



The Corporation of the Town of Milton

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: January 27, 2025

Report No: DS-006-25

Subject: Technical Report: General Housekeeping Amendments to Comprehensive Zoning By-law 016-2014, as amended. (Town File: HKA-03/24)

Recommendation: **THAT** Staff Report DS-006-25 outlining the Town initiated housekeeping amendments to Comprehensive Zoning By-law 016-2014, as amended, **BE APPROVED**;

AND THAT staff be authorized to bring forward an amending Zoning By-law in accordance with the draft By-law Attached as Appendix 1 to Report DS-006-25 for Council adoption.

EXECUTIVE SUMMARY

The purpose of this housekeeping amendment is to amend various parts of the Town's Urban Zoning By-law (By-law 016-2014, as amended, respectively) for the purpose of updating, clarifying and correcting various provisions and regulations within the by-law.

The proposed Zoning By-law amendments relate to various sections of the by-law including Section 3 (Definitions), Section 4 (General Provisions), Section 5 (Parking), Section 6 (Residential Zones), Section 7 (Commercial Zones), and Section 12 (Future Development Zone). No site specific amendments for specific properties are proposed.

Conclusions and Recommendations

All internal Town of Milton departments and responding external agencies have provided correspondence to Town Planning Staff indicating that they had no concerns with the amendments as currently presented. Staff is satisfied that the proposed housekeeping amendment conforms to Provincial, Regional and Town planning policies, and aligns with current best practices. Therefore, staff recommends approval of the proposed Zoning By-law Amendment as presented through this report.

REPORT

Background

Location: Town-wide Urban Area.

Proposal: The purpose of this housekeeping amendment is to amend various parts of the Town's Urban Zoning By-law (By-law 016-2014, as amended, respectively) for the purpose of updating, clarifying and correcting various provisions and regulations within the by-law.

Planning Policy:

The Town of Milton Urban Area is intended to be the focus of urban development in Milton. It encompasses a full range of residential, commercial, employment, institutional and open space land uses. The Planning Act requires that all municipal Zoning By-laws conform to provincial plans and applicable official plans.

Staff has drafted and reviewed the proposed Housekeeping Zoning By-law Amendment and is of the opinion that the housekeeping amendment conforms to Provincial Policy, the Halton Region Official Plan and the Town of Milton Official Plan.

Zoning By-law 016-2014, as amended

The Town currently has two Comprehensive Zoning By-laws that regulate land use and development within the Town. Urban Area By-law 016-2014 and Rural Area Zoning By-law 144-2003 as amended. Currently, there are no comprehensive reviews of these by-laws being undertaken.

In order to ensure that the by-laws are as accurate and up-to-date as possible, staff monitors these by-laws regularly and proposes amendments for Council's consideration from time to time, to improve, clarify and update existing regulations with the by-laws. The subject housekeeping amendment only proposes revisions to the Town's Urban Zoning By-law 016-2014.

Proposed Amendments

The purpose of this housekeeping amendment is to amend various parts of the Town's Urban Zoning By-law (By-law 016-2014, as amended). No amendments to the Town's Rural Zoning By-law are proposed.

Background

The proposed Zoning By-law Amendments relate to various sections of the by-law including Section 3 (Definitions), Section 4 (General Provisions), Section 5 (Parking), Section 6 (Residential Zones), Section 7 (Commercial Zones), and Section 12 (Future Development Zone). No site specific amendments for specific properties are proposed.

The proposed modifications are summarized below:

To revise the following:

- The definitions of Motor Vehicle Body Shop, Motor Vehicle Dealership, Motor Vehicle Rental Agency, Motor Vehicle Repair Garage, and Motor Vehicle Washing Establishment;
- The minimum parking spaces requirements for parking in the Major Transit Station Area;
- The minimum resident parking and visitor parking rates for apartment buildings;
- The minimum parking requirements for short-term rentals;
- The provisions related to drive through facilities in the Urban Growth Centre/ Major Transit Station Area; and
- The provisions of the Future Development (FD) zone.

To add the following:

- To add amenity space requirements to the Residential/Office (RO) Zone; and
- To permit the encroachment of electric vehicle chargers into parking stalls.

An outline of the proposed Zoning By-law amendments and rationale for each change can be found in Appendix 1. A copy of the Zoning By-law Amendment can be found in Appendix 2.

Discussion

Provincial Policy Statement

On August 20, 2024, the Province of Ontario released the new Provincial Planning Statement (2024) ('PPS') and announced that the PPS would come into effect on October 20, 2024. The new PPS replaces the Provincial Policy Statement, 2020, as well as A Place of Growth: Growth Plan for the Greater Golden Horseshoe and consolidates both of these previous land use policy documents into one PPS.

Discussion

Halton Region Official Plan

As of July 1, 2024, Halton Region has become an upper-tier municipality without planning responsibilities, however the Halton Region Official Plan ('ROP') remains in-effect and the local municipalities are responsible for administering the plan until such time that it is revoked or amended by the respective municipality.

The subject lands are designated Urban Area on Map 1: Regional Structure of the Halton Region Official Plan. All development is subject to the policies of the ROP. Section 76 of the ROP states that the permitted uses in the Urban Area are to be in accordance with a Local Official Plan and Zoning By-law.

Town of Milton Official Plan

The Town of Milton Urban Area is intended to be the focus of urban development in Milton. It encompasses a full range of residential, commercial, employment, institutional and open space land uses. The Planning Act requires that all municipal Zoning By-laws conform to provincial plans and applicable official plans.

Staff has drafted and reviewed the proposed Zoning By-law Amendment and is of the opinion that the housekeeping amendment conforms to Provincial Policy, the Halton Region Official Plan and the Town of Milton Official Plan.

Public Consultation and Review Process

A Statutory Public meeting was held on December 9, 2024. Notice for the statutory public was provided pursuant to the requirements of the Planning Act and the Town of Milton Official Plan through a public notice on the Town's website on November 18, 2024. The proposed housekeeping amendments were circulated to internal and external agencies on November 18, 2024 and no internal or external agencies had concerns with the amendments.

Staff did not receive any written or oral comments from the public on the proposed amendments. At the statutory public meeting, some Council members had clarification questions and expressed concerns regarding the reduction to the parking rates.

Since the statutory public meeting, minor modifications to the draft Zoning By-law provisions have been made based on further review and internal discussions with staff.

Issue of Concern -Parking

The housekeeping amendment proposes the following changes to existing parking rates in the Town's Urban Zoning By-law:

Discussion

Item No. 2: Parking in the Major Transit Station Area

As a result of recent changes to the Planning Act, the Town can no longer require minimum parking rates within the Major Transit Station Area.

The proposed Zoning By-law amendment would remove the minimum parking rates in the Major Transit Station Area in accordance with the Planning Act. Where parking spaces are provided however, this amendment would require that a proportion of the provided parking spaces be designated for accessible parking spaces, visitor parking spaces, and EV parking spaces.

Item No. 3: Parking for Apartment Buildings and Visitor Parking

The Zoning By-law currently requires apartment buildings to provide 1.5 resident parking spaces per unit and 0.25 visitor parking spaces per unit. The proposed housekeeping amendment would reduce the minimum required parking spaces to 1.0 resident parking spaces per unit and 0.25 visitor parking spaces per unit.

This amendment is being sought to align the apartment building resident parking rate and visitor parking rate with the parking rates approved by Council for multiple apartment building developments within the Town of Milton and with current best practices.

The Town has approved multiple apartment building developments, which have reduced the parking rate outside of the Major Transit Station Area to a similar parking rate. Each of these previously approved site specific Zoning By-law Amendments were accompanied by detailed transportation impact and parking justification studies which demonstrated that this parking rate was appropriate for the proposed development and for the Town of Milton. Additionally, on many occasions these transportation impact and parking justification studies were peer reviewed by third party consultants on behalf of the Town.

Item No. 7: Parking for Short Term Rentals

The proposed Zoning By-law Amendment would clarify that an additional parking space is not required for a short-term rental that occupies the entirety of a dwelling unit. The amendment would still require that an additional parking space be provided where a short term rental only occupies a portion of the dwelling unit, such as one bedroom within the dwelling unit.

Discussion

At the Statutory Public Meeting, Milton Council had questions about the impact of the proposed housekeeping amendments on existing parking issues in the Town. In particular, Council highlighted that the Town has approved a Transitional Neighbourhood Parking Strategy which would establish a one year pilot program to permit overnight permit parking

Discussion

within designated municipal parks throughout the community, as an opportunity to assist with on-street parking needs in the community.

Planning staff note that the neighbourhood parking strategy is primarily aimed at addressing on-street parking related issues. The staff report CORS-028-24 states that the pilot program is a transitional program and longer-term recommendations will be developed through the Milton Transit Five-Year Service Plan and Master Plan Update and the Milton Transportation Master Plan.

Through the evaluation of apartment building development applications, Town staff review the proposed parking rates to ensure that sufficient parking is provided on private property to accommodate the proposed development. The minimum parking rates are evaluated based on a variety of factors including, on-site surveys which observe the parking demand of existing apartment buildings. The Town ensures that a variety of proxy sites are surveyed within the Town of Milton, and outside of the Town of Milton with a similar site context.

Furthermore, Council has on multiple occasions approved site specific Zoning By-law amendments to permit parking rates similar to what is being proposed. The subject housekeeping amendment is in keeping with these site specific amendments. Each of these developments also provided transportation impact and parking justification studies which demonstrated that the parking rates proposed were appropriate. Lastly, staff note that many of the transportation impact and parking justification studies have been peer reviewed by a third party external consultant on behalf of the Town.

Lastly, Town of Milton Transportation Planning staff have reviewed the proposed parking reductions and are supportive of the modifications to the Zoning By-law. In particular, Transportation Planning staff have noted that the reduction to the apartment building parking rates are in line with the parking rate reductions supported for multiple Zoning By-law Amendment applications within the Town of Milton and in adjacent municipalities. These previous Zoning By-law amendments have been supported through detailed transportation impact and parking justification studies reviewed by the Town and additionally through an external peer reviewer retained by the Town.

Conclusion and Recommendation

Town Planning Staff are satisfied that the proposed housekeeping amendments conform to Provincial, Regional and Town planning policies, and align with current best practices. Therefore, staff recommends approval of the proposed Zoning By-law Amendment as presented through this report.



Financial Impact

None arising from this report.

Respectfully submitted,

Jill Hogan
Commissioner, Development Services

For questions, please contact: Natalie Stopar, Senior Planner Phone: Ext. 2297

Attachments

Appendix 1 -Proposed Housekeeping Amendments and Rationale

Appendix 2 -Draft Zoning By-law Amendment

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.