



To: Bohdan Wynnyckyj, RPP, MCIP, Chief Planner – Special Projects,
Loyalist Township

From: Nadia De Santi, MCIP, RPP, Practice Lead, WSP
Jill MacDonald, MCIP, RPP, Senior Planner, WSP

Subject: **Amherstview West Secondary Plan**
As We Heard It Memo – Public Open House #3 (July 31, 2024)

Date: August 29, 2024

1 Introduction

Loyalist Township is currently undertaking a Secondary Plan for Amherstview West. The Secondary Plan will provide a policy and implementation framework to guide the extension of the existing community of Amherstview to the west, to accommodate future growth and development for the next 25 years to the year 2046. It will consider future needs and priorities for the new community, including protection of the natural environment, housing types, urban design, community amenities, and transportation, including active transportation.

The development of the Secondary Plan is integrated with a Municipal Class Environmental Assessment (MCEA) Master Plan process. Master Plans are long-range plans that integrate infrastructure requirements for existing and future land use with environmental assessment principles.

This “As We Heard It” Memo (“Memo”) presents a summary of the feedback received from the community through the third Public Open House (“POH”) that was held in-person in Amherstview as part of the ongoing community engagement process being undertaken by Loyalist Township for the Amherstview West Secondary Plan Study. The purpose of the in-person POH on July 31, 2024 was to:

- Provide an update on the Secondary Plan Study since the previous POH held in June 2023 and Community Design Workshop held in September 2023, and what was heard at those engagement events;
- Present the Draft Amherstview West Secondary Plan, Draft Official Plan Amendment, Draft Zoning By-law Amendment, Draft Urban Design Guidelines, Future Development Area Evaluation of Options;
- Present an update on the MCEA process and Draft MCEA Master Plan Environmental Study Report; and



- Obtain feedback on the Draft Secondary Plan documents at the POH or through written comments submitted to Township staff.

The feedback received through this POH will be considered in the preparation of the Final Draft Secondary Plan and associated documents.

For more information on the Amherstview West Secondary Plan, please visit the project website at <https://www.loyalist.ca/amherstviewwest>, which includes additional background information on the Secondary Plan and summaries of past engagement events. Future project updates will be posted to this website, including future Notices of meetings and deliverables.

2 In-Person Public Open House #3

The third Public Open House was held in a hybrid format from 5:30 pm to 7:30 pm on July 31, 2024. The hybrid meeting included options to attend in-person at the Amherstview Fire Hall at 363 Amherst Drive in Amherstview, or participants could attend online through a Zoom meeting, which was hosted by the Township. The purpose of the open house was to provide a project update to the community, present and obtain feedback from the public on the draft Secondary Plan documents, and outline next steps for the project.

2.1 Participants and Approach

The Notice of the Public Open House was publicly released on the Township's project webpage (<https://www.loyalist.ca/amherstviewwest>), and circulated to the project email notification list on July 17, 2024. Notice of the event was also advertised through advertisements in the Kingston Whig-Standard on July 20, 2024 and Kingston this Week on July 25, 2024. While not mandatory, registration was requested by July 30, 2024, 4:30 pm.

The agenda for the Public Open House included a presentation by the Township's consultant, WSP, which included a(an):

- Overview of the Secondary Plan Study, revised study process and timeline as a result of the Council-approved change to the project scope and schedule in March 2024, and update on the status of the background technical reports;
- Present the Draft Amherstview West Secondary Plan, Draft Official Plan Amendment, Draft Zoning By-law Amendment, Draft Urban Design Guidelines, Future Development Area Evaluation of Options;
- Present an update on the MCEA process and Draft MCEA Master Plan Environmental Study Report; and
- Next steps and how to submit feedback.



All presentation materials were made available in English. Approximately 20 people attended the Public Open House in-person and 9 people attended the event online through the Zoom meeting. The event was hosted in a ‘seminar’ format and attendees were invited to directly engage with the project team throughout the session by providing input and feedback.

Following the Public Open House, the following materials were posted on the Township’s project webpage (<https://www.loyalist.ca/amherstviewwest>):

- Presentation Slide Deck at https://www.loyalist.ca/en/business-and-development/resources/Documents/AWSP-POH3/FINAL_AWSP---POH-3-Presentation---July-31-2024.pdf - (posted August 1, 2024) and can be found under **Appendix A** of this Memo;
- Display Boards at https://www.loyalist.ca/en/business-and-development/resources/Documents/AWSP-POH3/FINAL_AWSP_POH-3-Display-Boards_Jul-31-2024.pdf - (posted August 1, 2024); and
- Presentation Video Recording at <https://www.youtube.com/watch?v=U7BUpaE-O0U> via Loyalist Township’s YouTube channel - (posted August 1, 2024).

3 Summary of Input

This section provides a summary of public input received at the Public Open House #3. The input received will help inform refinements to the Draft Secondary Plan documents. The Final Draft documents will be presented at the future Statutory Public Meeting required under the Planning Act.

Table 1 provides a summary analysis of the input and comments received from the community and relayed to the project team orally and through written submissions at and following the event.

Table 1: Summary of Feedback Received on the Draft Secondary Plan Documents (July 2024)

Theme	Community Comments
Land Use	<ul style="list-style-type: none"> • Support for the proposed Mixed Use designation along the extension of Amherst Drive. • Clarification requested on the location of the High Density Residential lands proposed to be located southwest of County Road 6 and the proposed Amherst Drive extension. Concerns were expressed regarding potential traffic issues with the High Density Residential block in this proposed location, as well as concerns regarding appearance and visual impact of the High Density block



Theme	Community Comments
	<p>when entering the Amherst Drive extension (i.e., 'Main Street') into the new community.</p> <ul style="list-style-type: none"> • Inquiry if commercial uses will be permitted on the ground floor of buildings in the High Density Residential land use designation. • Request to revise the policies in the Draft Secondary Plan to remove the minimum height requirement of five (5) storeys as this policy conflicts with permitting stacked townhouse dwellings in this land use designation. • Strong interest in considerations for housing and land uses that would support “aging in place” for seniors, specifically a request for lands to be designated for a health care and social services centre that could serve senior residents in the community.
Natural Heritage	<ul style="list-style-type: none"> • Clarification requested on the Regulated Area – Hazard Lands Overlay shown in the Draft Secondary Plan (July 2024).
Site Servicing / Stormwater Management	<ul style="list-style-type: none"> • Questions related to capacity of existing water, sanitary, and stormwater facilities to service the Secondary Plan Study Area, and if additional systems are required to support the new community. • Clarification requested on the construction timing of future stormwater facilities, and how run-off will be directed, specifically around Bath Road. • Concerns regarding potential future construction around the Lost Creek watershed, and potential run-off impacts on the existing residential properties in the Secondary Plan Study Area and nearby waterfront areas, including parks and open space found in Nicholson Point and Lighthouse Park.
Transportation	<ul style="list-style-type: none"> • Inquiry if planning for public transit was considered in the preparation of the Land Use Plan and Draft Secondary Plan (July 2024) and if Kingston Transit has plans for expansion of service into Amherstview West. • Concerns regarding traffic congestion along County Road 6, specifically that the intersection of County Road 6 and Amherst Drive may become congested once the area is built out. • Interest in whether a signalized intersection (i.e. traffic lights) is being proposed at the County Road 6 / Amherst Drive and County Road 6 / Walden Ponds Drive intersections. • Inquiry if future roundabouts around the Secondary Plan Area will be designed with single or double traffic lanes.



Theme	Community Comments
	<ul style="list-style-type: none"> • Support for additional multi-use pathways east of the Secondary Plan Area along Speers Boulevard and Amherst Drive to connect to Amherstview West. • Requests for refinements to the Draft Secondary Plan (July 2024) policies that address Proposed Minor and Major Collector Roads.
Urban Design	<ul style="list-style-type: none"> • Desire to see more ‘modern’ design and construction along the proposed Amherst Drive extension.
Other	<ul style="list-style-type: none"> • Questions regarding timing of development and construction in the Secondary Plan Area. • Questions regarding the proposed Umicore development and employment and labour implications. • Interest in the attraction of medical practitioners to Loyalist Township and expansion of emergency and social services in the area to service the Secondary Plan Study Area and surrounding community.

4 Next Steps

The next steps in the Amherstview West Secondary Plan process will include preparation of the Final Draft Secondary Plan, Official Plan Amendment, Zoning By-law Amendment, Urban Design Guidelines, and MCEA Master Plan Environmental Study Report based on input provided by Township staff, Technical Advisory Committee, Coordinating Committee, the Secondary Plan Study Area landowners, and the public through feedback received at the third Public Open House held on July 31, 2024.

The Final Draft Secondary Plan documents are anticipated to be published and presented at a Statutory Public Meeting as required under the Planning Act this Fall 2024. This Statutory Public Meeting will provide the final formal opportunity for external groups and organizations and members of the public to provide written or oral submissions on the Secondary Plan documents.

The Township would like to thank all of the community members who attended the Public Open House.

For more information on the Amherstview West Secondary Plan, please visit the project website at <https://www.loyalist.ca/amherstviewwest>.

Questions and concerns can be directed to secondaryplan@loyalist.ca.

Appendix

A

Public Open House #3
Presentation



Amherstview West Secondary Plan

Public Open House #3 – Draft Secondary Plan
July 31, 2024

Presenters

Bohdan Wynnyckyj, RPP

Chief Planner – Special Projects, Loyalist Township

Jill MacDonald, MCIP, RPP

Consultant Senior Planner, WSP

Nadia De Santi, MCIP, RPP

Consultant Project Manager, WSP





Today's Agenda

1. Welcome / Opening Remarks
2. Presentation by Project Team
 - a. Project Process and Updates
 - b. Draft Amherstview West Secondary Plan (AWSP)
 - c. Draft OPA/ZBLA
 - d. Draft Urban Design Guidelines
 - e. Future Development Area Evaluation of Options
 - f. Municipal Class Environmental Assessment (MCEA)
3. Next Steps and Conclusion



**Amherstview West
Secondary Plan**



Project Process

PARALLEL PROCESS – INTEGRATED STUDY APPROACH

Secondary Plan Process

- Complete background studies and Background Analysis Report
- Committee Meetings #1

- Develop Land Use Concept Plan Options
- Committee Meetings #2
- Select Preferred Land Use Concept Plan
- Committee Meetings #3

- Prepare Urban Design Standards
- Prepare Draft Secondary Plan
- Committee Meetings #4
- Prepare Revised Draft Secondary Plan/OPA

- Prepare Draft ZBLA
- Final Draft Secondary Plan / OPA and ZBLA
- Council Adoption of OPA and ZBLA (20-day appeal period)

PHASE 2: Public Engagement Program (ongoing over duration of project) Point of public engagement

PHASE 1

2021 - 2022



- Online Visioning Workshop and Community Survey
- Notice of Study Commencement

PHASE 3

2022 - 2023



- Online Public Open House #1
- Public Open House #2

PHASE 4

2023 - 2024



- Community Design Workshop

PHASE 5

Summer - Fall 2024

- Public Open House #3
- Statutory Public Meeting
- Notice of Completion

MCEA Process

- Complete background studies

- Develop Problem / Opportunity Statements (MCEA Phase 1)
- Develop and Evaluate Alternative Solutions

- Confirm Preferred Solutions (MCEA Phase 2)
- Develop and Evaluate Preferred Designs

- Finalize Preferred Design
- Complete Master Plan
- 30-day public review period

We are Here!



Project Updates Community Engagement

- **Public Open House #2 – June 2023**
 - To provide a project update to the community and present the draft evaluation of options and draft Preferred Option.
- **Community Design Workshop – September 2023**
 - Obtain input and ideas from the community on:
 - Visioning for a future main street (i.e., extension of Amherst Drive) in Amherstview West, to support the development of the Draft Urban Design Guidelines.
 - Development of draft high-level concepts for the Future Development Area.





Project Updates Community Engagement

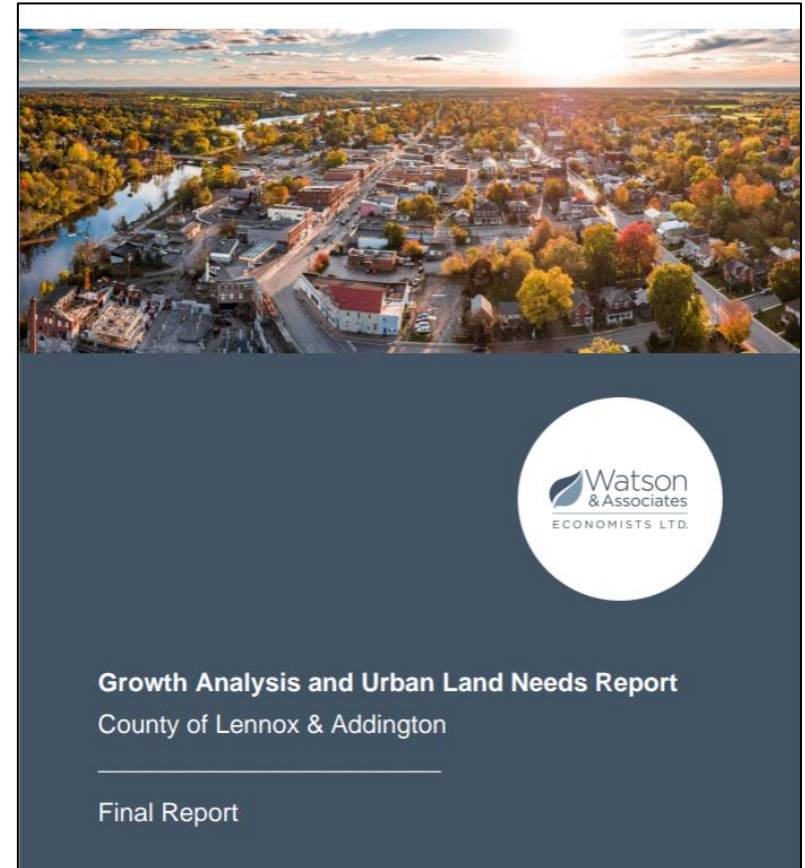
- **What We Heard**
 - Support for a **range of residential use and typologies**, as well as **additional commercial uses** in Amherstview.
 - Concerns related to potential run-off impacts to existing residential areas due to future development in the Secondary Plan Area and **potential traffic congestion along County Road 6**.
 - General support for the **main street** in Amherstview to have a **‘quaint, old-fashioned village’ character** in keeping with the natural surrounding environment.
 - Suggestions for **additional road access into Secondary Plan Area** to ease traffic circulation / considerations for school traffic.





Project Updates County Growth Study

- **County Growth Study (September 2023)**
 - County of Lennox & Addington has initiated their Official Plan Review.
 - Summary and implications for AWSP:
 - Amherstview is anticipated to have a small residential housing deficit of about 7 gross hectares, or 92 units within the planning horizon to 2046.
 - Watson recommended that the additional 7 gross hectares be accommodated in Amherstview West.
 - Residential growth analysis revised – an additional 5.25 net hectares of residential land added; 92 units.
 - No changes to the commercial employment forecasts for Amherstview West as a result of the County Growth Study.





Amherstview West Secondary Plan and MCEA
Public Open House #3 – July 31, 2024



Draft Secondary Plan July 2024





Draft Secondary Plan Vision & Guiding Principles

Draft Vision Statement

Amherstview West celebrates its distinctive and scenic location along Lake Ontario and proximity to Parrott's Bay Conservation Area.

As an extension of the greater Amherstview community, Amherstview West will grow and develop as a distinct, family-oriented and climate change resilient area with a quaint “small town” feel, providing a balance and excellent quality of life for residents and a peaceful and natural environment to live, grow, and visit.

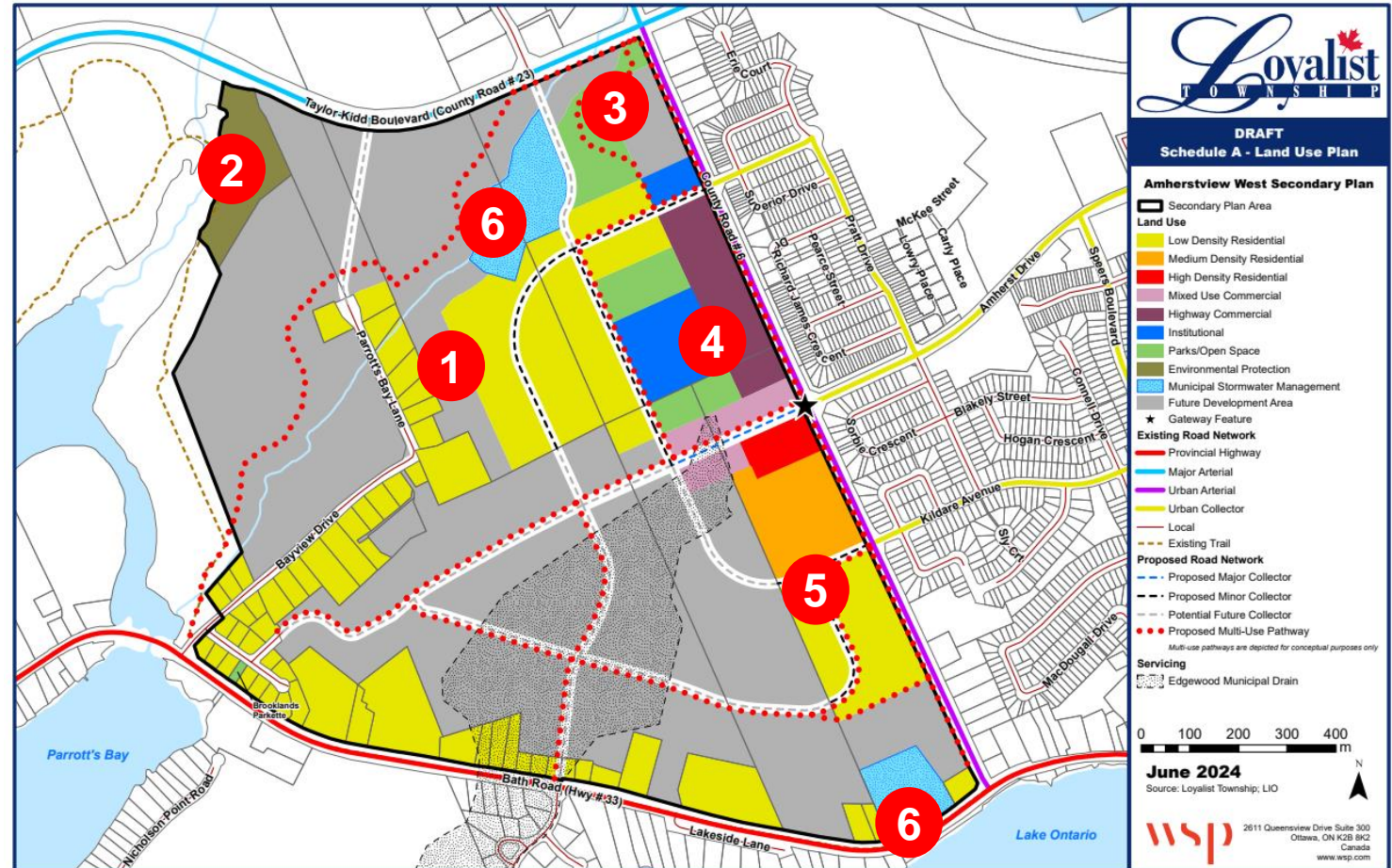
Guiding Principles

1. Accommodate urban development in a westerly direction in Amherstview as directed by the Township OP;
2. Recognize existing residential neighbourhoods and ensure their protection from incompatible future development or redevelopment is complementary and sustainable to the area;
3. Ensure that future residential and commercial development in Amherstview West is planned in an orderly, environmentally protective, and efficient manner;
4. Strengthen Amherstview's commercial base and enhance opportunities for new amenities and economic development in Amherstview West;
5. Respect the existing character of Amherstview West and ensure the preservation and protection of provincially significant natural features, and other important natural features;
6. Land use designations, planning, and development will consider impacts on health and wellbeing, especially for vulnerable populations;
7. Provide appropriate transportation connections that facilitate a pedestrian-oriented, active and vehicular transportation network within the Secondary Plan Area and to the surrounding communities;
8. Introduce Urban Design Guidelines related to access and circulation, built form, open space and amenities that include tree and shade coverage, site sustainability and climate change will also be included to guide future development in the Secondary Plan Area;
9. Provide a framework for implementation of the Secondary Plan; and
10. High-level direction for the Future Development Area, including a considered conceptual road network for potential future implementation.



Draft Secondary Plan Land Use Plan

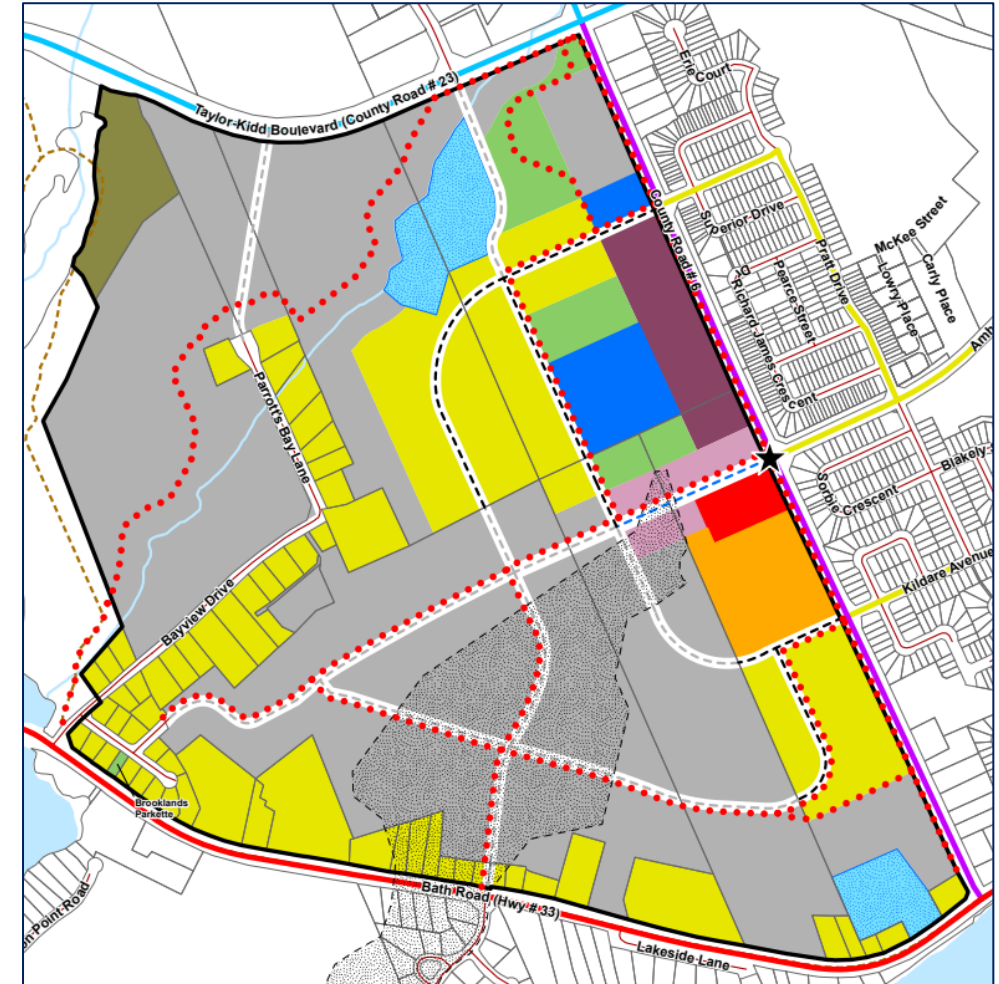
- 1 Additional 7 gross hectares of residential land added as recommended by County Growth Study
- 2 Environmental Protection – lands owned by Cataraqui Region Conservation Authority
- 3 Parks/Open Space blocks reconfigured per input from Township Parks and Recreation
- 4 School block area increased as directed by local school board
- 5 Low Density Residential land shifted east to abut County Road 6
- 6 Conceptual Municipal Stormwater Management Ponds





Draft Secondary Plan Land Use Designations

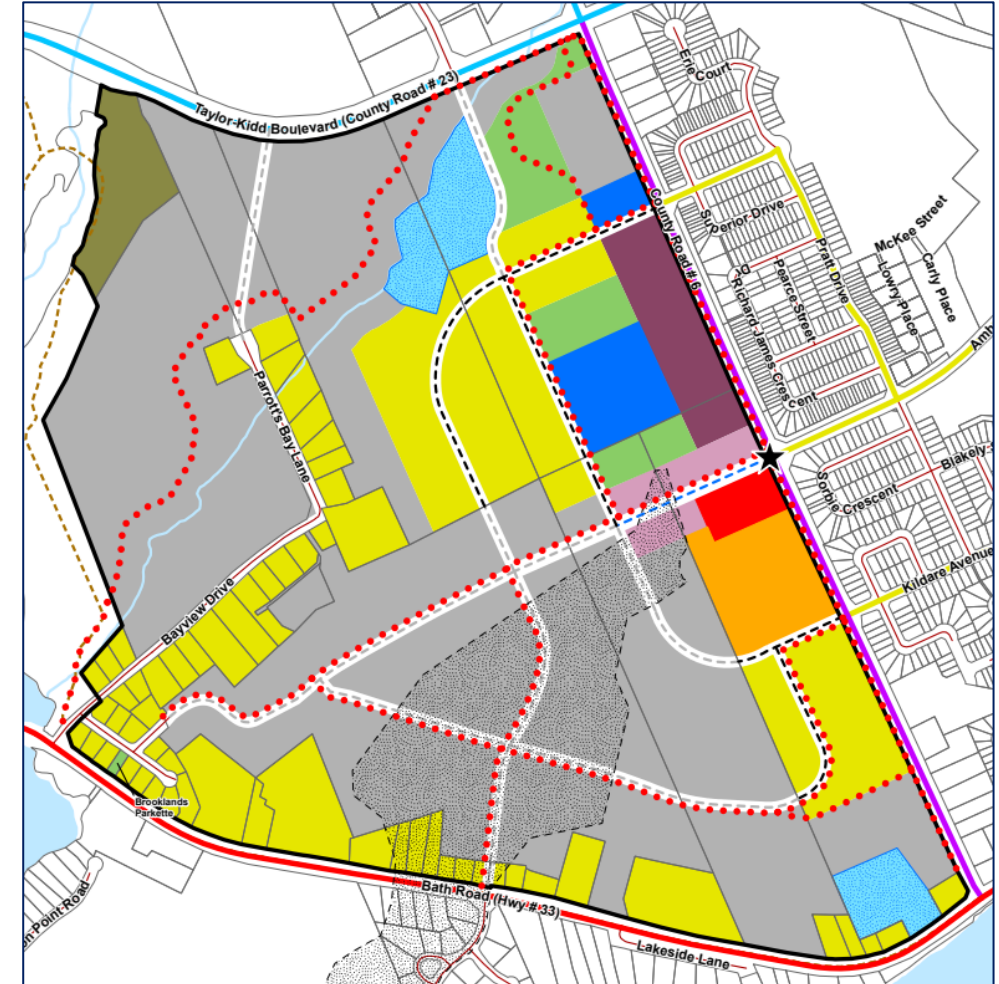
Land Use Designation (Applicable to Secondary Plan Area)	Permitted Uses (Land Use Designations)	Notes
Low Density Residential	<ul style="list-style-type: none"> Single-detached dwellings Semi-detached dwellings Street townhouse dwellings (2 storeys or less) Duplexes Accessory uses 	<p>Street townhouse dwelling are subject to a Zoning By-law Amendment, as well as specific policies.</p> <p>Will also apply to existing residential properties in the Secondary Plan Area.</p>
Medium Density Residential	<ul style="list-style-type: none"> Triplexes Quadruplexes Maisonettes Row / cluster housing Street townhouses Converted single-detached dwellings Low-rise apartment dwellings (4 storeys or less) Other forms of multiple unit housing 	<p>“Multiple unit housing” includes townhomes, including stacked townhomes.</p>
High Density Residential	<ul style="list-style-type: none"> Apartment dwellings Stacked townhouse dwellings <p>Permitted uses within the Medium Density Residential Designation, excepting street townhouses</p>	<p>Minimum building height: 5 storeys</p> <p>Maximum building height: 8 storeys</p>





Draft Secondary Plan Land Use Designations

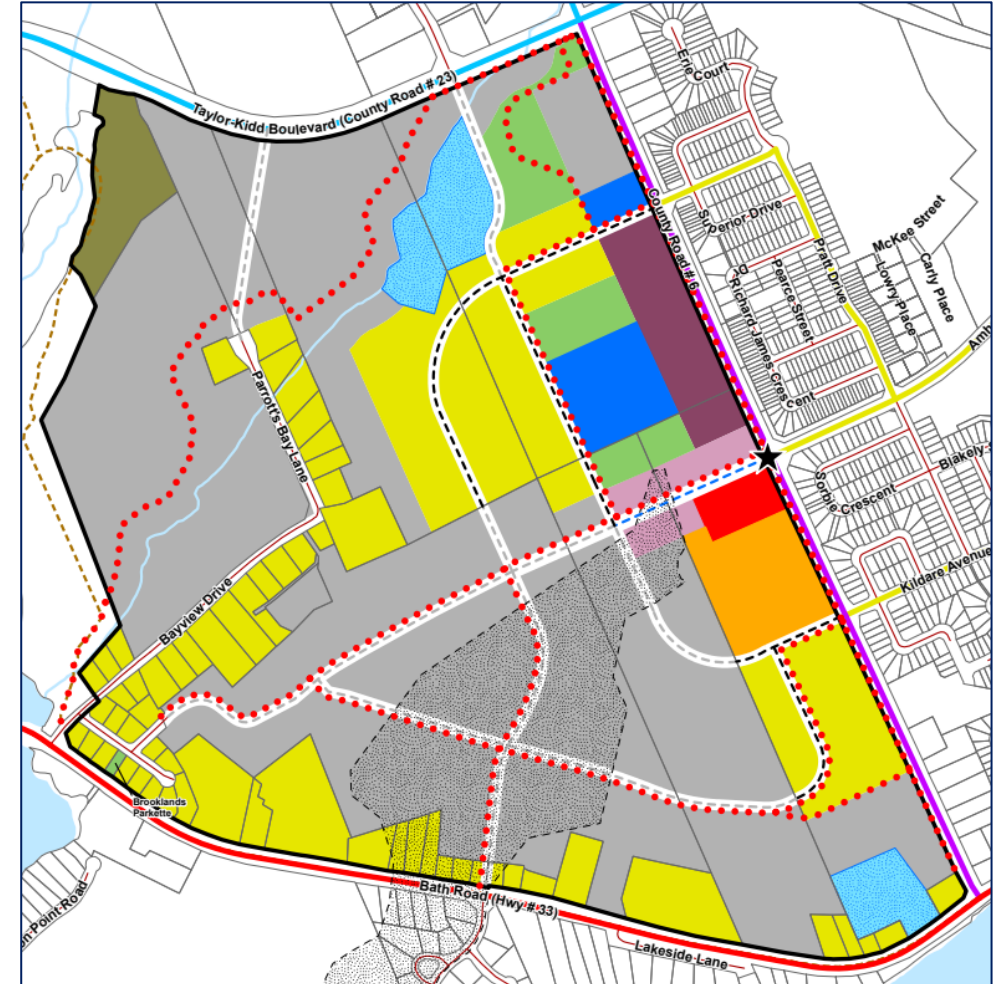
Land Use Designation (Applicable to Secondary Plan Area)	Permitted Uses (Land Use Designations)	Notes
Mixed Use Commercial	<p>Non-residential uses:</p> <p>Small-scale commercial uses</p> <p>Community facilities on the ground floor of a mixed-use development</p> <p>Residential uses:</p> <p>Dwellings in the upper storeys of a building</p>	New designation not currently in the Township Official Plan.
Highway Commercial	<p>Full range of commercial uses</p> <p>Residential uses not permitted.</p>	Will apply to lands along County Road 6, north of Walden Pond Drive extension.





Draft Secondary Plan Land Use Designations

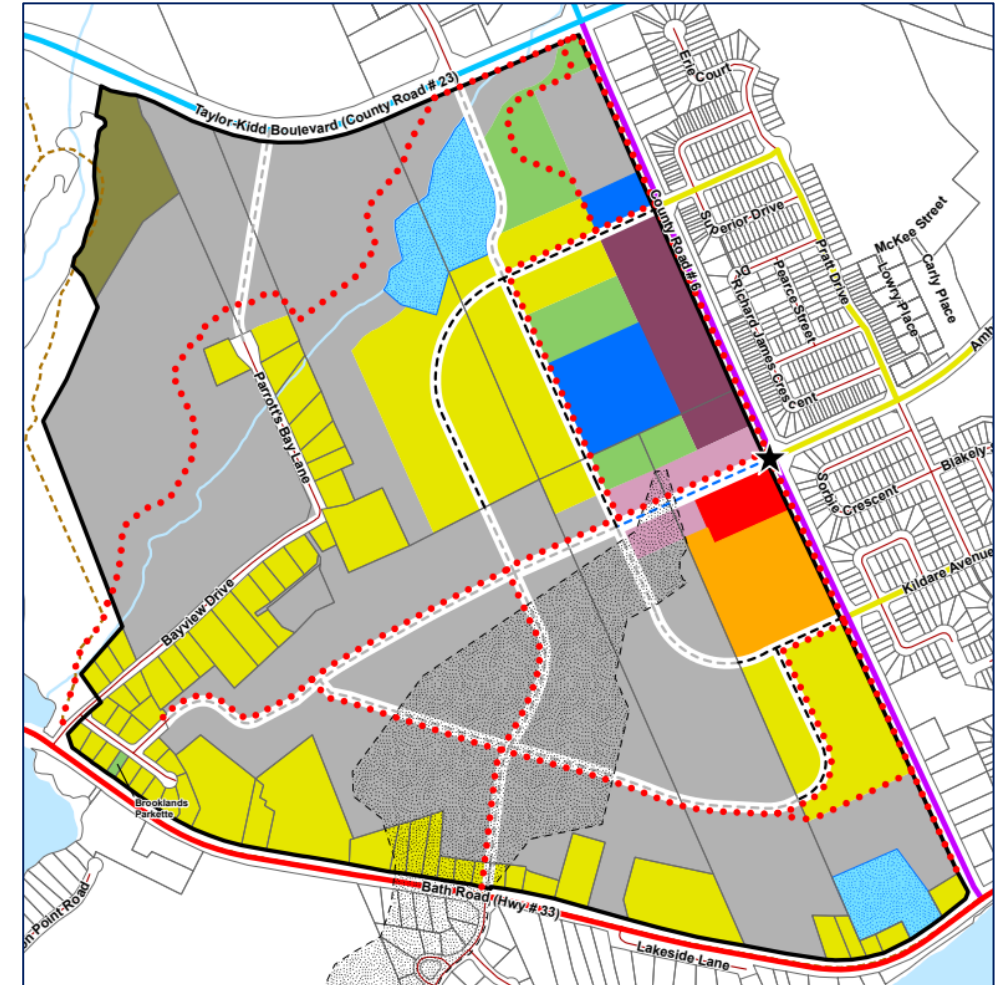
Land Use Designation (Applicable to Secondary Plan Area)	Permitted Uses (Land Use Designations)	Notes
Institutional	<ul style="list-style-type: none"> Planned community facilities Schools Daycares Places of worship Places of assembly Firehalls 	Land allocated for future elementary school.
Parks / Open Space	<ul style="list-style-type: none"> Public parks Community facilities Cultural facilities Recreational facilities 	Township will be working on an updated Parks and Recreation Master Plan in 2024.





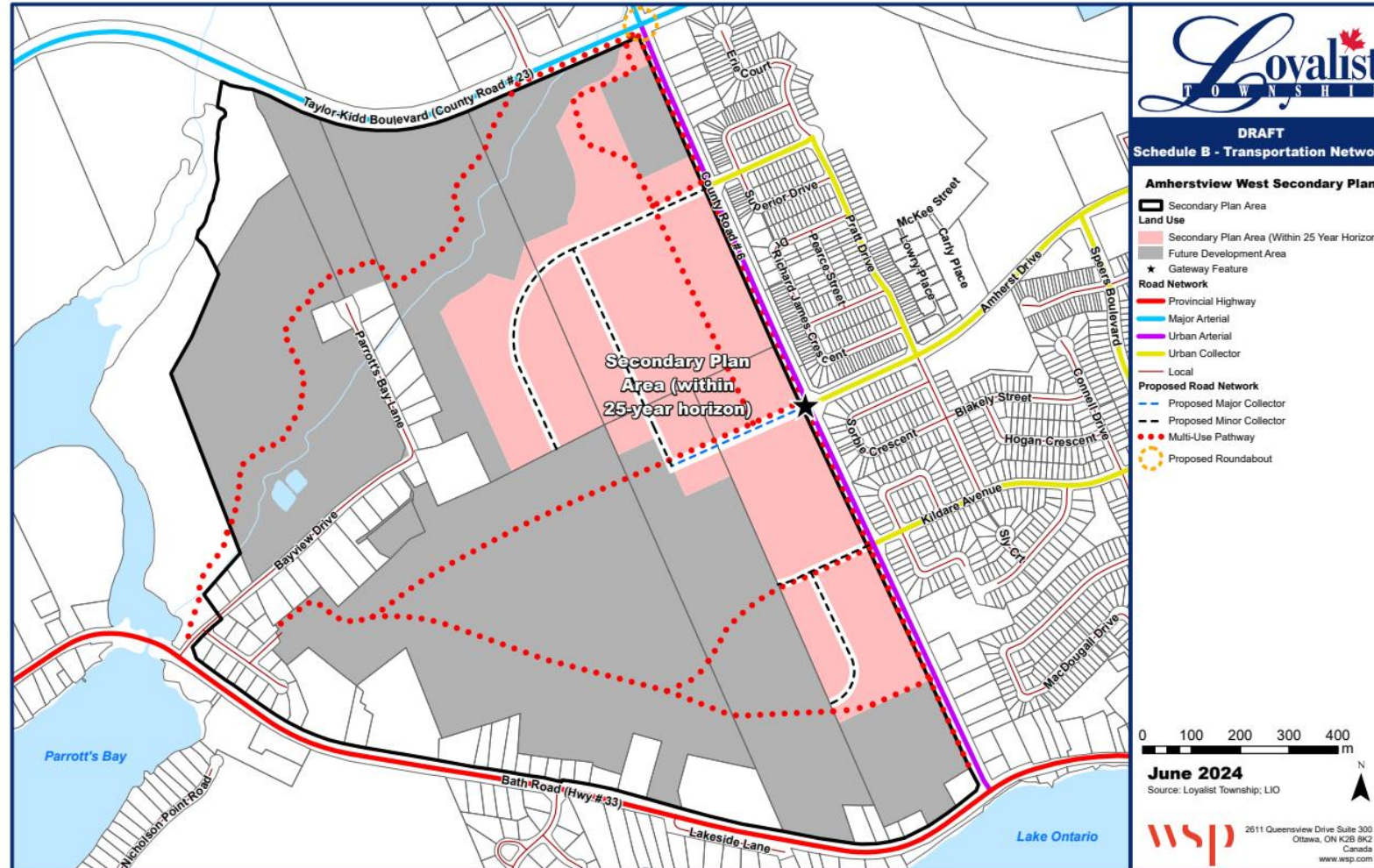
Draft Secondary Plan Land Use Designations

Land Use Designation (Applicable to Secondary Plan Area)	Permitted Uses (Land Use Designations)	Notes
Environmental Protection	Uses that promote environmental preservation and conservation Passive outdoor recreation	Applies to lands owned by CRCA as per Township Official Plan Environmental Protection policies (Township OP, Section 5.2.2).
Environmentally Sensitive Areas Overlay	Permitted uses in parent land use designation.	Applies to lands that are within 120 m of significant wetlands (Parrott's Bay Provincially Significant Wetland), significant woodlands, unevaluated wetlands (Township OP, Section 5.2.3). Triggers need for an Environmental Impact Study.
Regulated Area – Natural Hazards Overlay	Development shall generally be directed away from lands within this Overlay.	May require submission of Slope Stability Report, Geotechnical Report, Flood Plain Analysis, etc.
Future Development Area	Existing uses as of time of adoption of the Secondary Plan.	Requires an amendment to the Township Official Plan and Secondary Plan to proceed with future development.



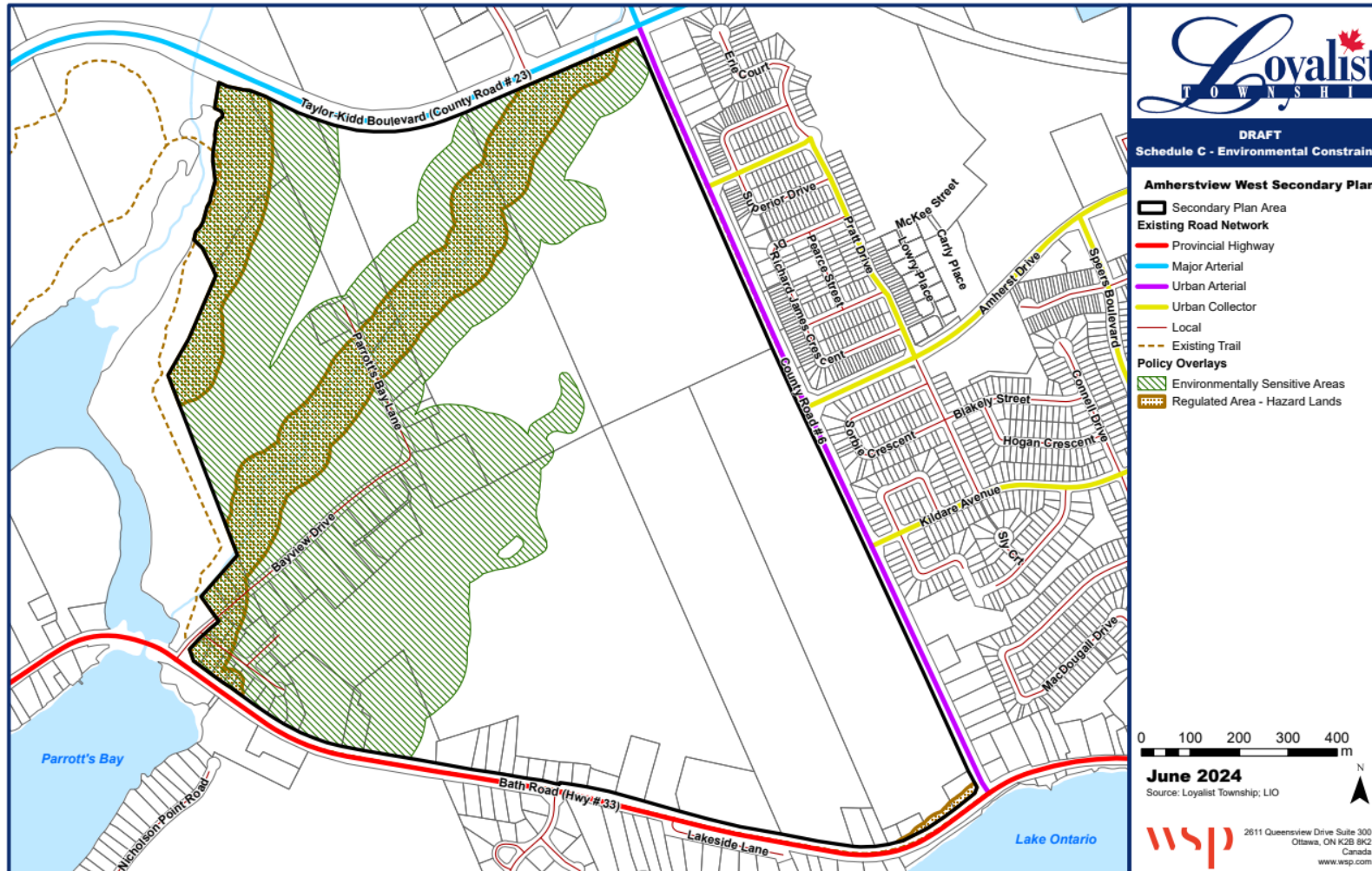


Draft Secondary Plan Transportation Network





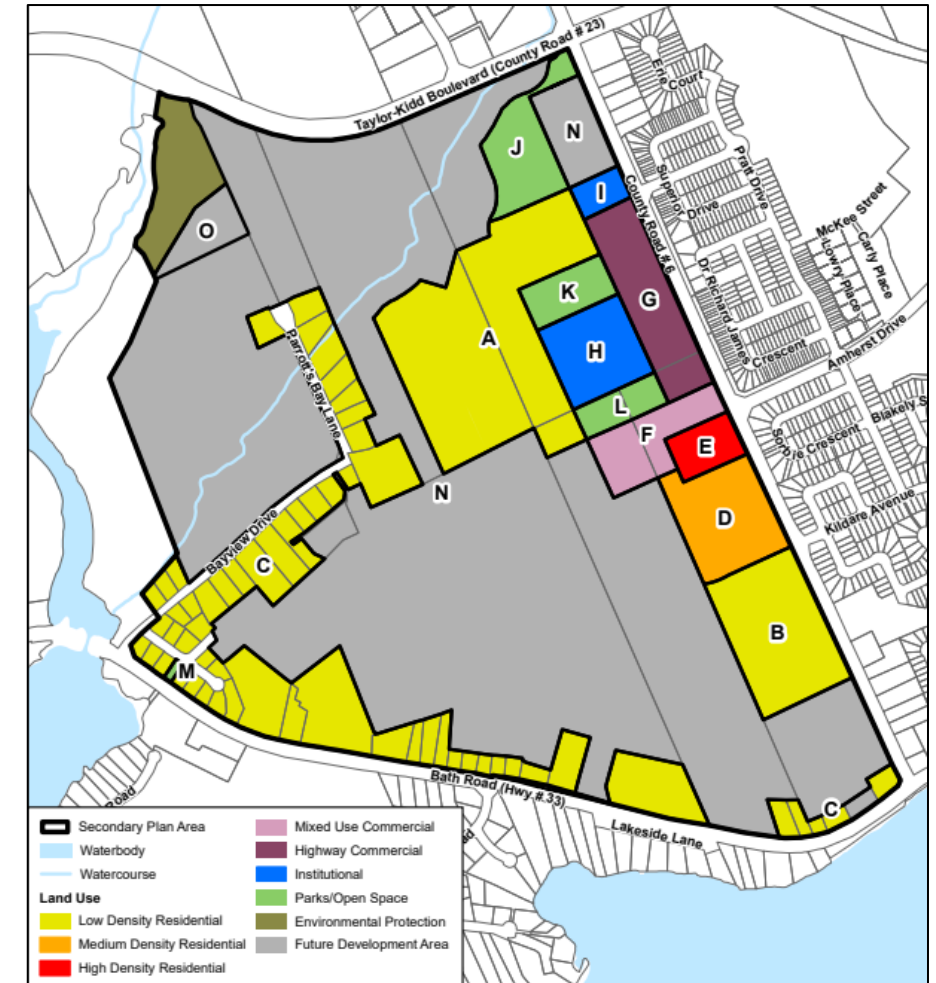
Draft Secondary Plan Environmental Constraints





Draft Official Plan Amendment

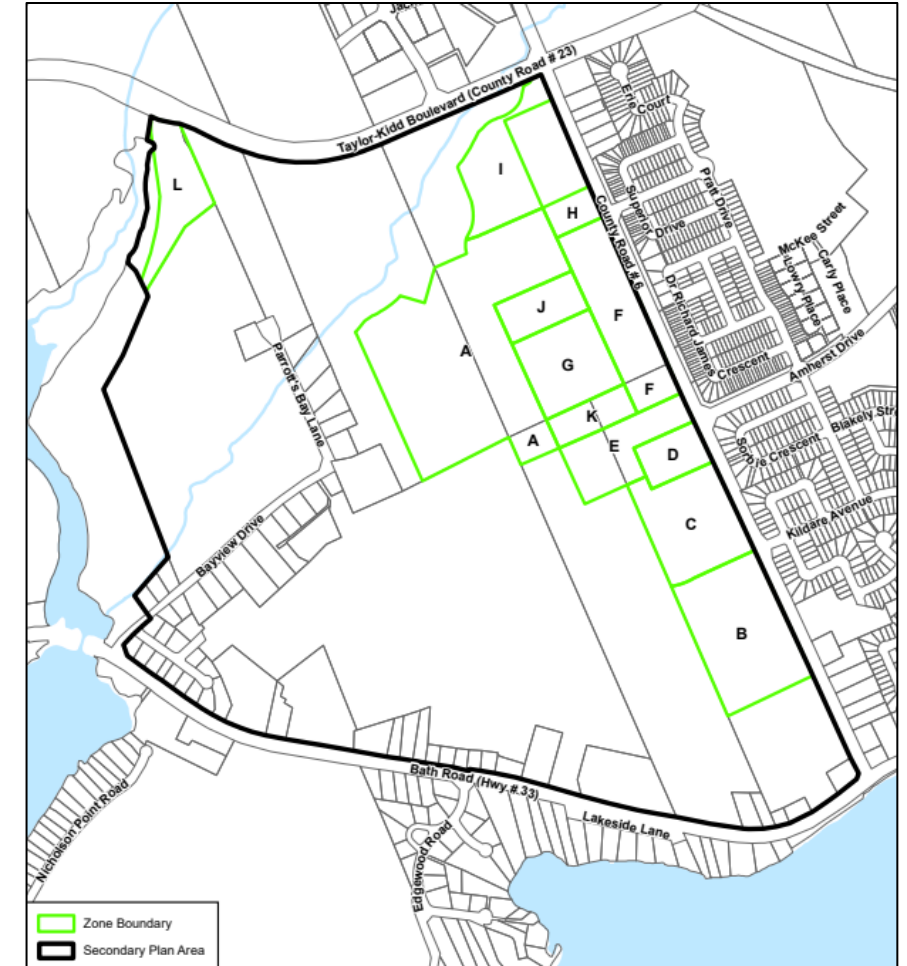
- The Secondary Plan will be implemented through an **Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBLA)**.
- The OPA will adopt the policies of the Secondary Plan under the Township's Official Plan:
 - New Section 5.7.2.4 Amherstview West (Secondary Plan policies)
 - Amend Sections 5.7.5.1 and 5.7.6.1 to add references to Amherstview West.
 - Amend existing Schedules:
 - Schedule C – Land Use Plan: Amherstview – Parrott's Bay
 - Schedule C1 – Environmental Overlay: Amherstview – Parrott's Bay
 - Schedule G – Transportation Plan
 - Schedule I – Trail Network; and
 - Schedules F, J, K to show the future road network in Amherstview West.
- Secondary Plan policies shall prevail over the policies in the parent Loyalist Township Official Plan in the event of a conflict.





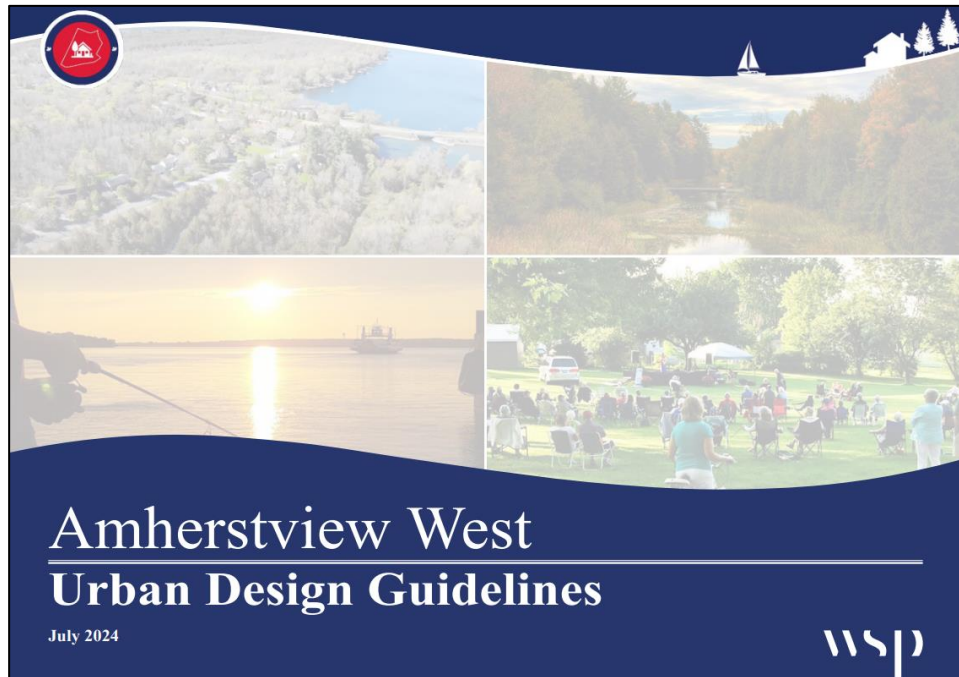
Draft Zoning By-law Amendment

- Draft Zoning By-law Amendment (ZBLA)
Highlights:
 - **New Residential Exception Zones (i.e., R4-XX, R5-XX, R6-XX).**
 - **Changes from parent zone shown in bold in Draft ZBLA.**
 - **New Mixed Use Commercial Zone (C7)** to implement the new Mixed Use Commercial land use designation.
- The Township Official Plan and Zoning By-law Schedules are proposed to be modified to reflect the proposed land uses, features, and zoning for Amherstview West.





Draft Urban Design Guidelines



- Developed throughout the process to date and input from the Community Workshop.
- Draft UDG will be an additional tool to implement the vision of the Secondary Plan.
- Future planning applications for lands in the Secondary Plan Area should be required to demonstrate how they meet the direction in the UDG.

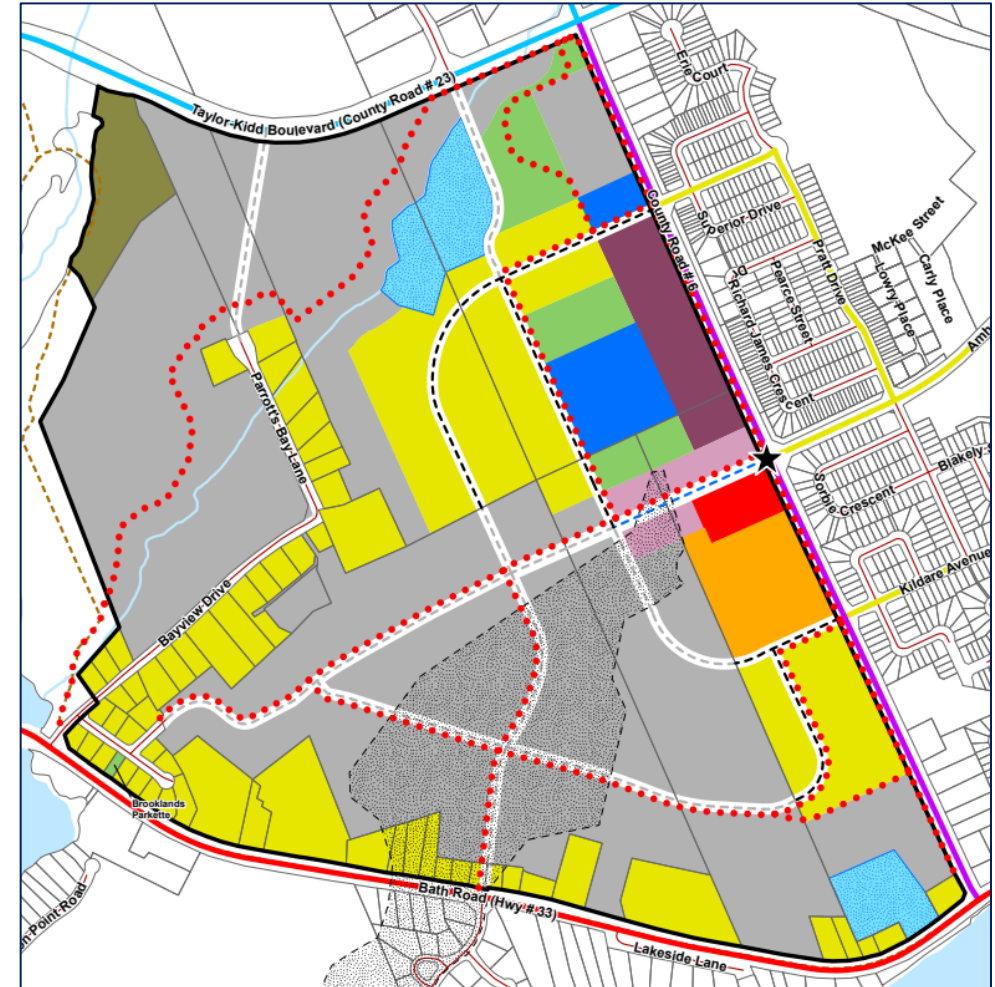


Future Development Area Evaluation of Options

Draft Secondary Plan, Section 5.3 – Implementation and Phasing

Should lands within the Future Development Area designation be required for development within the Secondary Plan planning horizon due to growth needs in Amherstview West, development may be permitted subject to an Official Plan Amendment and required studies

- Conceptual options for the Future Development Area (FDA) were explored at the Community Workshop.
- Only Future Collector roads are included on the Draft Secondary Plan Schedules.
- A Future Development Area Evaluation Memo has been completed.





Municipal Class Environmental Assessment (MCEA)

- The MCEA is a standardized planning process for municipal infrastructure projects, approved under the Ontario Environmental Assessment Act.
- Environmental Assessments consider the whole “environment” – not just the natural environment.
- Consideration is given to economic, social, cultural and natural factors.
- Administered by Ontario Ministry of Environment, Conservation and Parks (MECP).
- The Secondary Plan process has been integrated with the MCEA process for a Master Plan to allow for an integrated and coordinated approach to addressing land use, servicing, transportation, and environmental considerations.



Site Photo (WSP, 2021)

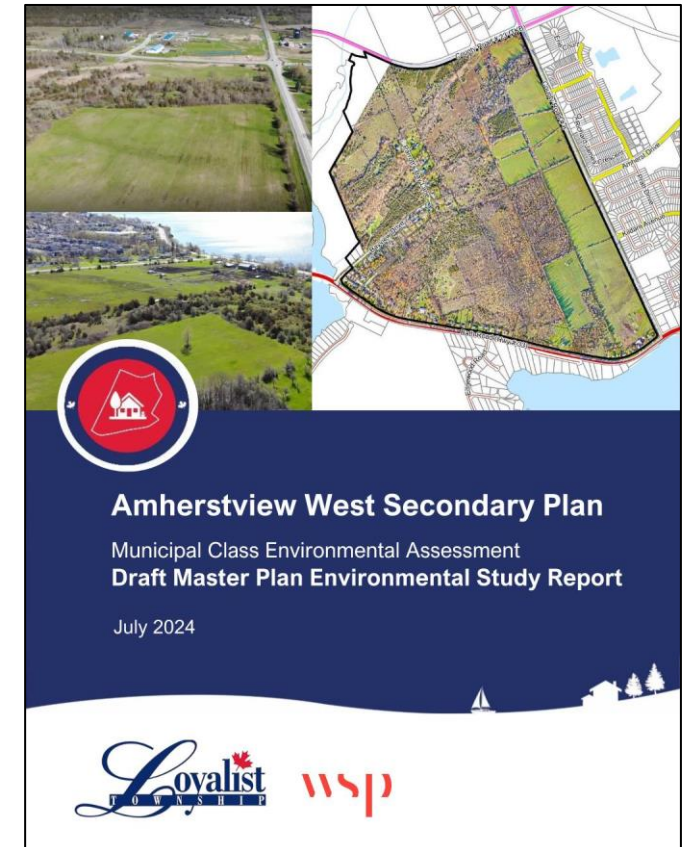


MCEA Draft Master Plan Environmental Study Report

The Draft MCEA Master Plan Environmental Study Report (ESR) has been prepared, which includes:

- Overview of the MCEA process and Master Plan approach;
- Problem/Opportunity Statement;
- Secondary Plan Area existing conditions;
- Identification and evaluation of alternatives;
- Recommended servicing strategy;
- Summary of consultation with Indigenous communities and external agencies;
- Commitments, mitigation, and monitoring; and
- Conclusion.

Following adoption of the Secondary Plan by Council, the ESR will be posted for 30-day review and the Notice of Completion will be posted.





Next Steps

- **Statutory Public Meeting** – Presentation of Final Secondary Plan, Official Plan Amendment, Zoning By-law Amendment, Final Urban Design Guidelines – 2024.
- **Council Adoption** of Secondary Plan, Official Plan Amendment, Zoning By-law Amendment – 2024.
- Combined **Notice of Decision** and **MCEA Notice of Completion** issued.
- 20-day appeal period following Council adoption.
- 30-day public review period following issuance of MCEA Notice of Completion.



**Amherstview West
Secondary Plan**

You are invited to submit your written comments to secondaryplan@loyalist.ca by
end of day, August 8, 2024



Thank you for your participation throughout this project!

Questions? Comments?

Visit the project website for updates:

<https://www.loyalist.ca/en/business-and-development/amherstview-west-secondary-plan.aspx>



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Chief Planner – Special Projects
Loyalist Township
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