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MEMORANDUM

TO: Chair and Members of St. Margaret's Bay Coastal Planning Advisory Committee

CC: Austin French, Manager, Regional & Community Planning
Gail Harnish, Administrative Assistant to the Director, Community & Recreation Services

FROM: Marcus Garnet, Senior Planner, Regional & Community Planning

DATE: January 20, 2014

SUBJECT: Tantallon Crossroads Update

In reply to the St. Margaret's Bay Coastal PAC request for an update on this project since May 2013, attached is a detailed description of what staff has been doing on this project over the past several months. Like all plan and by-law reviews, the work is complex and requires a range of interdepartmental expertise and cross-checking. In addition, preferences as to the optimum balance between as-of-right zoning and development agreements have progressed since the project began, based on experience over the past few years. These factors underlie the extended timeframe for this work, and the need for multiple drafts as the wording is amended and refined.

<u>Date</u>	<u>Progress</u>
May 2013	Updated project website. Revised MPS, LUB and staff report drafts. Sent revised drafts to Legal. Updated Councillor.
June 2013	Met with Applications Planner and Development Technician, projects manager and development technician to discuss drafts. Revised MPS and LUB drafts based on Legal, projects manager and Development Officer comments. Sent revised drafts to Planning Applications, Legal and Development Approvals.
July 2013	Revised draft staff report, MPS and LUB based on June interdepartmental meeting. Re-circulated drafts. Received notification that the draft LUB will be tested by additional Development Technician. Circulated latest versions to the second Development Technician.

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- August 2013 Revised draft staff report reflecting Development Officer input. Received comments on draft MPS, LUB and staff report from Legal. Received comments on draft LUB from second Development Technician. Requested comments on draft signage regulations; referred back to Development Technician and Applications Planner. Completed analysis of proposed revisions to signage regulations. Sent analytical signage table to steering committee representative. Received comments from community steering committee and Councillor on internal review, implications for timeframe, and architectural requirements for siding. Revised draft LUB based on Development Officer comments. Replied to comments and request for information from potential developer. Revised draft MPS, LUB and staff report based on Legal comments. Sent MPS Draft to Regional & Community Planning managers, Planning Applications Supervisor, Development Officer, Development Approvals Manager and Legal, requesting final approval and sign-off.
- Sept. 16, 2013 Met with Councillor, steering committee representative and projects manager to discuss recent progress and a new timeframe.
- Sept. 18, 2013 Discussed proposed policies and regulations with potential developer.
- Sept. 25, 2013 Received comments from Manager of Development Approvals. Received direction to expand as-of-right capabilities and reduce dependence upon development agreements.
- Sept. 26, 2013 Met with Regional & Community Planning Manager and Development Officers to discuss architectural requirements in relation to HRM standards.
- Sept. 27, 2013 Sent detailed memo outlining consensus from meeting of Sept. 26, to attendees. Advised Councillor and steering committee representative of pending substantial edits.
- Oct. 1, 2013 Revised draft MPS, LUB and staff report.
- Oct. 3, 2013 Met with Development Officer to discuss latest revisions to LUB. Revised draft LUB based on Development Officer comments.
- Oct. 4, 2013 Updated Councillor and steering committee representatives.
- Oct. 9, 2013 Revised MPS Draft based on Planning & Development comments.
- Oct. 22, 2013 Revised MPS Draft based on Regional & Community Planning Manager comments. Revised draft staff report based on Planning and Development input.
- Oct. 23, 2013 Revised draft staff report based on Regional & Community Planning Manager input.
- Oct. 29, 2013 Requested update to website.
- Nov. 7, 2013 Revised draft LUB based on Development Officer comments. Circulated revised draft MPS, LUB and staff report to Planning Applications.
- Nov. 13, 2013 Requested comments from steering committee representative regarding proposed greenhouse provisions. Sent revised LUB to Development Approvals and Planning Applications, noting edits to accommodate greenhouses.

- Nov. 20, 2013 Met with Planning Applications representative to discuss draft MPS.
- Nov. 22, 2013 Completed internal discussions and analysis on the implications of the Watershed Study Final Report for density, lot size and building footprints. Completed draft policy to enable country campus style multiple unit residential by development agreement, as discussed with Regional & Community Planning Manager.
- Nov. 27, 2013 Met with representatives of St. Margaret's Bay Seniors Association (SMBSA) at their request. Toured potential sites for seniors' housing with member of Regional Watershed Advisory Board (RWAB).
- Nov. 28, 2013 Sent memo outlining key points from Nov. 27 meeting to Councillor, RWAB member and Supervisor of Regional & Community Planning
- Dec. 3, 2013 Completed research on multiple-unit dwelling footprints in small towns. Proposed size thresholds based on building footprint research, and discussions with RWAB member. Revised thresholds and added greenhouse provisions to draft LUB.
- Dec. 5, 2013 Met with Planning Applications representative to review latest draft MPS. Received advice from Legal indicating that HRM cannot regulate the size of individual dwelling units (to address groundwater supply). Revised draft staff report based on Planning Applications input.
- Dec. 11, 2013 Revised draft MPS based on Planning Applications comments.
- Dec. 16, 2013 Further revised draft MPS based on Planning Applications comments.
- Dec. 20, 2013 Updated Councillor and steering committee representatives.
- Dec. 21, 2013 Received comments and questions from steering committee representative and Councillor regarding process and recent edits.
- Jan. 7, 2014 Sent revised draft MPS and LUB to Councillor and steering committee representatives. Discussed December comments with steering committee representative and received clarification.
- Jan. 8, 2014 Revised draft LUB based on Planning Applications comments.
- Jan. 9, 2014 Met with member of RWAB to explore potential solutions for as-of-right multiple unit dwellings based on calculations derived from the Watershed Study.
- Jan. 10, 2014 Revised draft MPS based on RWAB member input and further analysis for multiple-unit dwellings. Circulated revised draft MPS and LUB to Planning Applications and Regional & Community Planning Manager.
- Jan. 12, 2014 Received comments from St. Margaret's Bay Seniors Association.
- Jan. 13, 2014 Sent revised draft MPS and LUB to Councillor and St. Margaret's Bay Seniors Association. Updated potential developers.

- Jan. 14, 2014 Further revised draft MPS based on latest analysis of Watershed Study implications for multiple units.
- Jan. 15, 2014 Met with Planning Applications representative to receive comments on revised draft MPS.
- Jan. 17, 2014 Prepared detailed work report further to a request by the St. Margaret's Bay Coastal PAC.
- In progress: Further edits to the draft MPS and LUB are being prepared based on Planning Applications comments and multiple-unit dwelling footprint analysis. Completion of this Draft is anticipated on or before Jan. 31, at which point the draft will be circulated again to Planning Applications prior to a follow-up meeting. Planning Applications will then meet with Development Approvals for a final cross-check prior to approval for sign-off. Earliest possible submission to Council would be late February or early March.