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UCC File No. 23171

May 23, 2025

Town of West Lincoln
318 Canborough Street
Box 400
Smithville, ON L0R 2A0

Attn: Stephanie Pouliot – Secretary Treasurer – Committee of Adjustment (Sent via email to spouliot@westlincoln.ca)

**RE: Smithville Land Swap
Cover Letter & Planning Brief – Consent and Boundary Adjustment Applications**

Upper Canada Consultants is pleased to submit the enclosed consent and boundary adjustment applications for lands known municipally as 346 Station Street and Spring Creek Road, Township of West Lincoln.

Included in the submission are the following items:

- One (1) Consent application signed by the Owner;
- Two (2) Boundary Adjustment applications signed by the Owner;
- Cheque in the amount of **\$1,632.00** payable to the Township of West Lincoln;
- Cheque in the amount of **\$1,632.00** payable to the Township of West Lincoln;
- Cheque in the amount of **\$3,264.00** payable to the Township of West Lincoln;
- Severance Sketch prepared by J.D. Barnes Limited.;
- PIN Maps from the Land Registry Office;
- Parcel Registers from the Land Registry Office

Please find our Planning Brief in the subsequent pages that outlines the proposal and provides a planning opinion for the proposed development.

If any further information is pertaining to this submission is required, please do not hesitate to contact the undersigned.

Sincerely,

Callum Gomez
Development Coordinator
Upper Canada Consultants

cc: William Heikoop, Upper Canada Consultants



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PLANNING BRIEF

Introduction

The purpose and effect of two of the consent applications are to facilitate a 'land swap' or boundary adjustment between two properties in order to reconfigure the existing property lines to better facilitate future residential development and a future employment development of the lands. The third consent application is to create a new lot for future employment development use from an existing property that contains outdoor sport and playing fields that support an adjacent school property; only that portion of the lands not used by the school are proposed to be severed and that portion of the lands that contain the school facilities will remain.

The purpose of this Planning Brief is to provide a detailed description of the proposal and to demonstrate how the applications conform to good planning principles.

Description and Location of the Subject Lands

The subject lands include the lands municipally known as 346 Station Street, as well as the parcels identified as PIN No. 406050-0015 and PIN No. 46050-0275. The lands identified as PIN No. 406050-0015 and 346 Station street are currently vacant and have been actively farmed with field crops. The property identified as PIN No. 46050-0275 is owned by CANADIAN REFORMED SCHOOL SOCIETY OF SMITHVILLE AND SURROUNDING DISTRICT INCORPORATED and operated by John Calvin School. The lands contain recreational uses associated with the school including a track, soccer fields, a baseball field and a playground. That portion of the lands to be severed do not contain the school playing fields and has also been actively farmed in field crops. **Figure 1** below displays an aerial view of the subject lands.



Figure 1 – Aerial Photo of Subject Lands

The surrounding lands contain the following land uses:

North:	Vacant land containing a wetland with significance
West:	Employment/Industrial lands
South:	Employment/Industrial lands and a Railway Right of Way
East:	Residential detached dwellings, school and church



Proposal

Figure 2 below provides a concept plan that outlines the proposed land swap between two adjacent properties and the lot to be created. The proposal includes two (2) lot boundary adjustments for the area outlined as Area 'A' to swap with Area 'C'. Area 'A' will then be consolidated with Area 'B' into one new parcel and Area 'C' will be consolidated with Area 'D' into another parcel. A severance application is also included in order to sever the lands outlined as Area 'E' from the lands used by John Calvin School.

The effect of this proposal will result in Area 'A' and Area 'B' to be consolidated into one larger parcel which contains residential and employment land use designations as provided in the Spring Creek Secondary Plan. Area 'C' and Area 'D' will be consolidated for the purposes of future employment uses also as provided in the Secondary Plan. Area 'E' will be severed from the John Calvin School lands also for the purposes of future employment uses in accordance with the Secondary Plan land use designations.

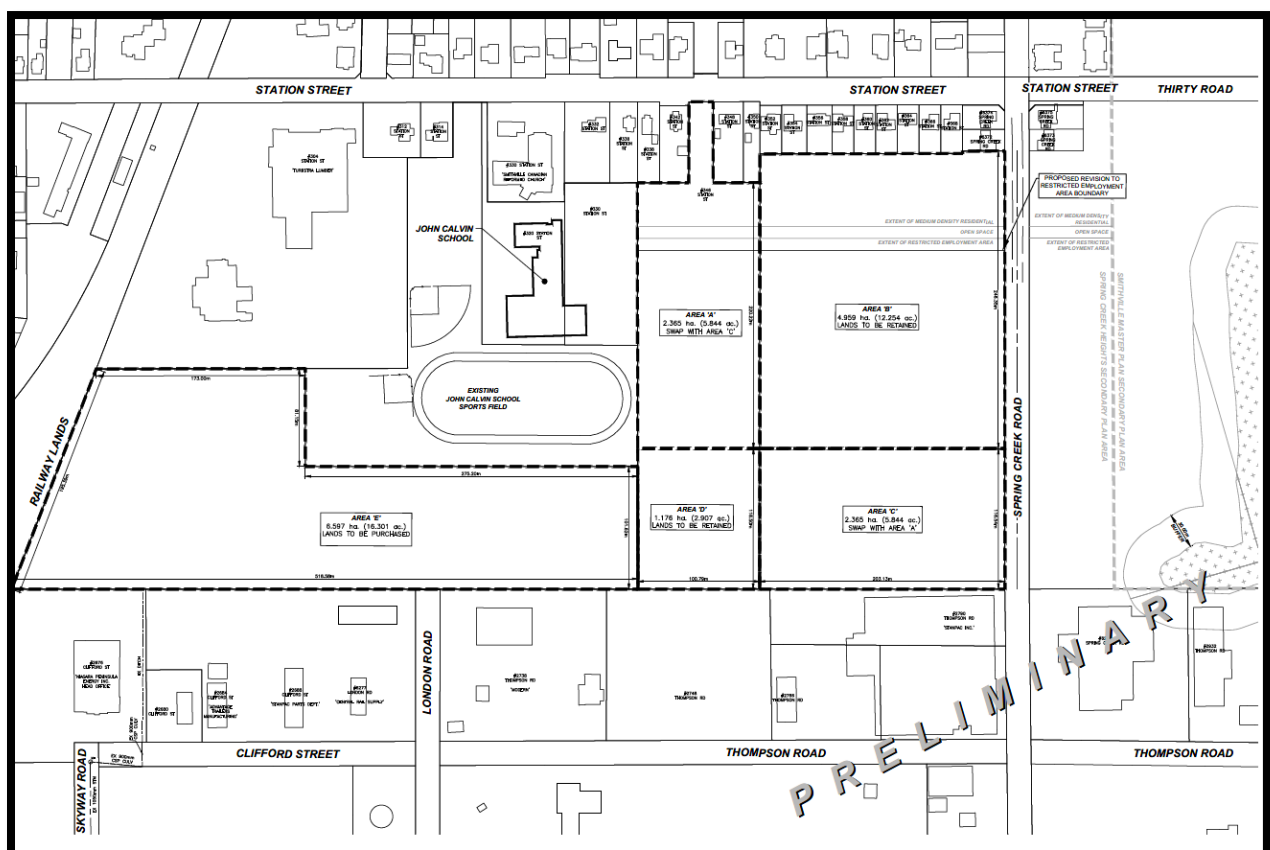


Figure 2 – Land Swap/Severance Concept Plan by Upper Canada Consultants



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SPRING CREEK ROAD
(ROAD ALLOWANCE BETWEEN CONCESSIONS 8 & 9, TOWNSHIP OF SOUTH GRIMSBY)
(MUNICIPAL ROAD - 20.12 WIDE)

STATION STREET
REGIONAL ROAD No. 14
(REGIONAL ROAD - VARIABLE WIDTH)

PART 5
AREA=61.4 sq.m
ROAD WIDENING

PART 1, PLAN 30R-6530

PART 2, PLAN 30R-6530

REGISTERED LOT

PART 2, PLAN 30R-5084

LOT 19

LOT 20

"PARKING LOT"

PART 2, PLAN 30R-14530

LOT 1

PART 1, PLAN 30R-14530

PART 6
AREA=1010 sq.m
"SOCCER FIELD"

PART 1, PLAN 30R-4100

LOT 24

"AGRICULTURAL"

PART 1, PLAN 30R-11901

PART 7
AREA=88.1 sq.m

PART 2
AREA=1.17 ha

LOT 16

PART 1
AREA=2.26 ha

LOT 15
(REMAINDER)

PART 4
AREA=4.96 ha

PART 3
AREA=2.37 ha

LOT 13

LOT 12

LOT 11

LOT 10

LOT 9

LOT 8

LOT 7

LOT 6

LOT 5

LOT 4

LOT 3

LOT 2

LOT 1

"VACANT LAND"

LOT 42

PART 1, PLAN 30R-1634

LOT M-94

"COMMERCIAL"

LOT 44

"JOHN CALVIN SCHOOL"

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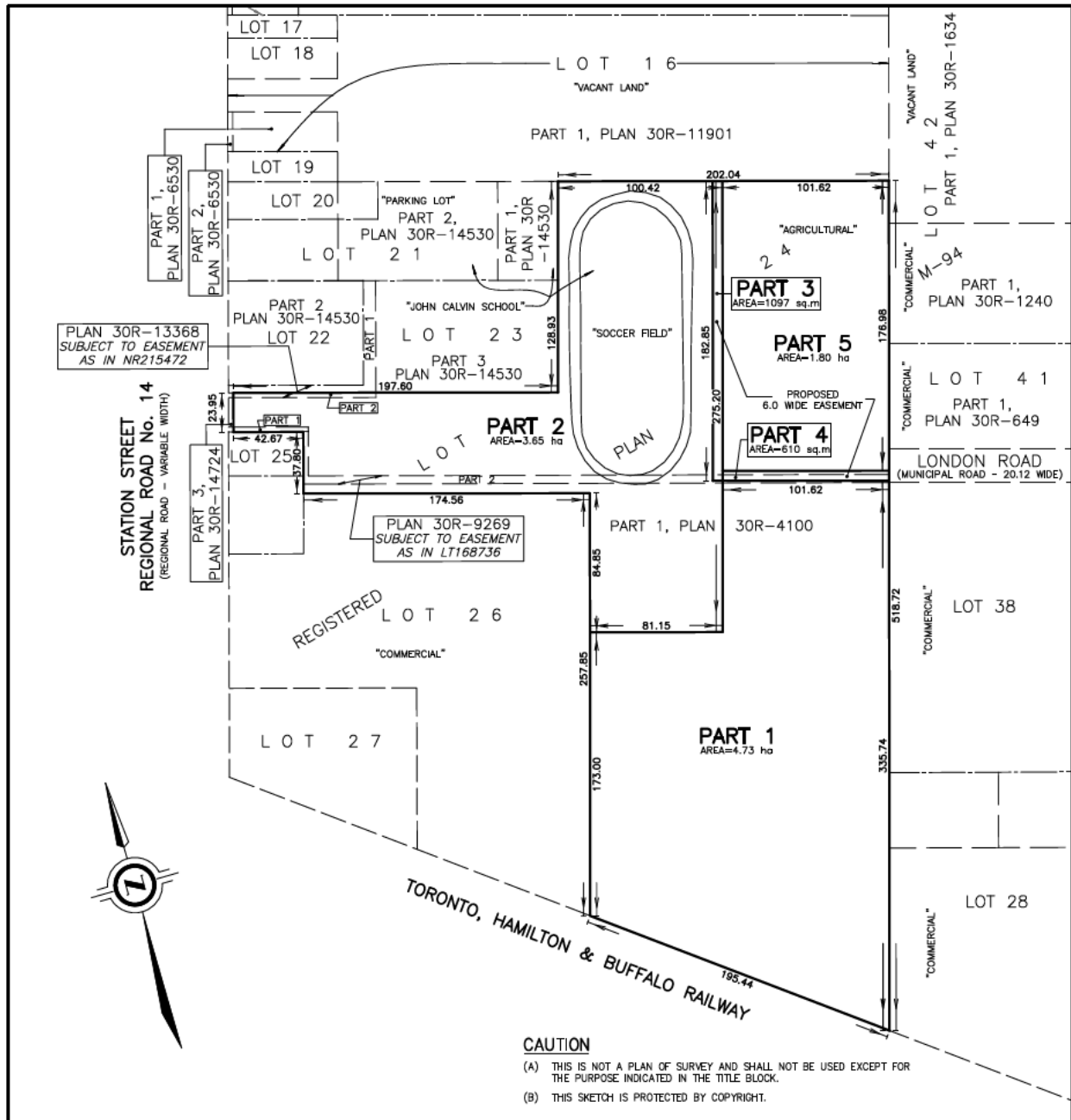


FIGURE 4 – Excerpt from Survey Sketch – Prepared By J.D. Barnes Limited

Planning Opinion

Policy Review

Ontario Planning Act, R.S.O. 1990, c. P.13

The Ontario *Planning Act* outlines the regulations for land use planning in Ontario. Section 2 of the *Planning Act* outlines matters of Provincial Interest which planning authorities must have regard for when considering planning applications. The proposed development has regard for items (f), (h), (j), (k), and (p) of section 2 of the *Planning Act*.

Section 2 subsection (f) of the *Planning Act* requires regard to be had for the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems. The proposed development has access to municipal services and the future development of these lands will provide for efficient use of existing infrastructure. Future site plan approvals will require the design and implementation of water and wastewater services for the individual future uses on the subject lands. These services will be efficiently designed to the satisfaction of the Town.

Subsection (h) states that planning authorities have regard for the orderly development of safe and healthy communities. The proposal provides for the realignment of properties that will better facilitate the development of residential and employment uses. Regard will be had for compatibility between the uses. The residential component will align with the Residential land use designation of the Secondary Plan and have close access to John Calvin School for educational opportunities and the development of employment lands also align with the Employment area designation and will provide employment opportunities to residents in the area and across the region. The mix of uses will contribute to the development of safe and healthy communities.

Subsection (j) requires regard to be had for the adequate provision of a full range of housing, including affordable housing. The future residential development will increase the amount of housing units within the urban area of the Township of West Lincoln. The increase in the supply of housing units will assist in meeting the demand for housing units within the province and contribute to the provision of a full range of housing.

Subsection (k) directs planning authorities to have regard for the adequate provision of employment opportunities. The proposed boundary adjustments and severance application will facilitate the development of the lands designated for Employment for future employment uses. This will add to the existing employment uses in the surrounding area and therefore has regard for subsection (k).

Subsection (p) requires regard to be had for the appropriate location of growth and development. The proposal will facilitate future employment and residential uses which will align with the designations outlined in the Township of West Lincoln Spring Creek Heights Secondary Plan, areas that have been planned for future residential and employment growth and development. The subject lands are located within the urban boundary with access to municipal services and no constraints with regards to natural heritage considerations and as a result are an appropriate location for growth and development.

The proposed development aligns with Provincial Interests as outlined in Section 2 of the *Planning Act*.

Provincial Planning Statement (2024)

The Provincial Planning Statement (“PPS”) provides policy direction on matters of provincial interest related to land use planning and development. The PPS sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Section 2.2 of the PPS outlines policies related to housing in Ontario. The policies of this section direct planning authorities to permit all types of residential intensification, and facilitate redevelopment, new housing options within previously developed areas, and promote densities for new housing which efficiently use land, infrastructure, and public service facilities.

Section 2.3 of the PPS further directs development to settlement areas. The section states that settlement areas shall be the focus of growth and development. Land use patterns within settlement areas should be based on densities and a mix of land uses that efficiently use land and resources and optimize existing and planned infrastructure and public service facilities. This section builds on section 2.2 and states that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities. This section also directs planning authorities to establish minimum targets for intensification and redevelopment within built up areas.

The consent application for the boundary adjustments will consolidate the residential lands that will help facilitate future residential development applications for a residential subdivision on the portion of the subject lands designated as medium density residential. The future residential development will facilitate the intensification of underutilized lands within the Smithville settlement area of the Township of West Lincoln. The proposed consent applications for the boundary adjustments aligns with Section 2.2 and 2.3 of the PPS as the approval of the consents will consolidate the lands designated for residential use which will lead to future residential development applications.

Section 2.8 of the PPS outlines Provincial planning policies related to employment. Section 2.8.1 directs planning authorities to promote economic development and competitiveness by providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses; and by encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities. Policy 2.8.2 provides for the protection of employment areas for future uses.

The proposed applications will adjust the lot fabric for employment lands that will better facilitate the future development of employment lands which are designated and suitable for employment uses. This will lead to the development of additional employment uses on underutilized land in close proximity to existing employment uses. Also, the creation of a new lot intended for employment uses will also facilitate the future development of these lands for their intended use. This intensification of employment uses, along with the future residential development will provide an appropriate mix of uses and contribute to the achievement of complete communities. The proposed consent applications aligns with the PPS by



continuing to protect employment areas for employment uses and facilitating future development applications for employment uses.

Niagara Official Plan (2022)

The Niagara Official Plan (“NOP”) builds on the Provincial Planning Statement and is Niagara’s long-term, strategic policy planning framework for managing growth within the Niagara Region. The Niagara Official Plan has been assumed by the Township until such time as the Township updates their Official Plan and replaces the Niagara Official Plan. The subject lands are designated as ‘Delineated Built-Up Area’ and ‘Designated Greenfield Area’ in Schedule ‘B’ of the Niagara Official Plan as outlined in **Figure 5** below.



Figure 5 – Excerpt from the Niagara Official Plan (2022) Schedule ‘B’ – Regional Structure

Delineated Built-Up Areas and Designated Greenfield Areas are both ‘Urban Area’ Designations. Section 2.2 of the Niagara Official Plan states that most development will occur in urban areas where municipal



water and wastewater systems/services exist or are planned and a range of transportation options can be provided.

Section 2.2.1 of the Niagara Official Plan outlines policies related to managing growth in the urban areas. This section states that development within urban areas will integrate land use planning and infrastructure planning to responsibly manage forecasted growth. This is to be achieved by facilitating a compact built form, mix of land uses, diverse ranges of housing types, unit sizes and densities, and opportunities for intensification, including infill development.

Section 2.2.2 of the NOP explains that within urban areas, forecasted population growth will be accommodated primarily through intensification within built-up areas. This section also outlines intensification targets throughout the Region. The Plan outlines a regional minimum of 60 percent of all residential units occurring annually to be within the built-up areas. The NOP further specifies a minimum of 13 percent residential units to be within the built-up area of the Town of West Lincoln and encourages municipalities to exceed these targets.

Section 2.2.2 of the NOP also outlines policies relating to the growth of designated greenfield areas. These areas are to achieve a minimum density of 50 residents and jobs per hectare as measured across the Niagara Region. Section 2.2.2.24 also encourages local official plans to meet and exceed these minimum targets.

The proposed consent applications will facilitate future development applications on each of the parcels of land that will increase density underutilized lands and will ultimately result in an efficient use of land. There is existing municipal infrastructure available to the lands that future development will propose to use. The development will assist in meeting the intensification targets of residential development within the built-up area, as well as the minimum density targets for greenfield areas of 50 residents and jobs per hectare.

Section 4.2 of the NOP provides guidelines for planning for employment uses. The Region is required to plan for and protect lands to accommodate the Province's forecasted employment growth coming to Niagara. The policies outlined in this plan encourage employment development in urban areas and state that the provision of lands for employment is an important component of complete communities.

The proposed development will assist in accommodating for the Province's forecasted employment growth in the Niagara Region. The subject lands are an appropriate location for the proposed development as it is within the urban area of the Town of West Lincoln. The proposal aligns with the provisions of the Niagara Official Plan.

Town of West Lincoln Official Plan

The purpose of the Township of West Lincoln Official Plan is to provide detailed development and land use policies, and to direct and guide development where it will best contribute to the long-term social, economic and environmental stability of the Township of West Lincoln.



Section 3 of the OP provides the basis of the plan and subsection 3.4 provides a general guide for residential and employment land uses. Section 3.4 (b) promotes new development and infill development to be located within the urban boundary area of the Smithville settlement area. Section 3.4 (d) of the plan promotes additional industrial development on lands designated for such purposes to improve the tax base of the community and to provide increased employment opportunities.

Section 5 of the OP outlines guidelines, objectives, and policies related to growth management within the Township of West Lincoln. The objectives outlined in section 5.2 of the plan include focusing employment growth to designated areas within Smithville and directing a majority of population growth to the Smithville urban area.

The proposed consent and boundary adjustments will facilitate residential and employment growth within their respective designations within the urban boundary area of Smithville. As such, the proposal aligns with Section 3 and Section 5 of the Official Plan.

Section 18.13.1 of the Official Plan outlines the general policies for consents which are as follows:

- a) Development will be in accordance with the designated uses as shown on the Official Plan Land Use Maps and the provisions of the Zoning By-law.

The proposed development will align with the designated uses as shown on the Official Plan Land Use Maps. Future Planning Act applications are necessary to amend the Development (D) zone to permit the employment uses.

- b) Any lot or remnant parcel created must have adequate frontage on a public road that is maintained year-round and is of an adequate standard of construction to provide access for the intended use.

The proposed reconfigured lots and new lot will have adequate frontage on a public road maintained year-round and is an adequate standard of construction for the intended uses.

- c) No land severance shall create a traffic hazard, or have limited sight lines on curves or grades.

The proposed applications will not create a traffic hazard, or have limited sight lines on curves or grades.

- d) Access to a Provincial Highway, a Regional road or a local road shall be in accordance with the access provisions of the appropriate road authority.

Access to the roads are in accordance with the provisions of the appropriate road authorities.

- e) Consents will not be granted when any parcel involved requires access to be obtained where a traffic hazard would be created because of limited sight lines on curbs or grades or in proximity to intersections. The geometric and safety requirements of the applicable road authority shall apply.



No parcels require access to be obtained where a traffic hazard would be created.

- f) Consent will be granted only when it has been established that for all parcels involved, soil and drainage conditions are suitable to permit the proper siting of a building, to obtain a sufficient and potable water supply where applicable and permit the installation of an adequate means of sewage disposal. Consents requiring installation of septic tank systems, or other private sewage disposal systems will meet appropriate standards of the Ontario Building Code.

Soil and drainage conditions are suitable to permit the proper siting of a building. There is no requirement for a septic system or other private sewage systems as a result of the development as the lands are in the urban service area.

- g) Consent will be granted only when confirmation of sufficient reserve sewage system capacity and reserve water system capacity within municipal sewage services and municipal water services. *There are existing municipal services within the vicinity that the development proposes to use.*
- h) No land severance shall be permitted in any hazardous area that is subject to flooding, erosion or steep slopes except for a severance, which meets the satisfaction of the Ministry of Natural Resources or the Niagara Peninsula Conservation Authority. This may include a requirement for an adequate setback from stable top of slope.

There are no hazardous areas mentioned above on the subject lands.

- i) No land severance shall be permitted unless adequate lot grading and drainage can be addressed. Further, no land severance shall be permitted unless drainage can be properly outlet from the area, without impacting neighbouring properties, to the satisfaction of the Township.

Site servicing and grading plans will be required through the future Planning Act Applications necessary to facilitate the proposed development.

- j) Any consent will be required to conform with the policies of this plan and the provisions of the Zoning By-law.

The proposal conforms with the policies of the Official Plan. A future Zoning By-law Amendment application will be required to permit the employment and residential uses on the lands zoned Development (D) in accordance with the Official Plan Designations. This future zoning by-law amendment can be considered concurrently when future development applications are being considered, i.e. draft plan of subdivision.

The proposed applications align with the Town of West Lincoln's Official Plan Policies for consents.



The subject lands are also within the Spring Creek Heights Secondary Plan Area. The purpose of this Secondary Plan is to coordinate development within the Secondary Plan Area, and to provide a sustainable design to appropriately segregate existing industrial uses of the Smithville Industrial Park from adjacent future residential uses through sustainable land use policies and to provide a measure of certainty and protection for existing industrial uses within the Smithville Industrial Park. **Figure 6** below displayed below outlines the Land Use Designations from the Spring Creek Heights Secondary Plan Schedule 'E-3.'

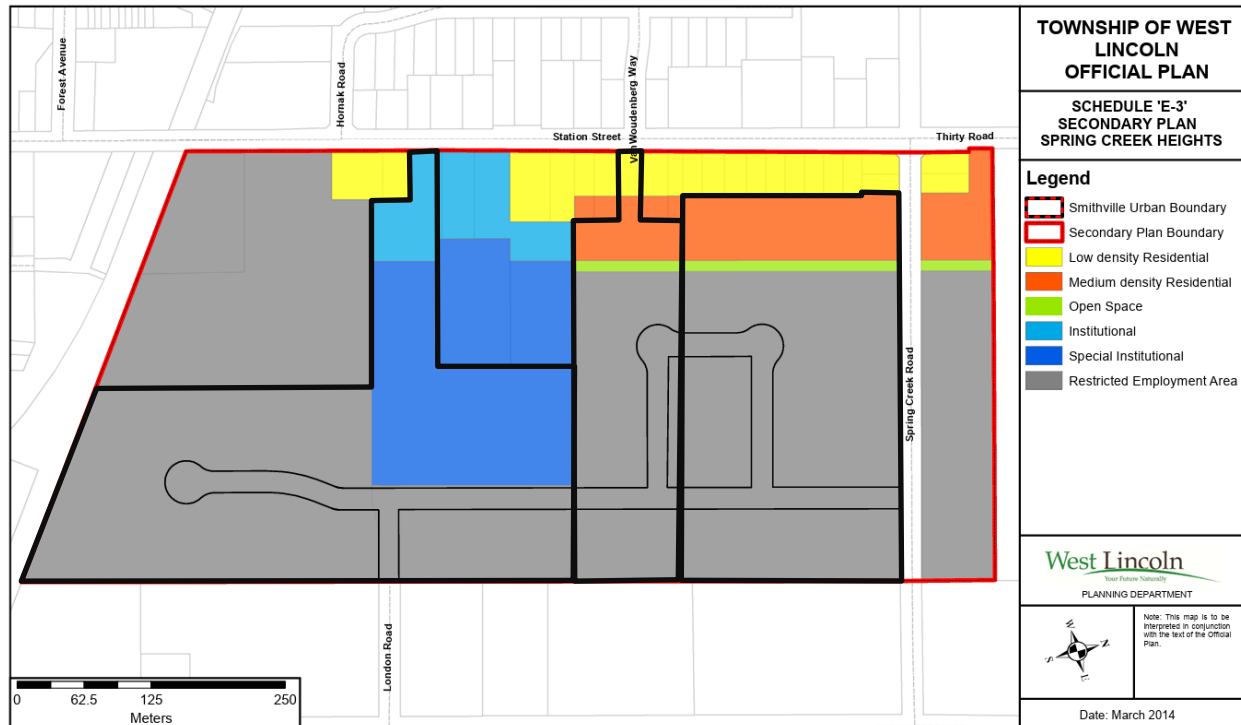


Figure 6 – Schedule 'E-3' Secondary Plan Spring Creek Heights

The proposed applications will facilitate the development of residential and employment lands in accordance with the designations outlined in the Spring Creek Heights Secondary Plan. The proposal aligns with the Secondary Plan.

Consent

Applications for lot creation such as subdivisions or consents are considered under Section 53 of the *Planning Act*, which refers to the criteria of Section 51 of the *Planning Act*.

Subsection 51(24) of the Act prescribes that *"In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,"* items a) to m). An overview of how each item is addressed in the context of the consent application is provided below in italics.



- a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;

The application meets the intent of paragraphs, (f), (h), (j), (k), and (p) of Section 2 of the Planning Act as outlined in the Policy Review section above.

- b) whether the proposed subdivision is premature or in the public interest;

The proposed development is in the public interest as the Subject Lands are located within the built-up area of the Town of West Lincoln, where growth and development are encouraged. The proposal will realign the property boundaries to more efficiently meet the intent of the Spring Creek Heights Secondary Plan for future residential and employment uses.

- c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

The development conforms to the Town of West Lincoln Official Plan and Spring Creek Heights Secondary Plan as outlined in the relevant sections above.

- d) the suitability of the land for the purposes for which it is to be subdivided;

The subject lands are located within the built-up area where growth is encouraged. The lands have access to Station Street (Regional Road 14), Spring Creek Road, and London Road which are maintained year-round. Municipal services are available in the nearby vicinity and the proposal will facilitate the redevelopment of an underutilized lot. The designations of subject lands permit the proposed development. Therefore, the land is suitable for the development.

- e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

The subject parcel has frontage along Station Street (Regional Road 14), Spring Creek Road, and London Road and these roads can support the proposed development.

- f) the dimensions and shapes of the proposed lots;

The proposed parcels are of adequate shape and size to facilitate the proposed development.

- g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

There are no restrictions or proposed restrictions on the lands to be severed.

- h) conservation of natural resources and flood control;



The lands zoned as Environmental Conservation are not impacted by the consent and boundary adjustment applications and the lands are not located in area that is prone to flooding.

- i) the adequacy of utilities and municipal services;

The Subject Lands are located in a settlement area with access to municipal water and wastewater services and utilities.

- j) the adequacy of school sites;

John Calvin School abuts the subject lands and will service the future residential component of the development.

- k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

Cash in lieu of parkland dedication will be provided in accordance with the Town of West Lincoln By-law 2011-28 – as amended by By-law 2019-87.

- l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and

The proposed development will include a mix of employment and residential uses. This mix of uses promotes active transportation and an intensification of employment and residential uses which assist in the conservation of energy.

- m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the *City of Toronto Act, 2006*. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2).

An application for site plan control will be required at a later stage.

Conclusion

Based on the above, it is my opinion that the consent and boundary adjustment applications and the consent application to create an additional lot are appropriate for the Subject Lands, adhere to and conform with applicable planning legislation, plans and policies and represent good planning. For these reasons, the applications should be supported by the municipality.



**UPPER CANADA
CONSULTANTS**
ENGINEERS / PLANNERS

**Upper Canada Planning
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Respectfully Submitted,

Prepared By:

Callum Gomez, CPT
Development Coordinator
Upper Canada Consultants

Reviewed By:

William Heikoop, B.U.R.Pl., MCIP, RPP
Planning Manager
Upper Canada Consultants

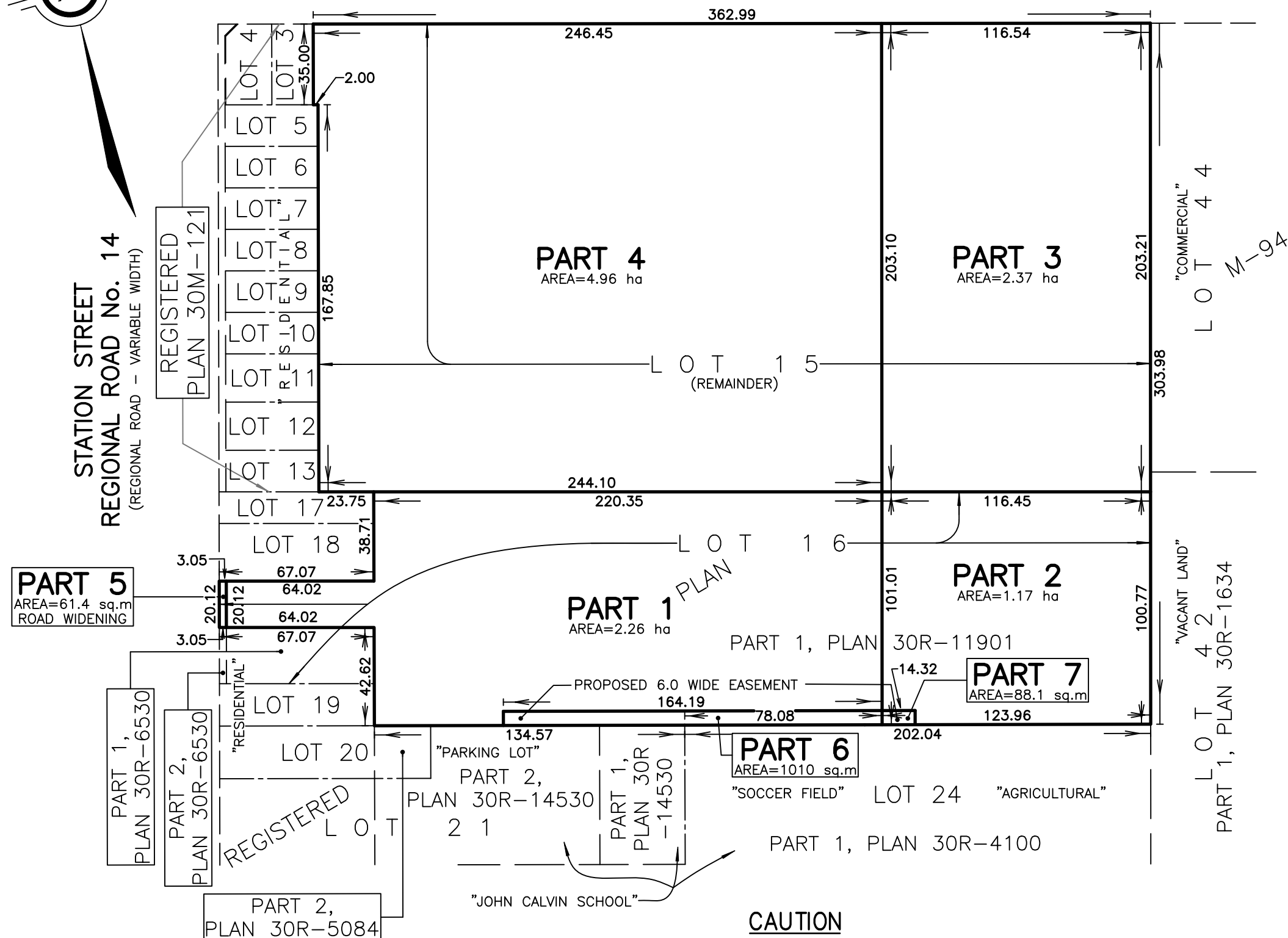
Appendix I

Survey Sketch





SPRING CREEK ROAD
(ROAD ALLOWANCE BETWEEN CONCESSIONS 8 & 9, TOWNSHIP OF SOUTH GRIMSBY)
(MUNICIPAL ROAD – 20.12 WIDE)



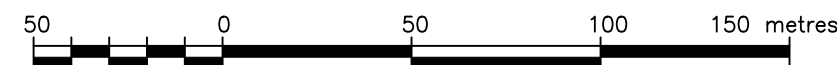
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346 STATION STREET
TOWNSHIP OF WEST LINCOLN
REGIONAL MUNICIPALITY OF NIAGARA
SCALE 1 : 2000

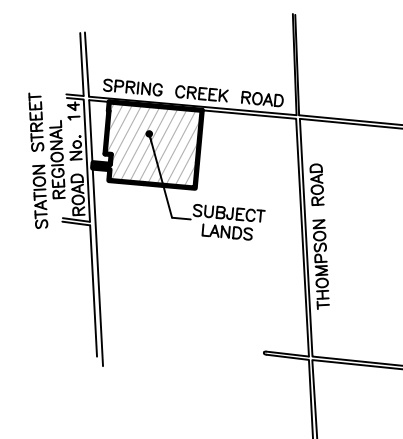


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KEY PLAN (not to scale)



TOWNSHIP OF WEST LINCOLN

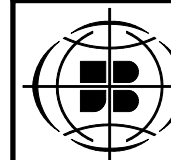
LEGAL DESCRIPTION

PART OF LOTS 15 & 16, REGISTERED PLAN M-94 AS CONFIRMED BY 30BA1691.

BOUNDARY INFORMATION HAS BEEN COMPILED FROM AVAILABLE
RECORDS AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD
MEASUREMENTS. THIS IS NOT A PLAN OF SURVEY

MAY 23, 2025
DATE

DASHA PAGE
ONTARIO LAND SURVEYOR



J.D.BARNES
LIMITED

LAND INFORMATION SPECIALISTS
4318 PORTAGE ROAD - UNIT 2, NIAGARA FALLS, ON L2E 6A4
T: (905) 358-3693 F: (905) 358-6224 www.jdbarnes.com

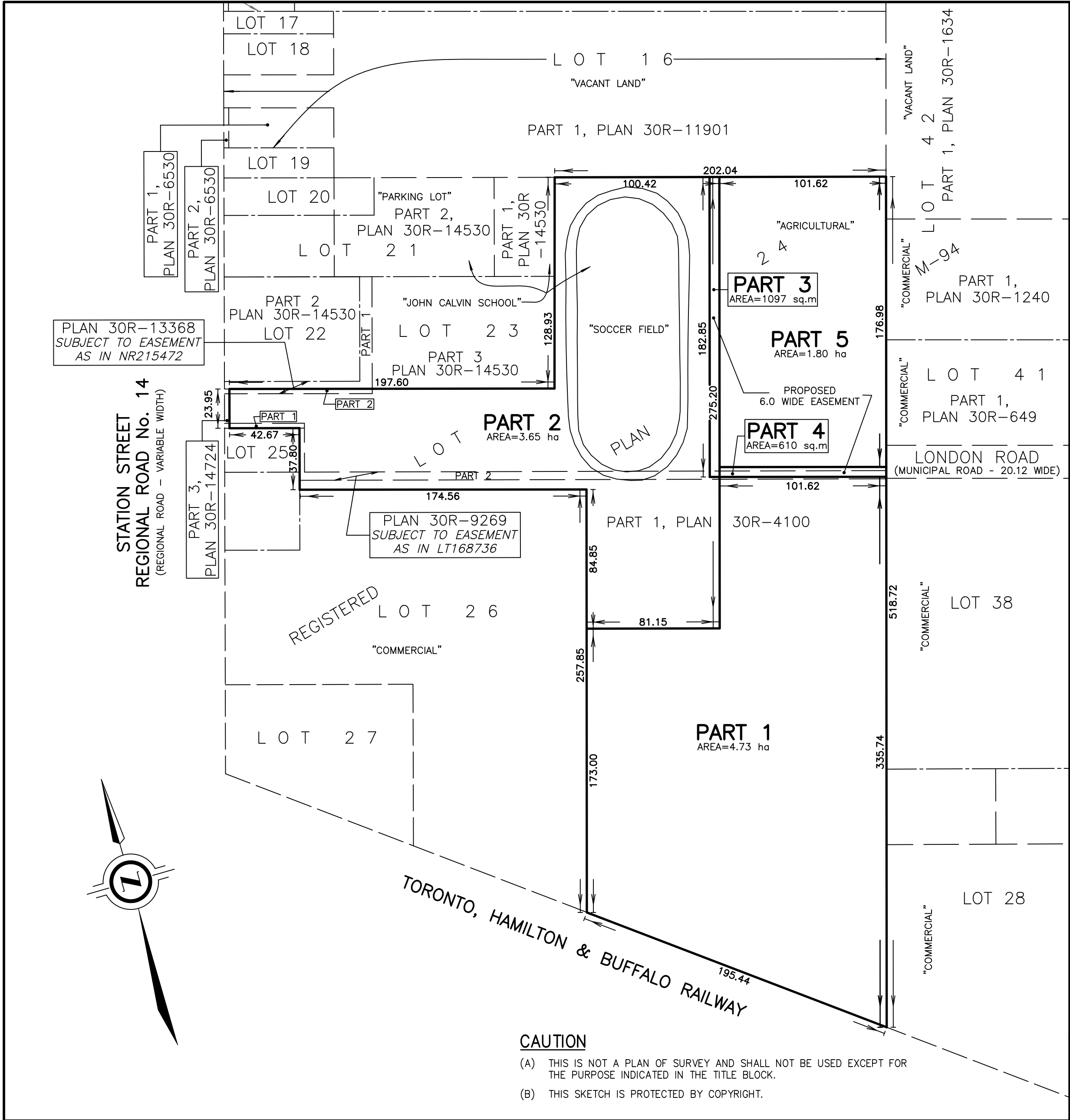
SURVEYING
MAPPING
GIS

TW	DRAWN
DP	CHECKED
DATED	
MAY 23/2025	

Ref. No.
15-16-105-06

PLOT DATE: 5/23/2025 2:08 PM

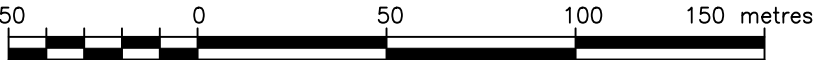
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SKETCH FOR PLANNING PURPOSES ONLY

316 STATION STREET
TOWNSHIP OF WEST LINCOLN
REGIONAL MUNICIPALITY OF NIAGARA
SCALE 1 : 2000

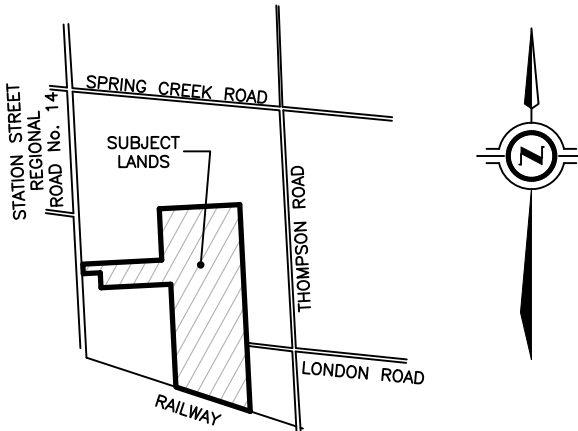


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KEY PLAN (not to scale)



TOWNSHIP OF WEST LINCOLN

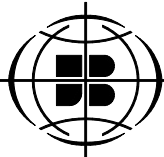
LEGAL DESCRIPTION

PART OF LOT 24, REGISTERED PLAN M-94 AS CONFIRMED BY
30BA1691.

BOUNDARY INFORMATION HAS BEEN COMPILED FROM AVAILABLE
RECORDS AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD
MEASUREMENTS. THIS IS NOT A PLAN OF SURVEY

MAY 23, 2025
DATE

DASHA PAGE
ONTARIO LAND SURVEYOR



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SURVEYING
MAPPING
GIS

TW	DRAWN
DP	CHECKED
DATED: MAY 23/2025	
Ref. No. 15-16-105-07	

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THE PURPOSE INDICATED IN THE TITLE BLOCK.
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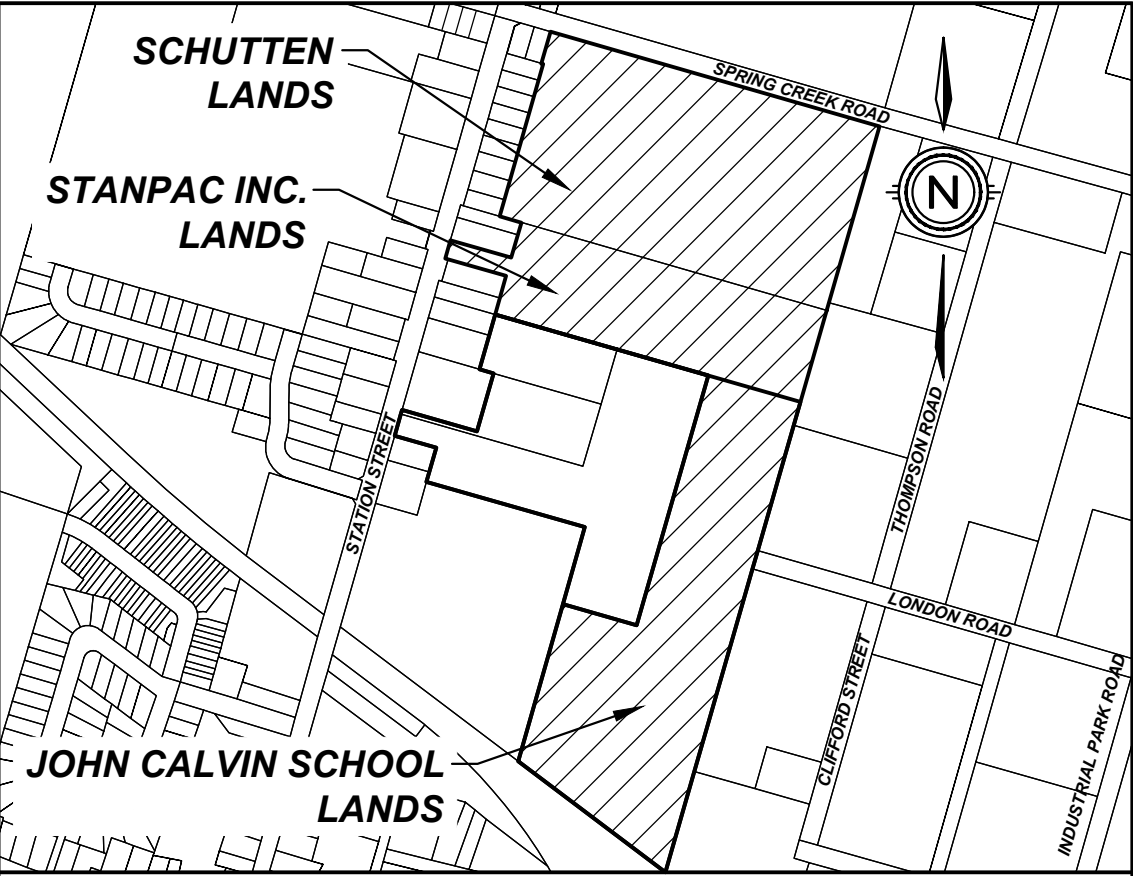
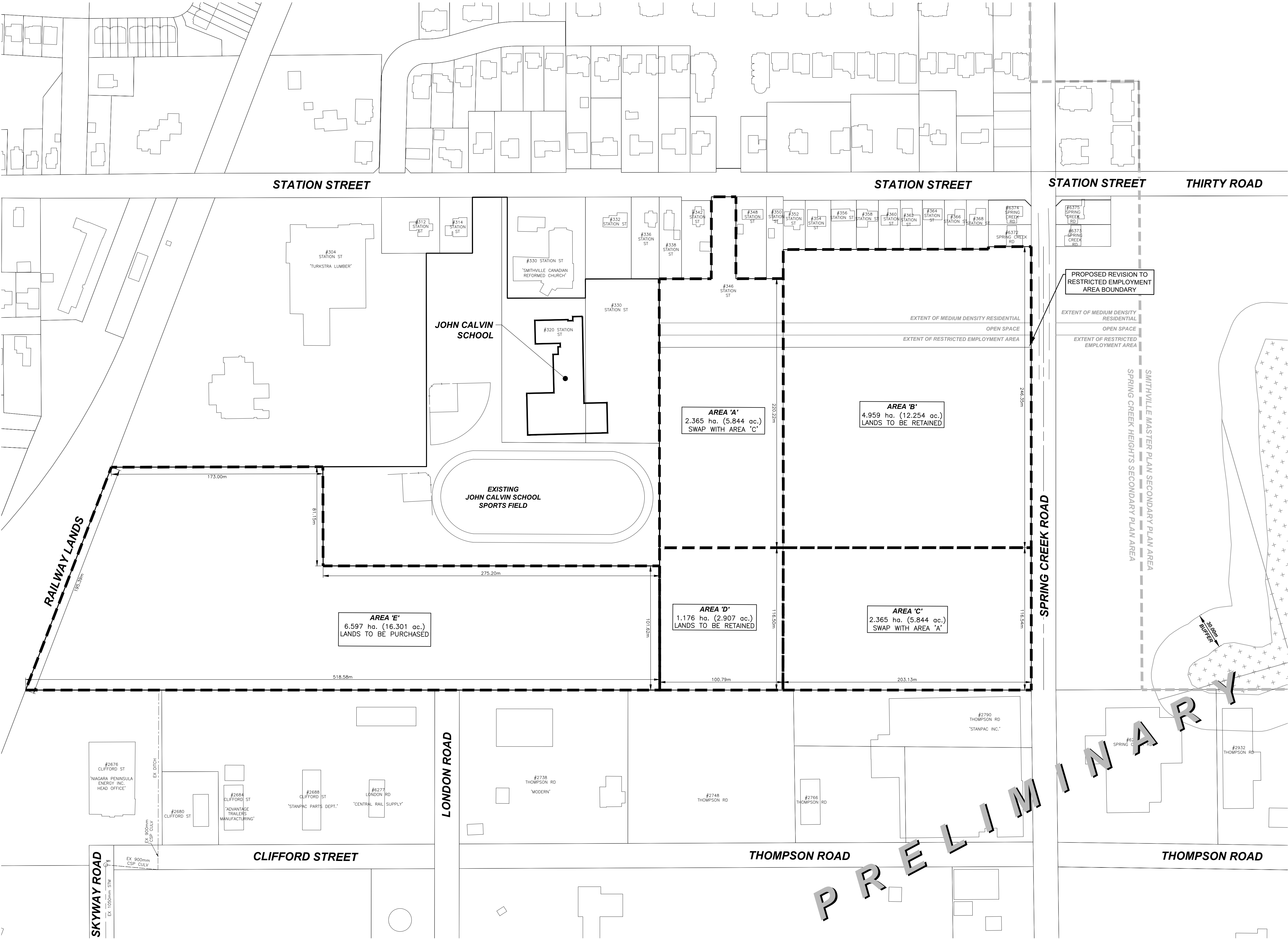
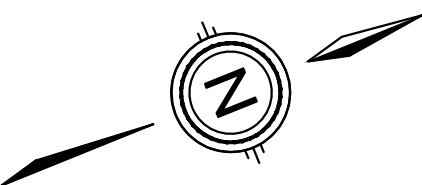
Appendix II

Concept Plan



SPRING CREEK HEIGHTS - LAND SWAP / SEVERANCE PLAN

TOWNSHIP OF WEST LINCOLN



KEY PLAN
N.T.S.

PRE-SWAP LAND OWNERSHIP AREAS

- SCHUTTEN LANDS - NO MUNICIPAL ADDRESS**
7,324 ha. (18,098 ac.)
- STANPAC INC. LANDS - 346 STATION STREET**
3,541 ha. (8,750 ac.)
- JOHN CALVIN SCHOOL - NO MUNICIPAL ADDRESS**
6,597 ha. (16,301 ac.)

17,462 ha. (43,150 ac.) TOTAL

LAND USE SCHEDULE

AREA	ha.	% COVERAGE
AREA 'A'	2,365	13.54
AREA 'B'	4,959	28.40
AREA 'C'	2,365	13.54
AREA 'D'	1,176	6.73
AREA 'E'	6,597	37.78
TOTAL	17,462	100.00

0	ISSUED FOR REVIEW	2025-04-04	M.K.
#	REVISION	DATE	INIT



DRAWING TITLE	DRAFTING	MK.
LAND SWAP / SEVERANCE CONCEPT PLAN	DATE	JANUARY 23, 2025
	PRINTED	APRIL 4, 2025
	SCALE	1:1500
	DWG No.	REV
23103-LSP	0	

Appendix III

Pre-Consultation Agreement



Pre-Consultation Meeting Form

Persons intending to make an application for a proposed development are required to consult with planning staff prior to submitting an application. A pre-consultation meeting will identify what is required to be submitted for a complete application and will provide the opportunity to discuss:

- the nature of the application;
- development and planning issues;
- fees;
- the need for information and/or reports to be submitted with the application;
- the planning approval process;
- other matters, as determined.

Individuals who make written submissions with respect to a Planning Act application should be aware that their submission and any personal information in their correspondence will become part of the public record and made available to the Applicant, Committee and Council.

Pre-Consultation Meeting Date: Thursday April 23, 2025

Site Address: 346 Station Street, Spring Creek Road
Approximate Land Area (metric): Combined Area "A – E" = 17.462 hectares

Site Legal Description:

Owner Contact Information:

Name of Owner: Stanpac Inc. & John Calvin School & Al Schutten

Phone Number: Email:

Principal Contact: Callum Gomez (UCC)

Phone Number: 905-688-9400 Email: callum@ucc.com

Application Type:

- ☐ Official Plan Amendment (OPA)
- ☒ Zoning Bylaw Amendment (ZBA) (To be confirmed by Owner to proceed at a later stage)
- ☐ Combined OPA/ZBA
- ☒ Consent – Severance to Create New Lot ☒ Boundary Adjustment ☐ Consent- Easement |
- ☐ Minor Variance
- ☐ Development Agreement
- ☒ Site Plan (To be completed at a later stage after Zoning By-law Amendment)
- ☐ Draft Plan of Subdivision
- ☐ Draft Plan of Condominium Standard ☐ Vacant Land ☐ Common Element ☐
- ☐ Other

Local Municipal Contact: Susan Smyth Phone: 905-957-3346 x 5133 Email: ssmyth@westlincoln.ca

1. Brief description of proposed development:
Proposed consent and two (2) lot boundary adjustments to facilitate a land swap outlined on the severance plan. Area "A" is to swap with Area "C" and Area "B" and Area "D" lands are to be retained. Area "E" will be severed from the JCS school parcel to facilitate future employment.
2. Check All Applicable: Brownfield ☐ Greenfield ☐ Built-up ☒ Greenbelt ☐ Local CIP Area ☐
3. Development Charges: Regional ☒ Local ☒
4. Existing Local Official Plan Designation: Designated Greenfield, Medium Density Residential, Open Space, Special Institutional, Restricted Employment Area

Conformity with Official Plan land use designations and policies? : Yes ☒ No ☐

If 'No', what is the nature of the amendment needed?

5. Existing Zoning: Development (D), Environmental Conservation (EC), Industrial Employment (M2)

Conformity with existing zoning? : Yes ☐ No ☒

If 'No', what is the proposed zoning? Will require to rezone the D zone to M2 for any future employment development

6. Urban Design Guideline Applicable? Yes ☒ No ☐

7. Is Site Plan approval required? Yes ☒ No ☐

8. Open House Required? Yes ☐ No ☒

9. Fees Required at time of Submission of the Application (2025 Fees)

Application	Township Planning Department	Region of Niagara	Niagara Peninsula Conservation Authority	Other Fees
Regional Policy Plan Amendment				
Local Official Plan Amendment				
Local Zoning By-law Amendment	\$10,619 (To be confirmed)			
Minor Variance				
Plan of Subdivision				
Plan of Condominium				
Consent	\$3,264 (1 severance Application) \$1,632 (2 Lot Boundary Adjustment Applications)			
Site Plan Approval	\$9,340 (Later stage)			
Development Agreement				
Other – Technical Studies				
Other –Parkland Dedication				
Other (Block Plan Application Approval)				
Final Certification	\$838 x 3 = \$2,514 (to be paid when all conditions are cleared)			
Pre-con fee deposit	\$525*			
TOTAL	For Severance and Lot Boundary Adjustments Only \$6,528 - \$525 = \$6,003 Zoning By-law Amendment and Site Plan to be provided at a later stage	Refer to comments	Refer to Comments	

- Notes on Fees:
- Notwithstanding the fees noted above, all fees are payable based upon the rate in the fee schedule by-law in effect on the date the application is received.
 - Further fees may be required at a later date as per the fee schedule by-law.
 - Separate cheques shall be made payable to the appropriate agency.
 - In addition to all application fees set out above, the applicant shall pay to the Township prior to final approval, all peer review fees, engineering review costs and legal fees incurred by the Township in reviewing the application.
 - *\$525 to be taken off of one application fee if applied for within one year of the date of the pre-consultation meeting.

10. Additional Agencies to be contacted:

Hydro ☐ Pipelines ☐ ☒ Railway

11. Additional Comments:

TOWNSHIP PLANNING

The proposal includes three separate parcels of land as described below.

Area “A” (2.365 ha/5.844 acres) and Area “D” (1.176 ha/2.907 acres) is owned by Stanpac Inc. and is one parcel municipally known as 346 Station Street. This parcel has frontage on the east side of Station Street and located south of Spring Creek Road.

Area “B” (4.959 ha/12.254 acres) and Area “C” (2.365 ha/5.844 acres) is owned by Al Schutten for future residential and employment development. These parcels are vacant and have frontage on the south side of Spring Creek Road.

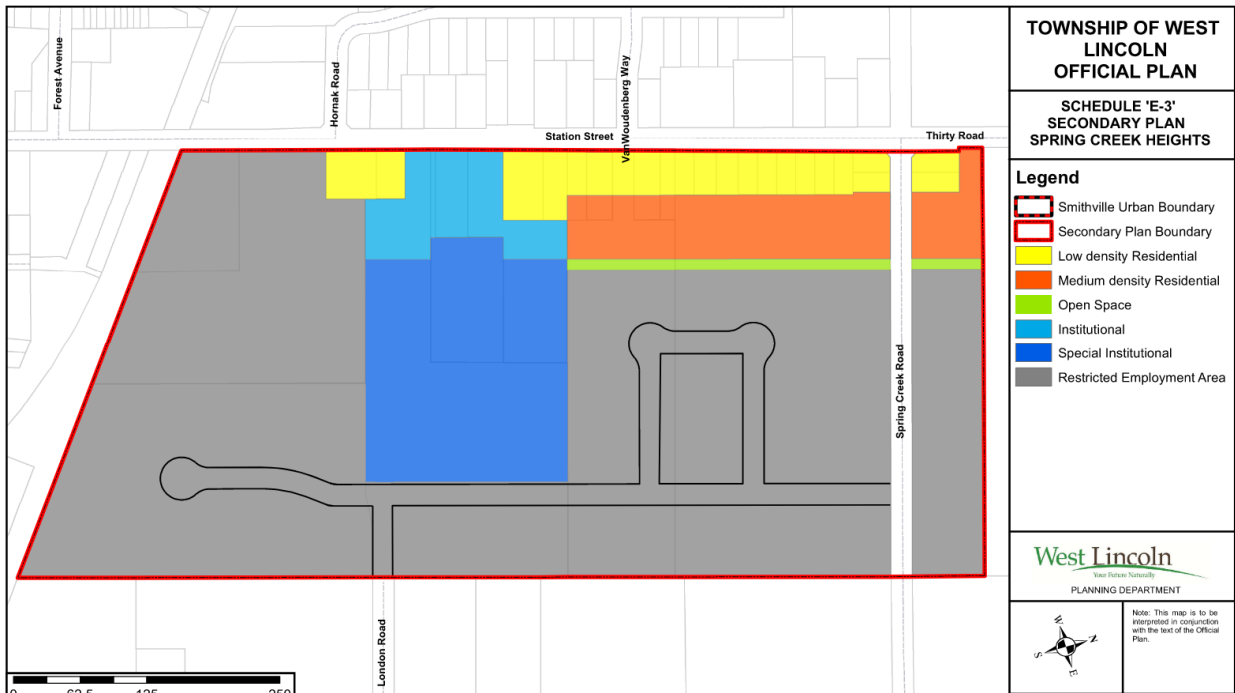
Area “E” (6.597 ha/16.301 acres) is owned by the John Calvin School (JCS) and set behind the school and track bounded by the railway tracks to the south and industrial lands to the east off Clifford Street. This site has frontage on the west side of London Road although would be deficient from the required 30m for the M2 zone.

The proposal is to sever Area “E” from JCS and to be retained for future employment uses.

Two (2) lot boundary adjustments would be required for Area “A” to be swamped with Area “C” having the same area. Then Area “A” and “B” would be consolidated into one larger parcel that would implement the Spring Creek Secondary Plan for residential and employment uses. Then the boundary adjustment for Area “C” and “D” of which would be consolidated as a larger parcel dedicated for restricted employment uses.



The Township’s Official Plan designates the areas as Spring Creek Heights Secondary Plan. Area “A” and “B” are planned for low and medium density residential, with dedicated open space, Areas “C” and “D” as restrictive employment area, and Area “E” with the JCS is intended to remain as institutional.



The Township’s Zoning By-law 2017-79 as amended, zones Areas “A”, “B”, “C” and “D” as Development Zone (D) with a small section of Environmental Conservation (EC), and Area “E” as Institutional (I) and Industrial Employment (M2).

Staff are encouraged by the proposal to realign and consolidate the parcels to meet the intent of the secondary plan for future residential and employment uses.

Please note that a zoning by-law amendment application is required to change the D zone to the employment zone that is conducive to future employment and industrial uses, likely M2 zone. This will also require a Planning Justification Report to address the policies of the secondary plan and related policies to employment, servicing (infrastructure) and transportation. The amendment will also require land use compatibility study (D6 MOECP guidelines) for sensitive uses in proximity to industrial and employment uses).

The EC zone can be amended subject to a constraints analysis prepared by a professional ecologist or biologist to confirm the natural features and potential impacts, mitigation measures for the proposed development.

For the Severance and Lot Boundary Adjustment Applications, the following will be required:

- Reference plan for the Station Street road widening
- Survey sketches for the severance and lot boundary adjustments
- 1 severance application
- 2 lot boundary adjustments
- Application and fees

For the Zoning By-law Amendment Application, the following will be required:

- Planning Justification Brief
- Draft by-law and schedule
- Land Use Compatibility Study (D6 MOECP guidelines)
- Constraints Analysis (Scoped EIS)
- Stormwater Management Brief including plans
- Functional Servicing Brief including site servicing plans
- Application and fees

For the Site Plan Approval Application, the following will be required:

- Site plan
- Fire route plan
- Landscape plan
- Final site servicing plan and grading plan
- Sediment and erosion control plan
- Lighting plan
- Application and fees

REGION OF NIAGARA

Refer to Region comments provided separately.

NPCA

Refer to NPCA comments provided separately.

TOWNSHIP PUBLIC WORKS

A grading plan, site servicing brief, site servicing plan, landscape plan, erosion and sediment control plan will be required for review and approval.

TOWNSHIP BUILDING

Requires the OBC matrix on the site plan. Development charges are applicable for future residential and employment development. Provide fire route and turning movements for vehicles.

12. Site Visit: No

13. Incentive Programs: Not applicable

14. Required Information and Studies to be submitted with the Application(s). Studies identified with an asterisk* will likely require a peer review at the cost of the developer.

Local	Region	NPCA	Reports, Studies, Plans (See Notes for additional details)	No. of Copies		Notes: 2 hard copies of all documents
				Digital	Paper	
X			Planning Justification Report	X	X	For the zoning by-law amendment application
			Conceptual Site Plan showing building envelope			
X	X		Survey	X	X	Survey sketch and new legal description and PIN consolidation Provide reference plan for road widening on Station Street
			Draft Regional Policy Plan Amendment			
			Draft Local Official Plan Amendment			
X			Draft Zoning By-law Amendment			
			Land Use/Market Needs*			
			Urban Design / Landscape Plans			
			Archaeology Assessment			
			Cultural Heritage Impact Assessment*			


Local	Region	NPCA	Reports, Studies, Plans (See Notes for additional details)	No. of Copies		Notes: 2 hard copies of all documents
				Digital	Paper	
X			Environmental Impact Study	X	X	Constraints analysis (Scoped EIS)
			Environmental Planning Study/ Sub-Watershed Study			
			Tree Inventory Preservation Plan			
			Floodplain and Hazard Lands Boundary Plan			
			Geotechnical			
			Environmental Site Assessment			
			Air Quality/Noise & Vibration Study*			
			Agricultural Impact Assessment			
			Farm Operation and Ownership			
			Minimum Distance Separation I & II			
			Mineral Aggregate Resources			
X			Municipal Servicing Study	X	X	Servicing brief and servicing and grading plan
			Phasing Plan			
X			Sensitive Land Use Report/Land Use Compatibility	X	X	D6 MOECP Guidelines
			Slope Stability Report			
X	X		Stormwater Management Plan	X	X	Sediment and erosion control plan
			Transportation Impact Study/Parking Impact Analysis			
			Hydrogeological Study and Private Servicing Plans*			
			Soil report			
			Financial Impact Assessment*			
			Shadow Analysis			
			Risk Management Study			
			Gas Well Study/Gas Migration Study			
			Wind Study*			
			Cistern for Fire Purposes under OBC			
			Other*			

Notes:

1. The purpose of this document is to identify the information required to commence processing and evaluating an application as set out in the Planning Act. This pre-consultation process is designed to proceed based on the mutual agreement of the parties as shown by the signatures below.
2. Pre-consultation does not imply or suggest any decision whatsoever on behalf of staff or the municipality to either support or refuse the application.
3. The applicant should be aware that the information provided is accurate as of the date of the pre-consultation meeting. Should an application not be submitted in the near future, and should other policies, by-laws or procedures be approved by the Province, Municipality, Region or other agencies prior to the submission of a formal application, the applicant will be subject to any new policies, by-laws or procedures that are in effect at the time of the submission of a formal application. If an application is not submitted within 1 year, it is advisable that the applicant confirm with the municipality the directives of the original pre-consultation meeting.
4. Any application submitted without the information identified in this Pre-consultation Document will be deemed incomplete and not processed. Alternately, staff may recommend refusal of the application based upon insufficient information to properly evaluate the application.
5. The applicant acknowledges that the Municipality and Region considers the application forms and all supporting materials including studies and drawings, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents and hereby confirms that the consent of the authors of all supporting reports have been obtained, to permit the Municipality and Region to release the application and any supporting materials either for its own use in processing the application, or at the request of a third party, without further notification to, or permission from, the applicant.
6. It is hereby understood that during the review of the application additional studies or information may be required as a result of issues arising during the processing of the application or the review of the submitted studies.
7. If the Municipality or Region does not have sufficient expertise to review and determine that a study is acceptable, the Municipality may require a peer review. The cost of the peer review shall be paid for by the applicant. The Terms of Reference for a peer review is determined by the Municipality or Region.
8. Some studies may require NPCA review and clearance/approval. In this instance, the NPCA review fee shall be paid by the applicant.
9. All plans and statistics must be submitted in metric.

10. It is hereby understood that during the review of the application additional applications, studies or information may be required as a result of issues arising during the processing of the application.
11. There may also be financial requirements arising from the application, including, but not limited to, parkland dedication, development charges, payment of outstanding property taxes, deferred local improvement charges, cost for lifting 0.3 metres reserves, and reimbursement for road widening acquisition or road improvements.
12. Engineering review done in association with an application will be billed to the applicant.

Signatures: Signatures: (To be filled out following the pre-con meeting – who was in attendance)

<u>Susan Smyth</u> Township Planning Staff	 Township Planning Staff (signature)	<u>April 23, 2025</u> Date
<u>Township Public Works Staff</u>	<u>Township Public Works (signature)</u>	<u>Date</u>
<u>Township Building Staff</u>	<u>Township CBO (signature)</u>	<u>Date</u>
<u>Regional Staff</u>	<u>Regional Staff (signature)</u>	<u>Date</u>
<u>NPCA Staff</u>	<u>Conservation Staff (signature)</u>	<u>Date</u>
<u>Agent</u>	<u>Agent (signature)</u>	<u>Date</u>
<u>Owner</u>	<u>Owner (signature)</u>	<u>Date</u>