



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF DEVELOPMENT SERVICES

MISSION STATEMENT: *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

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| Author's Name: Christopher Aspila | Report Date: July 27, 2022 |
| Author's Phone: 519 736-5408 ext. 2124 | Date to Council: August 8, 2022 |
| Author's E-mail: caspila@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: Consider the Need for a Secondary Plan – Howard Industrial Park District

1. **RECOMMENDATION:**

It is recommended that:

1. A Secondary Plan **BE PREPARED** for the area bounded by County Road 9, North Side Road, 8th Concession Road and County Road 8 (Townline Road) also known as the Howard Industrial Park District; and,
2. Council **APPROVE** a transfer of \$50,000 from Plans and Studies Reserve account.

EXECUTIVE SUMMARY:

N/A

2. **BACKGROUND:**

A secondary plan is a planning tool that includes a more detailed planning study and guidance for generally what can be described as a large sub-area of a municipality or a large development. Secondary plans, when approved form part of an Official Plan and require an Official Plan Amendment to implement.

The "Howard Industrial Park District" is bounded by County Road 9, North Side Road, 8th Concession Road and County Road 8 (also known as Townline Road). The land is designated in the Official Plan as "Heavy Industrial" with a portion that includes the Smith Industrial Park designated as "Light Industrial". East of the Smith Industrial Park is a small portion of the subject lands that is designated as "Woodlots". See Appendix "A".

The Howard Industrial Park District, with the exception of the Smith Industrial Park is relatively undeveloped, save for several tracts of land that are being used for space-extensive industrial type uses

3. DISCUSSION:

To ensure that development and redevelopment of land within this area is properly coordinated, orderly and takes advantage of economic development opportunities that exist in this part of the Essex-Windsor Region, the Town is undertaking the preparation of a Secondary Plan as an amendment to the existing approved Official Plan.

This Secondary Plan will provide more detailed use, transportation, infrastructure and servicing policies which will guide how future development and redevelopment takes place on these lands, creating new employment opportunities for Amherstburg residents and broadening the Town's economic base.

Consultation with affected landowners, key stakeholders, indigenous communities and the community at large will be an integral component of the work being undertaken. In addition, Town Staff and Staff from external agencies and Provincial Ministries having an interest in land use planning matters, together with Staff from the County and adjacent municipalities will be consulted with. Public meetings and open houses will also be held to meet all Planning Act requirements.

The Secondary Plan will be undertaken in two phases:

Phase I: August 15, 2022 to October 14, 2022

Preparation of a Background Report that will contain:

- Property-related characteristics of the district including land use, built form and ownership;
- Existing opportunities and constraints;
- Existing and planned infrastructure;
- Applicable Official Plan policies;
- Existing Zoning; and
- Applicable Provincial Policy Statement (2020) provisions.

Consultation with Town Staff and Staff from external agencies and Provincial Ministries having an interest in land use planning and economic development matters, and with Staff from the County and adjacent municipalities. A copy of the Background Report will be provided to Council for information purposes.

Phase II: October 15, 2022 to February 28, 2023

Initial meeting in an open house format with land owners, business owners and residents living and working in this area:

- Discuss the findings of the initial Background Report;
- Identify opportunities for private sector investment in this District – and what challenges / barriers exist that are preventing investment from being made; and
- Identify what is needed to address these challenges and barriers.

Consultation with indigenous persons.

Preparation of an Initial Draft Secondary Plan, and circulation of draft to Town Staff (and the County of Essex, which is the approval authority for local Official Plan Amendments).

Based on input received, prepare a 2nd Draft Secondary Plan to be used to publish a notice of a 2nd meeting / open house. The Draft will be released to the public for comment and feedback as part of the notice for the 2nd meeting / open house.

Prepare a Final Draft of the Secondary Plan building on comment and feedback received and incorporating revisions as may be needed.

Hold a formal Statutory Public Meeting under the Planning Act, to consider Secondary Plan adoption by Council as an Official Plan Amendment.

4. RISK ANALYSIS:

Unstructured growth and current development pressure in the Howard Industrial Park District poses a financial risk to the Town of not obtaining the highest and best use for this district that has existing approved industrial-type designations in the Official Plan. The preparation of a Secondary Plan will inform the Town of the preferred industrial uses and the associated infrastructure required so that the Town can implement policies to optimize land use, mitigate potential land use impacts, inform future capital asset needs and take advantage of emerging economic development opportunities in the Essex-Windsor region.

The continued individual development requests/ proposals for the area generates has generated concern from other property owners opposed to additional industrial growth. Furthermore, the lack of clarity on what permitted uses should be allowed as well as how the full area should be developed increases the risk of opposition to the growth. The work completed by the Secondary Plan will provide for thoughtful development for the entire area, inclusive of current property owners concerns and input.

The Planning Division of the Development Services Department is currently staffed in 2 of 4 positions on the organization chart. It is necessary to make use of professional services currently on retainer by the Town to complete this project in a timely manner.

5. FINANCIAL MATTERS:

Preparation of this project requires that Council approve the usage of the \$50,000 from reserves budgeted in 2021 for the Official Plan.

6. CONSULTATIONS:

Melissa Osborne – Deputy CAO / Director of Development Services

7. CONCLUSION:

Preparation of a Secondary Plan for the Howard Industrial Park District will position the Town to take advantage of emerging economic development opportunities in the Essex-Windsor region.



Christopher Aspila
Manager, Planning Services

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| NOTIFICATION : | | | | |
|----------------------------|---------|---------------|-----------|-----|
| Name | Address | Email Address | Telephone | FAX |
| See Appendices "A" and "B" | | | | |

Report Approval Details

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| Document Title: | Consider the Need for a Secondary Plan - Howard Industrial Park District.docx |
| Attachments: | - 2022 08 08 Appendix A - Properties in Howard Industrial Park Dist w. 120 m Buffer- Aerial.pdf - 2022 08 08 Appendix B - PUBLIC- Spreadsheet of Names and Addresses for Howard Industrial Park Dist w. 120 Buffer.xlsx |
| Final Approval Date: | Aug 3, 2022 |

This report and all of its attachments were approved and signed as outlined below:



Melissa Osborne



Tracy Prince



Valerie Critchley – CAO/Clerk