *development* will be addressed and mitigated in accordance with Section 3.2;
- compliance of the proposed *development* with the provisions of the Zoning By-Law of the City and other municipal by-laws;
- consideration of the potential effect of the *development* on natural and *heritage resources* and their settings.

7.2.4.2 Redevelopment or Conversion of Non-Residential Buildings

Existing non-residential uses in Low Density Residential Districts which do not meet the criteria of the Plan will be considered legal non-conforming uses in accordance with Section 10.3.5.

Existing non-residential uses in Low Density Residential Districts proposed for redevelopment and reuse will be consistent with the following policies:

- any new buildings or additions will respect the height, bulk, scale and setbacks of adjacent residential uses and shall not adversely impact adjacent residential uses in terms of light, views, privacy or traffic. Redevelopment will be in keeping with the height, density and use policies of the Low Density Residential District;
- the range of residential unit types permitted in a particular location by the policies pertaining to Low Density Residential Districts may be expanded without amendment to this Plan by City Council where a non-residential building is being converted to residential use through an amendment to the Zoning By-Law;
- landscaping, privacy screening or other appropriate measures will be incorporated into the *development* to provide and adequate buffer to minimize impacts and to maintain the low density character of the surrounding residential area;
- vehicular traffic generated from the *development* will create minimal impacts on local streets;
- existing municipal services and community facilities will be adequate to accommodate the *development* and its residents;

EXISTING
NON-RESIDENTIAL
USES

EVALUATION
CRITERIA

HEIGHT, BULK,
SCALE OF
DEVELOPMENT

USES

LANDSCAPING,
PRIVACY
SCREENING

TRAFFIC

MUNICIPAL
SERVICES

PARKING

- adequate off-street parking and outdoor amenity areas will be provided;

BROWNFIELDS

- redevelopment proposals within a designated Community Improvement Project Area as identified on Schedule W-6 will satisfy the requirements of Section 10.4, as appropriate;

ENVIRONMENT

- the effect of the proposed *development* on environmental resources or the potential effects of any environmental constraints on the proposed *development* will be addressed and mitigated in accordance with Section 3.2;

HERITAGE

- conversions which result in the preservation and/or upgrading of buildings considered by City Council to be of architectural or historical significance may be permitted to exceed the density limitations of Low Density Residential Districts if the policies of Section 10.3.10 are satisfied.

7.2.4.3 Additional Residential Units and Converted Dwellings

DEFINITION

Additional Residential Unit (ARU) means a separate, self-contained dwelling unit located within a single detached, semi-detached dwelling or street townhouse dwelling, or within a detached building ancillary to such dwelling, and which is located on the same lot as, and is clearly subordinate to the principal dwelling.

ADDITIONAL RESIDENTIAL UNITS

The development of *additional residential units* within the Low Density Residential Districts, shall be encouraged, where appropriate, with the goal/objective of increasing the range and availability of affordable *housing options* while maintaining the low density residential character of the housing and neighbourhoods comprising such districts.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the City has deemed it to be appropriate based on such considerations as the location, nature and character of existing development, existing level of services and presence of natural hazards and/or other constraints.

To this end, City Council shall establish appropriate ~~may-zones-areas~~ and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached ~~and~~ townhouse dwellings and/or a structure ancillary to such a dwelling ~~to be converted into two residential units~~ where they are satisfied that the following criteria can be addressed:-

- a maximum of two *additional residential units* are permitted on a lot, consisting of one in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- an *additional residential unit* shall not generally be permitted on a lot that contains a boarding/lodging house, garden suite, converted dwelling unit, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;
- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling and limited in size to maintain affordability and minimize potential impacts on neighbourhood character and on *infrastructure* and *public service facilities*;

- the gross floor area of the *additional residential unit(s)* shall not total greater than 50% of the gross floor area of the principal dwelling. The City may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- existing dwellings and lots are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and architectural character of the principal dwelling and the surrounding residential neighbourhood;
- the principal dwelling must have direct, individual vehicular access to a public street. New additional driveways will not generally be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupant use and emergency response purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved to help maintain the character of the lot and area;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not negatively affect adjacent properties;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns (e.g. due to proximity to industrial areas or *major facilities*) will not be created or intensified; and
- the potential effects on environmental and/or heritage resources and the avoidance or mitigation of environmental constraints can be addressed in accordance with the policies of Section 3.2.
- all other municipal requirements (e.g. servicing, emergency access, by-laws, standards etc.) can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN AN
ANCILLARY
BUILDING

The following additional criteria shall apply to the establishment of an *additional residential unit* in a structure ancillary to a single detached, semi-detached or row townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for optimal privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing, and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and
- all other municipal requirements (e.g. servicing, emergency access, by-laws, standards etc.) can be adequately addressed.

SEVERANCE

Additional residential units must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

ZONING

The City's Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the City including, but not limited to: lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; parking and access etc.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features (e.g. building additions, doorways, windows, stairways, decks etc.) that are permitted.

The zoning provisions for *additional residential units* will be implemented through a comprehensive, City initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

SITE PLAN CONTROL

The establishment of an additional residential unit in a structure ancillary to a single detached, semi-detached or townhouse dwelling may be subject to site plan control.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the City may implement other supplementary tools and measures to assist with tracking and regulating additional residential units including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

CONVERTED DWELLINGS CRITERIA FOR MORE THAN TWO UNITS

In addition, City Council may zone areas within the city to permit the conversion of a principal dwellings for more than two dwelling units in accordance with the following criteria:

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- lot sizes are generally sufficient to accommodate the required off-street parking without detracting from the visual character of the area;
- existing dwelling units are generally of a size sufficient to accommodate the creation of additional dwelling units.

NO FURTHER CONVERSION

Where an additional residential unit has been established within a principal dwelling, the conversion of the said dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-Law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling the Zoning By-Law may also limit the extent of structural additions or changes that would be permitted.

SITE PLAN CONTROL

SuchAny converted dwellings ~~with more than two dwelling units~~ may be subject to site plan control.

Gordon Hough

Subject: RE: Potential Policy and zoning amendments

From: Zachary Jancsar [REDACTED]
Sent: November 9, 2021 12:08 PM
To: Planning <planning@oxfordcounty.ca>
Subject: Potential Policy and zoning amendments

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi There

I was told to reach out with some input for upcoming policy and zoning amendments. I know with the new bills that have been passed by the provincial government there has been some tension between the council members allowing some zone changes in the bills favour.

I do feel that as an investor, owner and a participant in the Woodstock community and of Oxford county that adapting these changes is going to be beneficial in many ways for the community.

As you know the real estate market is in high demand for greater supply this not only goes for properties for sale but also for properties for rent. In addition to this the most recent annexation of land to the west of Woodstock was just denied from OFA and East Zorra-Tavistock township which puts Woodstock in a challenging position for future residential growth. With the short fall of current inventory this need to adapt for potential basement apartments, legal duplexing and or tiny homes on the subject properties is not only going to help facilitate housing for many commuting to town for employment but it is also going to help increase Woodstock tax base to help create better community programs for the homeless crisis, before and after school programs, as well as other creative programs to give back to our community.

I feel strongly for this amendment and believe that it will incentives investors to come to Woodstock. The expansion of the Entrepreneurship zone downtown I also believe would help increase density in our downtown core attracting more restaurants shops and commercial enterprise with the increase in real estate value with new residential developments for luxury condos as well as high end and low end rental properties.

Happy to discuss further if you feel the desire

Warm Regards

Zachary Jancsar

Gordon Hough

Subject: RE: City of Woodstock Zoning By-law possible changes

From: Pamela Kent [REDACTED]
Sent: November 22, 2021 6:50 AM
To: Gordon Hough <ghough@oxfordcounty.ca>
Subject: Re: City of Woodstock Zoning By-law possible changes

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Good morning Mr. Hough,

Thank you for the detailed response, sorry it took me so long to reply!

I appreciate the insight about the 1000 sq metre figure, I know Haldimand had that same number and that it was related to minimum dwelling size and lot coverage provisions. My lot is 925.5 sq. metres (according to GLIMR) so it is just under that 929 that is needed for the garden suite in urban areas in Oxford County.

That is a good point about the phased approach too. My property is on Key Map 58 (28 Jubilee Pl) and does have apartment buildings very close by and also some properties zoned R2. I am thinking I would fall into the first phase but maybe I should check into that just to be certain.

I will consider sending in a comment. I have put quite a bit of time into researching this over the last year. I certainly appreciate the challenges and effort that is needed to orchestrate growth in the City of Woodstock and that provisions are in place to deal with infrastructure, public safety, traffic flow, etc.

Thank you again and enjoy the day :)

Pamela Kent

On Tue, Nov 16, 2021 at 9:20 AM Gordon Hough <ghough@oxfordcounty.ca> wrote:

Good morning Ms. Kent. Thanks for your email.

The current draft provisions were created with a view to City Council's direction related to implementing Additional Residential Unit provisions. The 1000 sq metre figure that is currently in the draft is based on the existing Official Plan policies related to the establishment of a garden suite in an urban area. The actual figure contained in the OP is 929 sq metres or 10,000 sq feet. The larger lot size is generally intended to account accommodate sufficient space for a second, detached residential structure, appropriate setbacks from lot lines in-keeping with residential development, as well as space for amenity areas, parking, etc. At this point, the figure is considered to be a starting point for discussion and any comments/concerns that you have regarding any of the draft provisions are welcome and encouraged.

Further to this, the City's direction regarding the ARU issue is to take a phased approach, in which the initial implementation will be limited to areas of the City that have historically been subject to multi-unit residential development (e.g. areas zoned R2 or C3). Areas that are largely (or exclusively) developed for single-detached dwellings would not be zoned to facilitate ARUs in this initial phase. City Council has not provided any direction as yet as to when a review of the broader community would be initiated.

I'm not sure what your property is zoned currently, but the above may impact your ability to establish an ARU based on the current direction/provisions. I would say again that these are draft provisions and would encourage you to provide any comments/concerns, either in writing, or at the scheduled public meeting for this matter on December 6 (or both). I've attached a copy of the public meeting notice as it appeared in the Oxford Review last Thursday, for your information.

Let me know if you have any questions. I can be reached via the phone #s below during normal business hours. Thanks GH

Gordon K. Hough, RPP
Director | Community Planning
County of Oxford
P.O. Box 1614 | 21 Reeve Street
Woodstock ON N4S 7Y3

P: 519 539 0015 ext 3207 | 1 800 755 0394 ext 3207

E-mail: ghough@oxfordcounty.ca

-----Original Message-----

From: Pamela Kent [REDACTED]
Sent: November-15-21 1:05 PM
To: Gordon Hough <ghough@oxfordcounty.ca>
Subject: City of Woodstock Zoning By-law possible changes

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Hi Mr. Hough,

I have been following the Provincial and Municipal progress on Additional Residential Units. I would like to know why City of Woodstock is looking at having the general provision that an ARU in a building or structure accessory to a residential use shall only be permitted on a lot that has a minimum lot area of 1000 meters square? So specifically why the 1000 meters square requirement?

I am a property owner in Woodstock and hoping to convert an existing detached accessory structure into a bachelor style apartment for my sister.

Thank you,

Pamela Kent

Gordon Hough

To: Scott Mason
Subject: RE: additional residential units (ARU) review - comments

From: Scott Mason [REDACTED]
Sent: October 19, 2021 10:11 AM
To: Planning <planning@oxfordcounty.ca>
Subject: additional residential units (ARU) review - comments

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Morning,

Main concern I have is with the phased approach excluding R1 zoned lands which are to be dealt with at an unspecified future time.

Other municipalities have not utilized a phased approach when implementing zoning.

There are multiple oversized properties within the R1 zone in Woodstock already suited to comply with the proposed zoning and accommodate ARU's.

These additional residential units are urgently needed to deal with a shortage of suitable and affordable housing.

Please advise when the virtual public meeting will take place.

Regards,

Scott

Scott Mason | Project Manager
MTE Ontario Land Surveyors Ltd.

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Our structural engineering team is growing with the acquisition of Atkins + Van Groll. Visit our [website](#) to learn more.

COVID-19 Update: We remain operational and are currently available by email and phone, however, our offices are closed. Staff that are required to visit job sites or perform field work are required to follow MTE health and safety policies and procedures, as well as additional COVID-19 protocols, which can be viewed [here](#).

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Gordon Hough

From: Pavlikas Pavlikas [REDACTED]
Sent: November 22, 2021 2:13 PM
To: Planning
Subject: Additonal residential unit (ARU) proposed changes

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Hi I'm writing in support for the additional residential unit project in Woodstock and would like more information or the process on utilizing my own property in Woodstock.

Thank you

Nicolas Pavlou

Gordon Hough

From: Cole Vanrooy [REDACTED]
Sent: September 22, 2021 1:00 PM
To: Gordon Hough
Cc: Justin Miller
Subject: ARU's Woodstock

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good afternoon Gord,

I've been talking with Spencer McDonald regarding the additional residential unit matter in Woodstock. I have a house that I'm looking to add a basement apartment to in Woodstock on Short Ave. It's zoned R1.. I know there has been talk or provisions to allow ARU's but I'm not sure if this includes R1 zoned properties.

If you have time could you give me a call to discuss.

Regards,

Cole Vanrooy,
Project Coordinator

****We are moving to our new home on Monday, Sept 13.
Please ensure you use our new address noted below****

Sierra General Contracting Inc.
[1193 Dundas Street, PO. Box 20053, Woodstock, ON N4S 8X8](mailto:info@sierraconstruction.ca)
Phone: (519) 421-7413 **Fax:** (519) 421-2018 [REDACTED]
Website: www.sierraconstruction.ca
[REDACTED]



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Gordon Hough

Subject: RE: Feedback RE Zone Amendment for ARUs

From: Brian & Catherine Harrington [REDACTED]

Sent: December 1, 2021 1:26 PM

To: Planning <planning@oxfordcounty.ca>

Subject: Feedback RE Zone Amendment for ARUs

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

I'm in agreement with allowing Additional Residential Units (ARU) in Woodstock, with one caveat – they should be included in the R1 zone in the current zoning amendment. When planned & implemented properly, ARUs can provide much needed affordable housing for Woodstock but this can only be achieved by including the R1 zone.

As it stands now, ARUs will be restricted to just the R2 & C3 zones in Woodstock. Of the municipalities in Southern Ontario that have zoned for ARUs I could not find ANY that don't include the R1 zone. In fact, the City of Brantford does the complete opposite from the Woodstock proposal. In Brantford, ARUs are included in R1 but do not apply to lands zoned R2 because that zone already permits additional residential units.

The R2 zone in Woodstock is already doing the heavy lifting with respect to intensification through multi-unit residential and infill development. City Council's decision to only include the R2 and C3 zones for ARUs should be reconsidered.

If Council sticks with a phased approach to implementing ARUs, several years will have passed before ARUs are even considered for the R1 zone. If Council is serious about creating an environment to encourage building additional dwelling units, it should consider including the R1 zone in the current zoning amendment.

The zoning amendment for ARUs feels more like an exercise to fulfill a Provincial mandate and less like an attempt to increase housing supply.

Regards,

Brian Harrington
Woodstock

November 23, 2021

**Report to: David Creery
Chief Administrative Officer
City of Woodstock**

Subject: Application of Additional Residential Units Policy and Zoning

Council's Position Regarding ARUs

On August 6, 2021, the City of Woodstock made applications to comprehensively amend the Oxford Official Plan and Woodstock Zoning Bylaw 8626-10 to provide for Additional Residential Units ("ARUs") in dwellings.

At its meeting held on May 20, 2021, Woodstock Council received Report No. CP 2021-146 from the Director of Community Planning, and following discussion, adopted the following Resolution:

That Woodstock City Council direct staff to proceed with public and agency consultation regarding amendments to the Official Plan and Zoning By-law related to the implementation of policies and provisions enabling Additional Residential Units in accordance with provincial direction as set out in the *More Homes, More Choices Act* and accompanying regulations;

And further that City Council direct staff to proceed on the basis of Option 2 as discussed in Report No. CP 2021-146.

Option 2 in the Report states:

As an alternative, or Option 2, Council may choose to direct staff to approach the implementation of ARUs more selectively, by identifying specific areas of neighborhoods within the City for ARU development using the *neighborhood characteristics* and/or *density* criteria discussed previously in this report, or phasing the implementation of ARUs by limiting such development initially to areas characterized by multi-unit (e.g. two or more units) residential development and excluding ARUs from those areas of the City that are more exclusively developed for single-detached dwellings.

Additional Residential Units

In Ontario, the issue of adding units to existing dwellings has been discussed and advanced since 1988. Policies, legislation and regulations have referred to these additional dwellings as "apartments in houses", "second units", and "additional residential units". The short history and chronology are found in **Appendix 1** to this Report.

The addition of second units in dwellings has a longer history in Ontario than in the United States. In the last several years, States and municipalities have surgically amended the laws and local zoning codes to eliminate single-family only dwelling zones. Part of the reason is to increase the supply of housing through infilling and densification in suburbs rather than encouraging more sprawl on the periphery of urban areas.



A fundamental reason for the United States model is that politically, there is a deliberate attempt to rid the suburbs of residential segregation that has been tinged by racial, ethnic and class discrimination. As a result, there is an estimate that 75% of the residential land in the U.S. is barred from multi-family housing. There is research that indicates that, in the post-war period, federal government funding subsidized the creation of "white" neighborhoods.

In Ontario and Canada, allowing single-detached only zones have not been an attempt to segregate people based on race, ethnicity and class. The planning of urban areas was driven by traditional land use policies that established higher residential densities close to downtowns, retail and service commercial areas. The rest of the residential land use pattern allowed for "suburban" single-detached housing.

This is the traditional housing pattern in Woodstock. Attached as **Appendix 2** to this Report is a generalized map that identifies the significant "R1" single-detached concentration (red) and the clusters of higher density "R2" (blue) and "C3" (orange) traditional areas.

In Ontario, these concentrations are not U.S. style "urban ghettos" surrounded by larger lot "white suburbs". In Woodstock, like other Ontario communities, people are free to choose where and how they shelter. Our tradition and law are that municipalities and Planners cannot "people zone".

As an aside, in the Toronto vernacular, the term "Yellow Belt" is used to describe the single-family dwellings that are concentrated in yellow areas on a land use map.

The Provincial/Municipal Approach to Additional Units

The rationale for ARUs is afforded a "fair, large and liberal interpretation" by the Minister's statement regarding second reading in the Legislature of Bill 108 and the Ministry's housing policy document. The Minister stated:

The proposed changes before you here today would also lower costs for building second units. Second units, such as basement apartments, not only help homeowners pay their mortgages, but they also make more rental housing available. In fact, if passed, we would propose to put in place the necessary regulation so that one second unit in newly built homes would be completely exempted from development charges. This could reduce the cost of building a second unit and help increase the amount of rental housing in Ontario.

The provincial government's focus is on providing rental housing primarily in new housing and subdivisions and secondarily in existing dwellings, and in ancillary structures. Since 1996, the Province allowed municipal discretion to determine where these second units are to be located. Currently, section 16(3) of the *Planning Act* allows municipalities to establish official plan policy for second units in a detached house, semi-detached house or rowhouse and a residential unit in a building or structure ancillary (for example, a garage, coach house) to these types of houses. It is interpreted that there can be three residential units on a single property: the primary residential unit, a second unit in the primary residential unit, and a third residential unit in a building or structure that is ancillary to the primary residential unit.



Ontario Regulation 299/19 under the *Planning Act* defines "additional residential unit" to mean:

an additional residential unit referred to in section 16(3) of the Act.

In my opinion, it is fair and reasonable to maintain the character of the "R1" Zone in Woodstock, and to not permit the proliferation of additional residential units in the single-detached dwelling or in the "backyard". There is sufficient space in the "R2" and "C3" zones either existing or in new areas to increase residential densities where they are near or in retail and service commercial areas. Certainly, additional rental housing in these latter zones will meet the political and planning objectives of the Ontario government.

Existing Woodstock Zoning By-law 8626-10

In the Bylaw, a "converted dwelling house" means:

a dwelling house which has been altered or converted to provide two or more dwelling units

A "dwelling house" means:

a building occupied or capable of being occupied as the home or residence of one or more persons, but shall not include a travel trailer, a motor home, a group home or mobile home as defined herein

The Zoning By-law permits a "converted dwelling house" in the "R2", "R3", and "C3" Zones.

When converted or altered, a single-detached dwelling house, a semi-detached dwelling house, a duplex dwelling house, and a multiple-attached dwelling house **are referred to as converted dwelling houses for zoning purposes**. In the Bylaw, there are general provisions, parking standards, and zone provisions for converted dwelling houses.

The Planning Applications

The two planning applications are intended to achieve the following results. Currently, prototype amendments have been crafted for purposes of the Statutory Public Meeting scheduled for December 6, 2021.

(a) **Official Plan Amendment (Application OP 21-15-8)**

The following proposed amendments reflect the proposed policy for ARUs.

7.2.4

- Additional Residential Units are added to the description of the Low Density Residential District designation. The types of dwellings include single-detached, semi-detached, duplex, converted dwellings, street fronting townhouses, quadraplexes, low density cluster development and low rise apartments.
- The criteria for multiple units is amended to allow for street oriented multiple units in addition to other site criteria.
- In **7.2.4.1.1**, new street oriented residential infill must be compatible with characteristics on the same street within a two block area.



- In **7.2.4.1.2**, policies for new Backyard Infill development are modified to allow for ARUs. The policy does not apply to the addition of a second unit in an ancillary building or structure.
- Subsection **7.2.4.3** (Converted Dwellings) is deleted and replaced with Additional Residential Units and Converted Dwellings. The summary policies are:

7.2.4.3

- **ARUs are encouraged in Low Density Residential Districts where appropriate.**
- **Goal/objective is to increase range and availability of affordable housing options.**
- **A condition is to maintain the low density residential character of the housing and neighborhoods in Low Density Residential Districts.**
- **The City of Woodstock may deem it appropriate to allow for ARUs in existing and newly developing residential areas.**
- **The City of Woodstock will allow ARUs considering the location, nature and character of existing development, existing level of services and presence of natural hazards and/or other constraints.**
- **The City of Woodstock shall establish appropriate zones and zoning provisions for ARUs.**
- **The appropriate zones shall allow ARUs in single-detached, semi-detached, townhouse dwellings or an ancillary structure.**
- **The City of Woodstock will apply criteria that must be satisfied when considering all ARU proposals:**
 - **Maximum two ARUs on a lot; one in the primary residential unit and/or one in an ancillary structure.**
 - **An ARU is not permitted on a lot where there is a boarding/lodging house, garden suite, converted dwelling unit, group home, mobile home/park model trailer, bed and breakfast establishment or similar use.**
 - **The ARU shall be secondary and subordinate to the primary residential unit.**
 - **The ARU shall be limited in size to maintain affordability and to minimize potential impacts on neighborhood character, infrastructure and public service facilities.**
 - **The maximum gross floor area of the ARU is 50% of the gross floor area of the primary unit.**
 - **The Bylaw may establish lower maximum floor area and/or floor area caps, if deemed appropriate.**
 - **The existing dwelling and lots are of sufficient size to accommodate ARUs without detracting from the visual character of the lot or the area.**
 - **The lots are of sufficient size to provide adequate parking, landscaping and outdoor amenity areas without detracting from the visual character of the lot or the area.**



- **Any new/expanded structures and/or exterior alterations for an ARU will maintain the general built form and architectural character of the primary dwelling and the surrounding residential neighborhood.**
 - **the primary dwelling must have direct, individual vehicular access to a public street.**
 - **New additional driveways will not generally be permitted.**
 - **There is adequate access from the front lot line or parking area to each ARU for both occupant use and emergency response.**
 - **Existing trees and other desirable vegetation are preserved to the extent feasible, to help maintain the character of the lot and area.**
 - **Existing infrastructure and public service facilities serving the area are adequate to accommodate the ARUs.**
 - **Storm water run-off will be adequately controlled and will not negatively affect adjacent properties.**
 - **The potential increase in on-street parking demand can be adequately accommodated and/or managed.**
 - **Land use compatibility concerns will not be created or intensified, and**
 - **Potential effects on environmental and/or heritage resources can be addressed according to Section 3.2 and**
 - **The avoidance or mitigation on environmental constraints can be addressed according to section 3.2.**
- **The City of Woodstock will apply criteria that must be satisfied when considering ARU proposals in a structure ancillary to a single-detached, semi-detached or rowhouse dwelling:**
 - **The ancillary structure must be located in a rear or interior side yard.**
 - **The siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area will allow for optimal privacy for the occupants of the ARU, the primary dwelling and abutting residential properties, and potential visual and shadowing impacts will be minimized on adjacent residential yards.**
 - **Landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties, and**
 - **all other municipal requirements can be adequately addressed.**
 - **ARUs must be located on the same lot as the primary dwelling and may not be severed from such lot, or converted into a separately transferable unit through a plan of condominium.**
 - **The Woodstock Zoning Bylaw shall establish the specific zoning provisions that must be met for an ARU to be established on a lot.**



- **Zoning provisions will address the policy requirements of subsection 7.2.4.3 and any other matters deemed necessary by the City. These other matters are not limited to lot frontage, lot area, type of unit permitted, unit size, unit location, building height, building location, building setbacks, landscaping, amenity areas, parking and access, among others.**
- **The Zoning Bylaw may assist in maintaining the built form character of the primary dwelling and surrounding residential areas.**
- **The Zoning Bylaw may assist in minimizing potential impacts on abutting residential properties.**
- **The Zoning Bylaw may limit the location and extent of structural additions, alterations and/or features that are permitted.**
- **The zoning provisions for ADUs will be implemented by a comprehensive zoning bylaw amendment initiated by the City of Woodstock.**
- **Zoning provisions for new residential subdivisions may include provisions for ADUs.**
- **Zoning Bylaw amendments for site-specific ARU proposals will not generally be permitted.**
- **The proposal for an ARU in a structure ancillary to a single-detached, semi-detached or townhouse dwelling may be subject to site plan control.**
- **The City of Woodstock may implement other supplementary tools and measures to assist with tracking and regulating ARUs including registration and/or licensing requirements, design guidelines, property standards bylaws, etc.**

Concerns regarding the proposed Official Plan Amendment

1. **The second paragraph under section 7.2.4 should be clarified to apply to new development in the Low Density Residential District and does not apply to the development of ARUs in single-detached, semi-detached, duplex and row townhouse dwellings and to ARUs in ancillary structures.**
2. **The term "Converted Dwelling" must be deleted from the Official Plan. A Converted Dwelling is an ARU and becomes redundant. As well, a dwelling and/or structure with an ARU do not lose their classification as a single-detached, semi-detached, duplex and rowhouse. The last paragraphs under subsection 7.2.4.3 should be removed since it considers Converted Dwellings.**



3. **An ARU is an ancillary structure should be given a class name. I suggest "Ancillary Residential Unit Structure".**
4. **In the Zoning Bylaw, dwellings and structures with ARUs should be considered as permitted uses. It should clear in the Zoning Bylaw that an Accessory Residential Unit is not a primary or principal permitted use in any of the zones.**
5. **The last point under the Ancillary structure criteria should also be included in the criteria for all ARUs. It should read: "all other municipal requirements (e.g. servicing, emergency access, by-laws, standards, etc.) can be adequately addressed.**
6. **The section that sets out the zoning bylaw policies will need to be carefully reviewed. The discretion for Woodstock to choose where ARUs are permitted and the zoning provisions is acceptable.**
7. **Although not a critical issue, there are suggestions that fractional ownership may be used by some owners to share the burden where there are ARUs in a dwelling.**

(b) Zoning Bylaw Amendment (ZN 8-21-17)

The proposed Table "ADDITIONAL RESIDENTIAL UNITS should be deferred until the official plan amendment is approved and in effect.

The zoning provision for Converted Dwellings must be removed and replaced with the provisions for dwellings with Additional Residential Units.



Mark L. Dorfman, F.C.I.P., R.P.P.



APPENDIX 1

ADDITIONAL RESIDENTIAL UNITS

Overview Chronology

1. In 1988, the provincial government introduced the matter of "Apartments in Houses". In the 1989 Land Use for Housing Policy Statement, the province supported municipalities to include official plan policies and zoning bylaws allowing Accessory Apartments as-of-right, but not in every residential area.
2. In 1994, Bill 120 *Residents Rights Act, 1994* amended the *Planning Act* to allow an apartment as a second unit in a house. A municipality in an official plan or zoning bylaw cannot prohibit two residential units in a detached house, semi-detached house, rowhouse. This was implemented by O.R. 384/94 (Apartments in Houses) and by guidance in the Municipal Guide - "Apartments in Houses" (July 1994). The apartment must meet building, fire and planning standards. The provincial intent is to provide affordable rental housing in neighbourhoods.
3. In 1996, Bill 20 (*Land Use Planning and Protection Act*) amended the *Planning Act* and new rules for apartments in houses were established. **Municipal authority was returned to decide where new apartments in houses can go and what standards will apply.**
4. In 1996, the first Provincial Policy Statement encouraged all forms of residential intensification.
5. In 2005, the second Provincial Policy Statement provided for an appropriate range of housing types by permitting and facilitating residential intensification.
6. In 2007, terminology in Bill 51 (*Planning and Conservation Land Statute Amendment Act, 2006*) was changed to refer to "second units" in the *Planning Act*. Official Plan policies and zoning bylaws for second units were voluntary and cannot be appealed.
7. In Summer 2011, Municipal Affairs and Housing published a document, "Municipal Tools for Affordable Housing". The Ministry stated that "**municipalities are responsible for determining where second units are appropriate, as well as the appropriate standards for second units**".
8. In 2012, Bill 140 (*Strong Communities Through Affordable Housing Act, 2011*) amended the *Planning Act* to provide municipalities with the discretion to introduce second unit policies in official plans and to include provisions in zoning bylaws. These policies and bylaws cannot be appealed.
9. In 2014, the third Provincial Policy Statement stated that municipalities shall provide for an appropriate range and mix of housing types and densities. **The municipality shall permit and facilitate second units and identify appropriate locations for intensification.**

In May 2019, the province issued "More Homes, More Choice: Ontario's Housing Supply Action Plan". These policies laid the groundwork for amendments to the Planning Act under Bill 108. The relevant rationale stated:

We're proposing changes to the Planning Act "to make it easier for homeowners to create residential units above garages, in basements and in laneways. (Page 8)

We're encouraging small landlords to create new rental units too, by making it easier to build second suites (like basement apartments) and helping them navigate the complicated building code approvals process.

As more rental units are built, tenants will have more choices, and rents will decrease.

11. In 2019, Bill 108 (*More Homes, More Choice Act, 2019*) amended the *Planning Act* to change the terminology to "additional residential units" and to allow municipalities to authorize three additional residential units on a residential property. O.R. 299/19 set some standards for Additional Residential Units. On May 8, 2019, the Minister of Municipal Affairs and Housing stated the political rationale for Bill 108 during debate on second reading:

The proposed changes before you today would also lower costs for building second units. Second units, such as basement apartments, not only help homeowners pay their mortgages, but they also make more rental housing available. In fact, if passed, we would propose to putting in place the necessary regulation so that one second unit in newly built houses would be completely exempted from development charges. This could reduce the cost of building a second unit and help increase the amount of rental housing in Ontario.

12. In May 2020, the fourth Provincial Policy Statement encourages planning authorities to accommodate additional residential units to sustain healthy, livable and safe communities. Planning authorities shall provide for an appropriate range and mix of housing options and densities by permitting and facilitating additional residential units. [policies 1.1.1 and 1.4.3 b)]
13. On September 4, 2019 (updated on July 20, 2021), MMAH published "Add a second unit in your house". This is a user-friendly guide and checklist to build legal second units in houses and not in ancillary buildings or structures.

Current Statutory Direction

On January 1, 2012, the *Planning Act* was amended (Bill 140) to include the following Second Unit Policies:

- 16(3) Without limiting what an official plan is required to or may contain under subsection (1) or (2), an official plan shall contain policies that authorize the use of a second residential unit by authorizing,
- (a) the use of two residential units in a detached house, semi-detached house or rowhouse if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains a residential unit; and
 - (b) the use of a residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse contains a single residential unit.

If an official plan is exempt from approval under section 17(24), Bill 140 provided that:

- (24.1) Despite subsection (24), there is no appeal in respect of the policies described in subsection 16(3), including, for greater certainty, any requirements or standards that are part of such policies.

If an official plan is not exempt from approval under section under 17(36), Bill140 provided that:

- (36.1) Despite subsection (36), there is no appeal in respect of the policies described in subsection 16(3), including, for greater certainty, any requirements or standards that are part of such policies.

Under Section 34, Bill 140 provided that:

- (19.1) Despite subsection (19), there is no appeal of a by-law that gives effect to the policies described in subsection 16(3), including for greater certainty, no appeal in respect of any requirement or standard in such a by-law.

Bill 140 added the following provisions to Section 35:

- (35.1) (1) The council of each local municipality shall ensure that the by-laws passed under section 34 give effect to the policies described in subsection 16(3);
- (2) The Minister may make regulations,
- (a) authorizing the use of residential units referred to in subsection 16(3);

- (b) establishing requirements and standards with respect to residential units referred to in subsection 16(3).
- (3) A regulation under subsection (2) applies as though it is a by-law passed under section 34.
- (4) A regulation under subsection (2) prevails over a by-law passed under subsection 34 to the extent of any inconsistency, unless the regulation provides otherwise.
- (5) A regulation under subsection (2) may provide that a by-law passed section 34 prevails over the regulation.
- (6) A regulation under subsection (2) may be general or particular in its application and may be restricted to those municipalities or parts of municipalities set out in the regulation.

On March 7, 2017, the Ministry proposed a Regulation on the EBR for public consultation:

Proposed Regulation for the establishment of requirements and standards with respect to second residential units: Parking requirements for second residential units; Occupancy requirements for the primary unit or second residential unit; and, Authorizing second residential units in all dwellings regardless of date of construction.

On April 12, 2018, the *Planning Act* was amended (Bill 7) to delete the following from subsection 16(3) "Without limiting what an official plan is required to or may contain under subsection (1) or (2)",

The subject Regulation came into force on September 3, 2019 after Bill 108 came into effect. The term second residential units was changed to additional residential units in Bill 108.

On September 3, 2019, the *Planning Act* was amended (Bill 108) to delete subsection 16(3) and replace it:

- (16)(3) An official plan shall contain policies that authorize the use of additional residential units by authorizing;
 - (a) the use of two residential units in a detached house, semi-detached house or rowhouse; and
 - (b) the use of a residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse.

There is no appeal of additional residential policies in the official plan and zoning bylaw.

On September 3, 2019, Ontario Regulation 299/19 (Additional Residential Units) came into force.

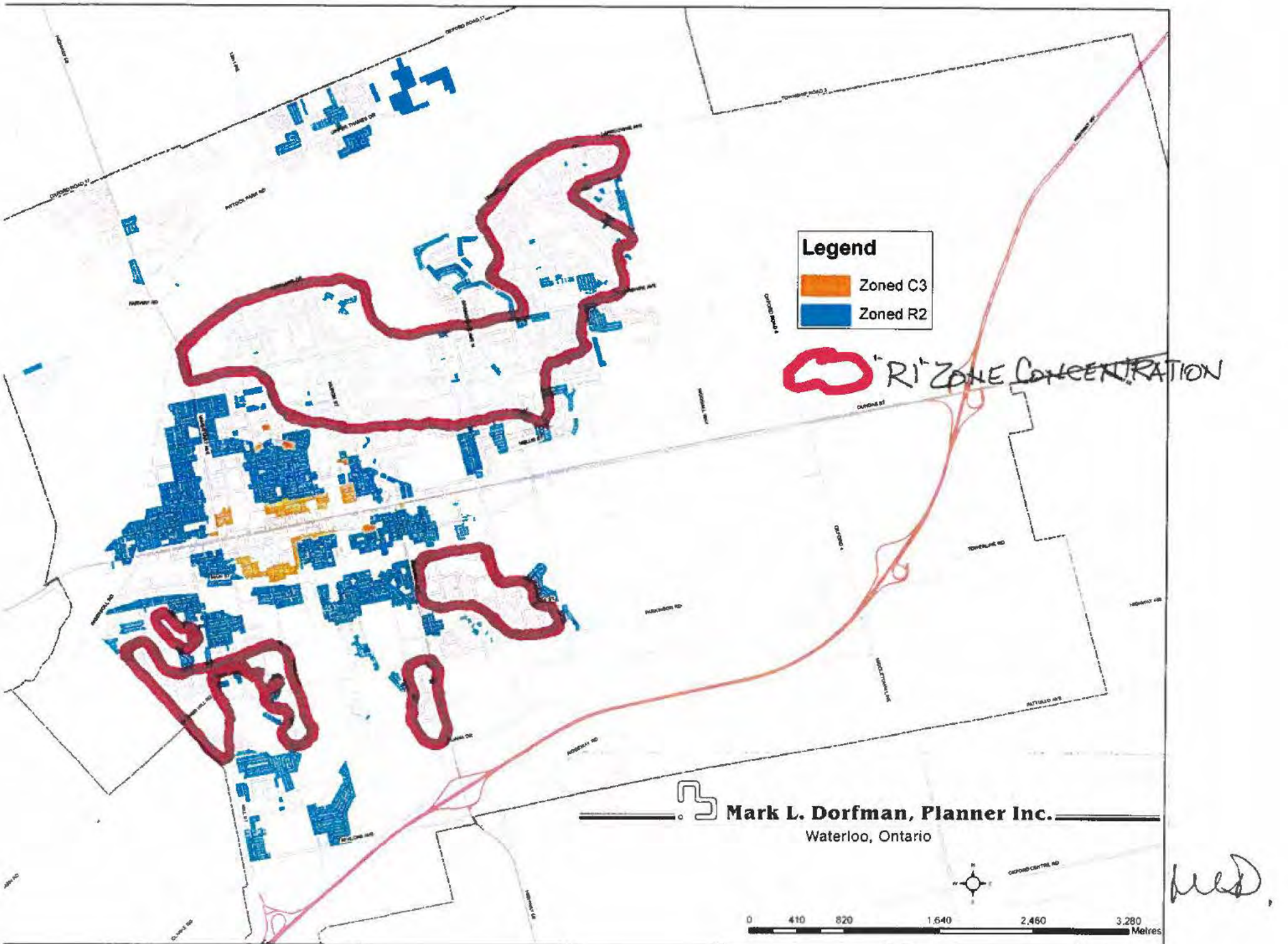
The Regulation set out requirements and standards for additional residential units.

- one parking space shall be provided for the sole use for each additional residential unit, and that such parking space may be provided through tandem parking, as defined.
- where a municipal zoning bylaw requires no parking spaces for the primary residential unit, no parking space would be required for the additional residential unit.
- where a municipal zoning bylaw is passed that sets a parking standard lower than a standard of one parking space, or no parking space, for each additional residential unit, the municipal zoning bylaw standard would prevail over the above requirement..
- an additional residential unit, where permitted in a zoning bylaw, may be occupied by any person regardless of whether the primary residential unit is occupied by the owner of the property or is related to the occupant of the primary residential unit.
- an additional residential unit, where permitted in a zoning bylaw, would be permitted without regard to the date of construction of the primary residential unit.



Mark L. Dorfman, F.C.I.P., R.P.P.

APPENDIX 2



Dear City Council:

Please consider this input at your meeting Dec 9 2021.

Official Plan Amendment & Zone Change re: ARU for City of Woodstock
Files OP 21-15-8 and ZN 8-21-17

1. Concerns with the City of Woodstock's Proposed Phased-in approach to ARUs by only allowing them for properties currently zoned R1 (which are properties that already allow for converted dwelling houses, duplexes and semi-detached dwelling houses)
2. Concern with City of Woodstock's 1000 square metre lot size requirement for ARUs as a detached accessory structure

I attended the City Council meeting last night and wish to voice the above concerns.

First, this phased-in approach is not consistent with the provincial direction with respect to affordable housing options that indicates broad implementation is expected and that restrictions/limits to facilitating ARUs should only be considered related to hazards or where provision of such units would be a strain on capacity to provide municipal services.

According to the public meeting last night, no other municipalities that County of Oxford is aware of are using the phased-in approach. This should provide some general guidance to the City of Woodstock as it contemplates the direction we are headed.

In addition, the County of Oxford is not recommending a phased-in approach.

The phased-in approach only allows ARUs where they already exist. Unlike R1 zones, R2 zones are currently zoned to permit more than one dwelling (by-law 8626-10, Section 7) such as converted dwelling houses, duplexes, and semi-detached dwelling houses.

I took note of Councillor Talbot's comments last night that many of us want to preserve our R1s and her concern that R1s will be complaining about

investors if the City of Woodstock does not adopt the phased-in approach. I would like to point out that this is also punishing R1 homeowners in the City of Woodstock who are struggling to pay mortgages and need the additional rental income and are in a position to assist with the housing crisis.

Councillor/Chair Talbot also mentioned in reference to the intended broad application of the Act, that the Province is forcing big city problems /solutions on the City of Woodstock. I would point out in reply that the housing crisis is happening in Woodstock too.

I can appreciate the concern about investors artificially inflating our housing prices and keeping them out of reach of first-time homebuyers. A possible solution that could use some further research would be in By-law 8626-10 under Section 5.2.4 on Garden Suites. Under 5.2.4.2 Conditions of garden suites iii) presently reads that they must be sited on same lots as main residential building and **the owner** of the lot must live on the property. If a term like this could be incorporated into the proposed changes, this may address the investor issues raised above.

The initial option presented last night by Mr. Hough was to re-evaluate how ARUs are working after 2 years for R2 and then consider expanding to R1. It was later contemplated that 1 year could be more appropriate. Either way, the City of Woodstock would be restricting rental income for R1 property owners on an artificial distinction based on current (archaic) zoning by-laws (when you consider the broad application the More Homes, More Choice Act is to have) and compounding the housing crisis by delaying the solution another year or two. I think it would be a worthwhile exercise to make it public how many properties in each R1, R2, R3 zoning criteria would meet the current requirements proposed for ARUs. From the comments at the meeting, it appears that in practice, as currently proposed, the amendments are quite restrictive. This would also only reflect the number of eligible properties to apply and not actual applications.

Second Concern from above

If ARU is to be a detached accessory structure, a minimum lot area of 1000 square metres is required. This is another archaic zoning regulation that needs to be re-evaluated. The rationale we were given at last night's meeting was that it is to ensure there is space for parking and amenities. Some/most of the intent here appears to be already covered in the parking

space provisions and by requiring 50% of the front yard to be landscaped open space (amongst other already existing criteria in the proposed changes).

We heard at the meeting that it is going to be very difficult for R2 properties to comply with the 1000 square metre lot size requirement.

Such a restrictive approach to ARUs by the City of Woodstock will have very little impact on the housing crisis and is inconsistent with the broad implementation contemplated by the More Homes, More Choice Act.

It is also prudent to consider surrounding areas and whether they are implementing this lot size requirement for detached accessory ARU structures. My understanding is that many are not. The only one I am personally aware of among abutting municipalities and other nearby cities along the 401 corridor is Haldimand County (and the rationale appears to be connected to their minimum area floor space requirements).

I am of the view that the phased-in approach is inconsistent with the legislation referred to above and selectively applies the benefits of the legislation to those lucky enough to have their properties already zoned as R2 in Woodstock and minimizes any impact the amendments could have on the housing crisis.

I am also of the view that maintaining the 1000 square metre minimum lot size for detached accessory structures is inconsistent with the goals of the new legislation (and clinging to an archaic zoning provision meant to deal with garden suites that existed prior to the housing crisis).

Thank you for your consideration of my input in this process. You have permission to publish my name and comments, but not my e-mail address or home address.

Sincerely,

Sandra Kent

On Fri, Jan 7, 2022 at 11:28 AM Jason Igras [REDACTED] wrote:

Greetings Gordon Hough,

I hope you and your family are doing well and that you enjoyed the holidays for what it was. I am following up with you after watching the Woodstock Planning Meeting from December 6th 2021. I am wondering if there are any developments since that meeting, specifically related to ADUs in the R1 zones? Are there any interim options available for R1 property owners to add an ADU to their property? Or is the only route to apply for a zone change from R1 to R2?

Unfortunately, based on the proposed changes discussed in the meeting, it does not appear the City of Woodstock is making any changes to allow ADUs, except for zones that already allow additional units. The more Homes and More Choices Act was intended to help alleviate the housing shortage and provide more affordable options. It's too bad that those entering homeownership these days are doing so by stretching their budgets to the limit with no opportunity to use their home as an income stream to alleviate expenses. On the other side, many tenants have been looking for living accommodations for months and supply is low. ADUs are going to be especially important in the future as real estate value continues to rise and the Woodstock population increases. No doubt multi-generational housing where families are living together will be more in demand as real estate values climb.

If a phased-in approach is being implemented, it would make sense that Phase 1 at least moved the ball forward and progress was made.

I hope you and your family stay safe and keep well. Take care and all the best,
Jason Igras

From: [REDACTED]
To: [Planning](#)
Subject: ARU
Date: January 8, 2022 11:11:05 PM

First I want to start off by stating that when speaking with other homeowners, they are not aware of any of this and assume that if there are any zoning changes directly affecting them that they would have been notified by mail. Secondly when plans are being done there are usually more options to choose from like A B or C, why would you only bring 1 option to council?

Since I want to keep this to a minimum I will only speak about my neighborhood which is Henry St, located between Wellington St and Butler.

I do not have any objects to ARU, but feel that they should not be clustered all on certain streets especially ones that have large amounts of foot and vehicle traffic. When you first turn on to Henry from Wellington St bridge you take the first left and there's the seniors center and the main entrance to Southside park where baseball/soccer fields playgrounds etc are located, or

If you go to the second left off Henry St is Finkle St which takes you to 2 other entrances to Southside Park. or continue to Southside Pool, Fanshawe College or the Complex where there are numerous activities baseball, soccer, ice hockey, gymnastics etc, and then the hospital which not only creates vehicle traffic on Henry St but is also the route used many times a day for the emergency vehicles.

We also have the footbridge which is currently closed but when opened creates more foot traffic and lets not forget the school buses stopping to pick up and drop off children on Henry St.

If you continue to the end of Henry St you will come to the dog park which creates vehicle and foot traffic, and across the dog park on Butler is the Purnia parking lot which creates transport traffic on Henry St. Remember all this is happening on a street that is about 400-425 meter long. With all this going on do you really think this street is a right fit?

We already have a lot of vehicles parked on the road as laneways are not bigger enough to accommodate when the homeowner has visitors so we honestly do not need more vehicles parked on the street, as turning from Finkle St to Henry is sometimes difficult to see around the parked vehicles, not sure how many times a day a car pulls into oncoming traffic as there view was blocked by vehicles parked on the street.

So when looking for options for ARU maybe look at the areas as a whole not just what zoning they are because some areas even though they are Zoned 2 might not be the right fit.

If you really want to go a good job (which i think the taxpayers deserve) you might start by NOT looking at how a home or area is zoned but what homes or areas have less foot and vehicle traffic and can accommodate a bit more traffic a side street or a cul d sac might be better option, also spread it throughout the whole city instead of clustering 90% of it in the center of the city.

Please feel free to contact me regarding anything on this matter.

Deb Lockwood
[REDACTED]

From: Mike Van Hemert [REDACTED]

Sent: February 1, 2022 9:52 PM

To: Planning <planning@oxfordcounty.ca>

Subject: Legals Suites - Woodstock

To Whom it May concern.

I would just like to express my concern. Your allowable sqft of basement apartments is way to small. You really need to be around 85% of the upstairs area, which will allow you to make a nice 2 bedroom unit under a typical bungalow. This improves the size of the basement unit as well as the practical aspects of accessing the basement as otherwise you may need to add two stairs to get to the basement which is wasted space. Brantford, Welland, Kitchener, Hamilton are good cities to reievew their bylaws.

A bigger basement suite allows for a nice unit that the tenants can enjoy and perhaps start a family in. having a bunch of one bedroom basement suites is not great in the rental market. Please consider increasing the allowable size of a basement suite.

Thanks

Mike VH

COUNTY OF OXFORD

BY-LAW NO. **xxxx-2022**

BEING a By-Law to adopt Amendment Number xxx to the County of Oxford Official Plan.

WHEREAS, Amendment Number 271 to the County of Oxford Official Plan has been recommended by resolution of the Council of the City of Woodstock and the County of Oxford has held a public hearing, and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford, pursuant to the provisions of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 271 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 23rd day of February, 2022.

READ a third time and finally passed this 23rd day of February, 2022.

LARRY MARTIN, WARDEN

CHLOE SENIOR, CLERK

AMENDMENT NUMBER 271
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following text attached hereto
constitutes Amendment Number 271 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to update Chapter 7 – City of Woodstock Land Use Policies, as contained in the County Official Plan to implement policies regarding Additional Residential Units (ARUs) in the City. The proposed amendment will also make changes to Chapter 1 – Introduction, by adding a definition for an ARU and to modify the definition of Net Residential Density, which will apply to the County of Oxford as a whole.

2.0 LOCATION OF LANDS AFFECTED

This amendment includes the implementation, and modification of definitions for *Additional Residential Units* and *Net Residential Density*, respectively, that will apply to all lands located within the corporate boundary of the County of Oxford. The specific policy amendments to Chapter 7 of the Official Plan regarding ARUs will apply to the City of Woodstock exclusively.

3.0 BASIS FOR THE AMENDMENT

Bill 108, *More Homes, More Choices Act* and accompanying regulations came into effect in Ontario in September 2019, implementing measures and Provincial direction to increase the availability and affordability of housing to more Ontarians via, among other measures, amendments to the *Planning Act* and the *Development Charges Act*. The Planning Act amendments require municipalities to enact policies that authorize Additional Residential Units (ARUs) in low density housing types, specifically single and semi-detached dwellings and townhouses.

Provincial direction with respect to providing affordable housing options has been clear and consistent that broad implementation of provincial policy and regulations in this regard is expected and restrictions/limitations to facilitating ARUs should only be considered with respect to physical restrictions related to hazards (e.g. areas subject to flooding or erosion) or where the provision of such units would be a strain on a community's capacity to provide municipal services.

This amendment introduces high level, enabling-type policies that are intended to reflect and implement the current Provincial direction on ARUs, while also establishing a comprehensive suite of review criteria to inform and support the City's development of zoning provisions and, where deemed appropriate, other local implementation measures for such units. Council is satisfied that the policies contained in this amendment provide opportunity for detailed local direction regarding the circumstances under which ARUs will be permitted, and what standards will apply, via the development of appropriate zoning provisions, undertaken as part of a comprehensive, City-initiated Zoning By-law amendment.

While this amendment will largely affect Chapter 7 – City of Woodstock Land Use Policies, and will be specific to the City of Woodstock, the amendment also includes changes to Chapter 1 – Definitions, which will affect the County as a whole. Council is of the opinion that the proposed changes to Chapter 1 are appropriate and will be complimentary to anticipated amendments to the County Official Plan regarding the implementation of ARU policies affecting both the County's urban and rural communities.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Chapter 1 - INTRODUCTION, Section 1.6 - *Definitions*, as amended, is hereby amended by adding the following definition immediately before the definition of 'Adjacent Lands':

**ADDITIONAL
RESIDENTIAL
UNIT**

Additional Residential Unit (ARU) means a separate, self-contained dwelling unit located within a single detached, semi-detached or street townhouse dwelling, or within a detached building ancillary to such dwelling, and which is located on the same lot as, and is clearly subordinate to the principal dwelling.

- 4.2 That Chapter 1 – INTRODUCTION, Section 1.6 – *Definitions*, as amended, is hereby amended by inserting the sentence 'Additional Residential Units shall not be included for the purposes of determining compliance with the net residential density requirements of this plan' at the end of the definition of *Net Residential Density*, so that the definition shall read as follows:

**NET
RESIDENTIAL
DENSITY**

Net Residential Density means the number of housing units per hectare of residentially designated land, exclusive of lands required for open space, environmentally sensitive areas and transportation and servicing *infrastructure*, including storm water management. *Additional Residential Units* shall not be included for the purposes of determining compliance with the net residential density requirements of this plan.

- 4.3 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, subsection 7.2.4, *Low Density Residential Areas*, as amended, is hereby amended by deleting the paragraph titled 'Description' and replacing it with the following paragraph:

DESCRIPTION

Low Density Residential Districts are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including both executive and smaller single detached dwellings, semi-detached and duplex dwellings, *additional residential units* and converted dwellings, street fronting townhouses, quadraplexes, low density cluster *development* and low rise apartments. In these Districts, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended however that the full range of housing will be permitted in every individual neighbourhood or *development* and City Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential Districts are identified on Schedule W-3.

- 4.4 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 - *Housing Development and Residential Areas*, subsection 7.2.4, *Low Density Residential Districts*, as amended, is hereby amended by inserting the words 'Notwithstanding the above criteria' at the beginning of the last paragraph under the subsection titled 'Criteria for Multiple Units' so that the subsection shall read as follows:

Notwithstanding the above criteria, street oriented multiple unit *development* such as street fronting townhouses, quadraplexes and converted dwellings may be permitted on local streets.

- 4.5 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, subsection 7.2.4.1.1 - Street Oriented Infill, as amended, is hereby amended by deleting the word ‘consistent’ in the first bullet point under the heading ‘Evaluation Criteria’ and replacing it with the word ‘compatible’ so that the subsection shall read as follows:

- the proposal is compatible with the street frontage, setbacks, lot area and spacing of existing *development* within a two block area on the same street

- 4.6 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, subsection 7.2.4.1.2 – Backyard Infill, as amended, is hereby amended by deleting the first paragraph of the subsection and replacing it with the following:

In Low Density Residential Districts, backyard infill *development* may involve new residential *development* behind an existing building facing a street on a vacant lot with minimal frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized institutional sites. Backyard infill may involve *development* on existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Sections 7.2.4.3 and 10.3.9, respectively.

- 4.7 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, as amended, is hereby amended by deleting subsection 7.2.4.3 – Converted Dwellings, and replacing it with the following subsection:

7.2.4.3 ***Additional Residential units and Converted Dwellings***

ADDITIONAL RESIDENTIAL UNITS

The development of *additional residential units* within the Low Density Residential Districts shall be encouraged, where appropriate, with the goal/objective of increasing the range and availability of affordable *housing options* while maintaining the low density residential character of the housing and neighbourhoods comprising such districts.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the City has deemed it to be appropriate based on such considerations as the location, nature and character of existing development, existing level of services and presence of natural hazards and/or other constraints.

To this end, City Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or row townhouse dwelling and/or a structure ancillary to such dwellings where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of one unit in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- an *additional residential unit* shall generally not be permitted on a lot that contains a boarding or lodging house, garden suite, converted dwelling unit, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;
- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling and limited in size to maintain affordability and minimize potential impacts on neighbourhood character and on *infrastructure* and *public service facilities*;
- the gross floor area of the *additional residential unit(s)* shall not total greater than 50% of the gross floor area of the principal dwelling. The City may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate.
- existing dwellings and lots are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new or expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and architectural character of the principal dwelling and the surrounding residential neighbourhood;
- the principal dwelling must have direct, individual vehicular access to a public street. New additional driveways will generally not be permitted;
- to the extent feasible, existing trees and other desirable vegetation are preserved to assist in maintaining the character of the lot and area;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential unit(s)*;
- stormwater run-off will be adequately controlled and will not negatively affect adjacent properties;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns (e.g. due to proximity to industrial areas or on *major facilities*) will not be created or intensified; and

- the potential effects on environmental and/or heritage resources, and the avoidance or mitigation of environmental constraints can be addressed in accordance with the policies of Section 3.2.
- all other municipal requirements (e.g. servicing, emergency access, by-laws, standards, etc.) can be adequately addressed.

*ADDITIONAL
RESIDENTIAL UNITS
IN AN ANCILLARY
BUILDING*

The following additional criteria shall apply to the establishment of an additional residential unit in a structure ancillary to a single detached, semi-detached or row townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area (s) will allow for optimal privacy for the occupants of the additional residential unit, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and
- all other municipal requirements (e.g. servicing, emergency access, by-laws, standards, etc.) can be adequately addressed.

SEVERANCE

Additional residential units must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

ZONING

The City's Zoning By-law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the City including, but not limited to, lot frontage and area; type of unit permitted; unit size and location; building height; location and setbacks; landscaping and amenity areas; parking and access, etc.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-law may also limit the location and extent of structural additions, alterations and/or features (e.g. building additions, doorways, windows, stairways, decks, etc.) that are permitted.

The zoning provisions for *additional residential units* will be implemented through a comprehensive, City initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* will generally not be permitted.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the City may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

- 4.8 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, as amended, is hereby amended by changing the heading of the subsection titled ‘*Criteria For More Than Two Units*’ as contained in Section 7.2.4.3 to ‘*Converted Dwellings*’ and that the first paragraph of that subsection be deleted and replaced with the following:

In addition, City Council may zone areas within the City to permit the conversion of a principal dwelling for more than two dwelling units in accordance with the following criteria:

- 4.9 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, as amended, is hereby amended by adding the following subsection immediately after the subsection titled ‘*Converted Dwellings*’, as contained in Section 7.2.4.3 (as amended by subsection 4.8 of this amendment):

NO FURTHER CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the said dwelling to include additional units will generally not be permitted.

- 4.10 That Chapter 7 – CITY OF WOODSTOCK LAND USE POLICIES, Section 7.2 – *Housing Development and Residential Areas*, as amended, is hereby amended by deleting the paragraph titled ‘*Site Plan Control*’ at the end of the newly titled ‘*Converted Dwellings*’ subsection identified in Clause 4.8 of this amendment, and replacing it with the following:

SITE PLAN CONTROL

Such converted dwellings may be subject to site plan control.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the relevant implementation policies contained in the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the relevant interpretation policies of the Official Plan.