

Municipal Council Meeting AGENDA

Tuesday, March 9, 2021 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

Via Video/Audio Teleconferencing

1. CALL TO ORDER

1.1 Mi'kma'ki Territorial Acknowledgement

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

3. APPROVAL OF AGENDA (as circulated)

4. APPROVAL OF MINUTES – February 23, 2021

5. BUSINESS ARISING FROM MINUTES

6. AWARDING OF TENDERS/RFPs (Nil)

7. PRESENTATIONS/SCHEDULED TIMES (Nil)

8. CONSIDERATION OF CORRESPONDENCE (Nil)

9. RECOMMENDATIONS FROM COMMITTEES & BOARDS

9.1 Finance Committee

9.1.1 Tax Relief – Damaged Property Dublin Shore.....(1)2-3

9.1.2 Sponsorship Ad Grant – NS Crime Stoppers(1)4-8

9.2 REMO Advisory Committee

9.2.1 2021/2022 REMO Operating Budget 9-11

9.3 Lunenburg County Multi-purpose Centre Corporation Board

9.3.1 2021/2022 LCLC Operating Budget..... 12-13

9.4 Planning Advisory Committee

9.4.1 Amendments to Municipal Planning Strategy By-law 035A First Reading..... (14-26)27-29

9.4.2 MODL By-law 044 Hemford Forest Secondary Planning Strategy First Reading (14-26)30-52

9.4.3 MODL By-law 045 Hemford Forest Land Use By-law First Reading (14-26)53-82

10. STAFF REPORTS

10.1 Building/Development Department

10.1.1 Discharge of Development Agreement – PID 60291085 83

10.2 Recreation Department

10.2.1 Designated Communities Fund – South Shore Annapolis Valley Trail Assoc 84

11. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS

- 11.1 MJSB Update
- 11.2 Deputy Mayor's Update
- 11.3 Mayor's Update

12. ADDED ITEMS

13. IN CAMERA (Nil)

- 13.1 Land Negotiations re 210 Aberdeen Road under Section 22(2)(a) of the MGA

14. ADJOURNMENT



Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville, Nova Scotia, Canada, B4V 9E4
Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca

March 2, 2021

To Her Worship, Mayor Bolivar-Getson, and Councillors
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The Finance Committee, in session on Tuesday, March 2, 2021, made the following
recommendations to Council:

1. That Municipal Council approve tax relief in the amount of \$531.71 as per the submitted application for the property located at 3839 Highway 331, Dublin Shore, Assessment Account Number 08217769 and as per the Municipality's Damaged Property Relief Policy.
2. That Municipal Council not approve the Sponsorship Ad request of the Nova Scotia Crime Stoppers for their annual Crime Stoppers Awareness Guide.

Respectfully submitted,

Chairman and Members
Finance Committee

/rh
Attachments



Municipality of the District of Lunenburg

Report to Council

Report To: FINANCE COMMITTEE
Submitted By: ELANA WENTZELL
Date: MARCH 2, 2021
Re: TAX RELIEF-DAMAGED PROPERTY

Recommendation

That Finance Committee recommends to Council that Municipal Council approve tax relief in the amount of \$531.71 as per the submitted application for the property located at 3839 Highway 331, Dublin Shore Assessment Account Number 08217769 and as per the Municipality's Damaged Property Relief Policy.

Background

The following taxpayer has completed application for tax relief due to fire loss of residential property:

<u>Name</u>	<u>Property Tax Billing</u>	<u>Property Tax Reduction</u>
Hermann & Johanna Knopf	2020/2021 \$3,085.29	\$531.71

Conclusion

Staff have reviewed the application and are satisfied they meet the requirements of the Damaged Property Relief Policy.

Department:

Report Prepared By: Annette Nowe

Date: February 17, 2021

Report Approved By:

Date:

Reviewed By CAO:

Date:



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Finance Committee
SUBMITTED BY: Tissy Bolivar, Program Coordinator
DATE: March 2, 2021
RE: Sponsorship Ad Grant: NS Crime Stoppers

RECOMMENDATION

That the Finance Committee recommend to Municipal Council that Council not approve the Sponsorship Ad request of the **Nova Scotia Crime Stoppers** for their annual Crime Stoppers Awareness Guide.

EXECUTIVE SUMMARY

The NS Crime Stoppers is a volunteer organization who promote the reduction of crime through community-based efforts. They are seeking a Sponsorship Ad Grant to support the publication of their Annual Awareness Guide which is distributed across Nova Scotia.

The NS Crime Stoppers use a third-party campaigning organization, Unsolved Crime Publications, to seek sponsorships for the publication. A percentage of funds raised pay for their services. A minimum of \$40,000 will go directly to NS Crime Stoppers from this sponsorship campaign. How much funding will be distributed among local chapters is undetermined.

DISCUSSION

Crime Stoppers promotes the reduction of crime through community-based effort to provide appropriate authorities with the information needed to lay charges against those responsible.

Crime Stoppers endeavors to encourage the community to assist local law enforcement agencies in the fight against crime by overcoming two key elements that inhibit community involvement: Fear and Apathy.

Their goal is to make our communities a safer place to live and conduct business.

The Lunenburg County Crime Stoppers consists of 10 volunteers who are dedicated to spreading the message of the provincial organization in Lunenburg County.

THE FOLLOWING REFLECTS THE RESULTS OF THE
MAINLAND NS CRIME STOPPERS PROGRAM FROM INCEPTION IN
NOVEMBER 1987 TO THE END OF **OCTOBER 2020**.

	THIS MONTH	THIS YEAR	TO DATE
Arrests	6	31	3423
Charges Laid	26	135	7677
Cases Cleared	4	23	6048
Property Recovered	\$1,000	\$10,530	\$5,783,441
Arson Solved	0	0	\$1,245,601
Fraud Solved	0	0	\$335,869
Drugs Seized	0	\$61,736	\$15,348,045
Fugitives Arrested	0	4	452
Tobacco Seized	\$109,500	\$171,762	\$3,141,950
Awards Paid	\$1,900	\$7,600	\$319,900
Total Calls	606	8,526	155,687

FOR EVERY DOLLAR PAID TO ANONYMOUS TIPSTERS, CRIME STOPPERS HAS
 RECOVERED APPROXIMATELY **\$64.23** IN STOLEN PROPERTY AND ILLEGAL
 DRUGS. THE AVERAGE CASH AWARD PER CASE SOLVED IS **\$51.27**

This publication is available free of charge throughout the Province of Nova Scotia and is filled with information on the history, mandate, and success of Crime Stoppers in Nova Scotia, as well as many unsolved crimes.

This is the first application from NS Crime Stoppers for this project. An Annual Operating Grant has been provided to the organization's local chapter between 2010-2020. Funding was not released in 2020-2021 based on COVID implications to the organization.

According to the Sponsorship Ad Grant policy, organizations shall only be approved for a maximum of \$500 per year. Staff will approve grants or prize donations under the value of \$100. All other applications shall be referred to the Finance Committee for approval.

BUDGET IMPLICATIONS

The Sponsorship Ad Grant budget is \$6,000 for 2020/2021. To date, \$1,630.06 has been awarded.

ALTERNATIVES

1. Award a Sponsorship Ad Grant based on the rate sheet (attached)

CONCLUSION

The application put forward by the Nova Scotia Crime Stoppers is not directly benefitting the local communities, therefore, it is recommended by staff not to approve.

Department: Recreation

Report Prepared By: Tissy Bolivar

Date: January 15, 2021

Report Approved By: Bill Schurman

Date: January 19, 2021

Reviewed By CAO:

Date:



"AWARENESS GUIDE"

Dear Sir/Madam:

Thank you for your interest in Unsolved Crimes Publications' printing of the Nova Scotia Crime Stoppers Awareness Guide. Please consider this our written request for your support as per our recent telephone conversation.

Unsolved Crime Publications is an organization dedicated to increasing awareness and raising funds for Provincial Crime Stoppers Programs.

Our NS Crime Stoppers Guide includes information on the history, mandate and success of Crime Stoppers on NS, as well as many unsolved crime stories.

NS Crime Stoppers will receive a minimum donation of \$40,000 from the proceeds raised from the important fundraising program.

Please find our Advertising prices below for your review. You will receive a copy of our annual guide with the purchase of any of our display advertisements.

Your support at any level to this worthwhile endeavor would be sincerely appreciated. Your prompt reply would be appreciated. For further information please contact our **Project Office at 1-877-859-7790 (Toll Free).**

Thank you for your consideration and/or support.

Respectfully,

A handwritten signature in black ink that reads "Mark T. Fenety". The signature is written in a cursive style with a large, stylized "M" and "F".

**Mark T. Fenety
Executive Director
Unsolved Crime Publications**



“Crime Stoppers Awareness Guide”

Display Advertisement Prices

Ad	Price		HST		Total
Outside Back Cover Full Colour	\$ 1,569.57	+	\$ 235.43	=	\$ 1,805.00
Inside Front Cover Full Colour	\$ 1,360.87	+	\$ 204.13	=	\$ 1,565.00
Inside Back Cover Full Colour	\$ 1,360.87	+	\$ 204.13	=	\$ 1,565.00
Full Page Full Colour	\$ 1,043.48	+	\$ 156.52	=	\$ 1,200.00
Full Page	\$ 921.74	+	\$ 138.26	=	\$ 1,060.00
1/2 Page Color	\$ 730.43	+	\$ 109.57	=	\$ 840.00
1/2 Page	\$ 569.57	+	\$ 85.43	=	\$ 655.00
1/4 Page Color	\$ 447.83	+	\$ 67.17	=	\$ 515.00
1/4 Page	\$ 343.48	+	\$ 51.52	=	\$ 395.00
1/10 Page Color	\$ 269.57	+	\$ 40.43	=	\$ 310.00
1/10 Page	\$ 226.09	+	\$ 33.91	=	\$ 260.00

► **Please Make Cheques Payable to** ◀

Unsolved Crime Publications
 (PROVINCIAL CAMPAIGN OFFICE)
 P.O BOX 1002, STN CENTRAL
 HALIFAX, NS
 B3J 2X1



Note: Publication size will be a full 8” X 10 3/4”.

Any advertiser purchasing a 1/10th Page size advertisement and up will receive a complimentary copy of our Guide and a certificate of appreciation from N.S. Crime Stoppers at time of publication. The balance of publications will be distributed to various schools, hospitals, Doctor’s and Lawyer’s offices and numerous other public facilities throughout N.S. Our guide is also available for viewing or downloading on the N.S. Crime Stoppers website, <http://crimestoppers.ns.ca/>, to further enhance your advertising exposure.



Municipality of the District of Lunenburg

February 18, 2021

To Her Worship, Mayor Bolivar-Getson, and Councillors
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The REMO Advisory Committee, in session on Monday, January 18, 2021, made the following recommendation to Council:

1. That Municipal Council approve a total 2021/22 REMO budget in the amount of \$135,200 of which the Municipality of the District of Lunenburg's portion is \$67,341.80.

Respectfully submitted,

Chairman and Members
REMO Advisory Committee

/jp
Attachments



Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville NS B4V 9E4

Phone: 902.541.8181 Fax: 902.543.7123 Web Site: www.modl.ca

February 17, 2021

Mayor Carolyn Bolivar-Getson & Council
Municipality of the District of Lunenburg
10 Allée Champlain Drive
Cookville NS B4V 9E4

Dear Mayor Bolivar-Getson:

RE: 2021/22 REMO Operating Budget

At the January 18, 2021, Regional Emergency Management Organization (REMO) Advisory Committee meeting, the Committee passed the following motion:

“that the Regional Emergency Management Advisory Committee recommends a total 2021/22 budget of \$135,200 to partner Municipal Units for approval.”

Please find attached the recommended Operating Budget for REMO for the fiscal year 2021/22, indicating the Municipality of Lunenburg’s share of \$67,341.80. Please note there is no Capital Budget for the fiscal year 2021/22.

Please forward this budget to your Council for consideration and approval. Once approved, please forward a copy of Council’s motion approving the budget to Joanne Powers, Executive Assistant, Municipality of the District of Lunenburg (joanne.powers@modl.ca) for insertion on a future REMO agenda.

Sincerely,

Alex Dumaresq
Deputy Chief Administrative Officer

cc: Angela Henhoeffler, REMC
Attachment

8. REMO Budget Breakdown

Cost Sharing	2020-21 Budget			2021/22 Proposed Budget			
	UA 2018/19	share	Contribution	UA 2019/20	share	Contribution	Increase
Town of Bridgewater	671,832,908	12.7%	\$ 15,869.32	688,450,419	12.4%	\$ 16,819.39	\$ 950.07
Town of Mahone Bay	131,291,709	2.5%	\$ 3,101.23	138,736,951	2.5%	\$ 3,389.45	\$ 288.22
District of Chester	1,598,816,174	30.2%	\$ 37,765.53	1,671,069,183	30.2%	\$ 40,825.55	\$ 3,060.02
District of Lunenburg	2,625,377,705	49.6%	\$ 62,013.87	2,756,431,053	49.8%	\$ 67,341.80	\$ 5,327.93
Town of Lunenburg	264,597,830	5.0%	\$ 6,250.05	279,311,517	5.0%	\$ 6,823.80	\$ 573.75
Totals	5,291,916,326	100.0%	\$ 125,000.00	5,533,999,123	100%	\$ 135,200.00	\$ 10,200.00

Motion: *“that the Regional Emergency Management Advisory Committee recommends a total 2021/22 budget of \$135,200 to partner Municipal Units for approval.”*



Council

Item: #9.3.1

Date: March 9, 2021

Authorization: T. MacEwan



LUNENBURG COUNTY LIFESTYLE CENTRE
135 North Park St
Bridgewater NS B4V 9B3
Ph: (902) 530-4100 Fx: (902) 530-3733
www.lclc.ca

MEMORANDUM

TO: To Her Worship, Mayor Bolivar-Getson, and Councillors of the Municipality of the District of Lunenburg

cc:

FROM: Deputy Mayor Tanner, Chair, Lunenburg County Multi-purpose Centre Corporation Board

DATE: February 19th, 2021

RE: 2021/22 Operating Budget

The Lunenburg County Multi-purpose Centre Corporation Board in session on Thursday, February 18th, 2021, discussed the proposed LCLC Operating Budget for 2021/22 and made the following recommendation to the respective Councils:

That the LCLC's Operating Budget for 2021/22 be approved in the amount of \$897,510.00, with each Council's contribution being \$448,755.00.

Respectfully submitted,

A handwritten signature in black ink, appearing to be the name of the Deputy Mayor.

Chairman and Members

Lunenburg County Multi-purpose Corporation Board

/sc

LCLC Operating Budget 2021-22													2021 / 2022	2020 / 2021	2019 / 2020	2018 / 2019
	April	May	June	July	August	September	October	November	December	January	February	March	Total	Forecast @ Jan		
Gross Revenues																
MODL Operating Grant	54,665	55,417	44,667	35,000	35,567	35,417	35,417	32,917	30,417	30,417	30,417	28,442	448,755	450,812	420,000	440,000
TOB Operating Grant	54,665	55,417	44,667	35,000	35,567	35,417	35,417	32,917	30,417	30,417	30,417	28,442	448,755	450,812	420,000	440,000
Arena	21,768	15,336	12,500	12,500	14,336	30,701	30,379	31,453	30,638	34,522	36,329	36,937	307,399	229,748	320,000	303,641
Lumberjacks Game Revenues	0	0	0	0	0	2,000	1,200	2,000	400	2,000	2,000	2,400	12,000			
Aquatic Centre	9,980	7,379	15,872	25,064	30,408	20,906	10,030	10,918	23,754	19,286	10,753	30,235	214,586	136,050	212,185	232,009
Active Living, Room, and Equipment Rentals	6,705	7,116	21,434	21,914	21,345	7,511	5,685	6,575	10,537	6,839	8,624	13,464	137,748	53,062	87,000	90,439
Memberships	7,352	8,462	7,271	8,135	7,728	8,267	11,245	11,590	10,655	16,490	13,382	16,315	126,893	96,725	153,000	150,696
Library Rent	7,859	7,859	7,859	7,859	7,859	7,859	7,859	7,859	7,859	7,859	7,859	7,859	94,308	92,883	89,135	90,187
ATM and Vending	299	1,277	86	2,242	677	1,372	745	1,297	1,090	1,002	1,833	2,731	14,652	6,493	15,000	15,444
Advertising and Sponsorship	0	0	0	328	0	3,165	864	0	0	47	338	2,400	7,142	3,638	24,000	35,513
Miscellaneous	100	87	2	543	0	6,000	34	2,063	0	561	596	527	10,514	7,192	32,000	47,310
Total Revenue	163,392	158,350	154,357	148,586	153,487	158,614	138,874	139,587	145,766	149,439	142,547	169,751	1,822,751	1,415,456	1,785,520	1,858,439
Expenses																
Advertising and Promotion	1,335	3,009	1,000	1,105	2,404	1,330	1,021	1,000	3,951	1,594	1,073	3,967	22,789	6,793	15,000	7,178
Professional Fees	1,596	1,596	1,596	2,996	1,596	1,596	1,596	1,767	1,767	1,767	1,767	2,790	22,427	33,770	140,000	17,050
Bank, Interest, Credit Card and Other Fees	1,166	311	1,844	1,214	1,819	1,222	638	696	1,259	1,687	1,192	2,364	15,411	11,657	18,000	18,439
Concessions Expense	1,622	0	785	1,529	700	768	842	29	0	231	167	955	7,628	1,362	1,500	3,022
Facility Maintenance and Repairs	18,000	18,710	15,073	14,624	13,022	12,664	12,517	18,429	18,999	16,666	17,482	17,587	193,772	236,753	182,000	194,356
Housekeeping	1,871	1,495	1,296	1,335	952	1,430	1,003	1,202	1,394	1,392	1,650	543	15,563	15,778	20,000	20,137
IT Licensing, Fees and Support	5,323	1,910	2,036	2,908	3,065	1,812	1,961	2,190	2,710	4,346	5,073	4,416	37,751	41,131	40,400	27,147
Miscellaneous	192	-231	0	186	0	0	22	0	188	-21	0	0	337	-2,373	2,000	9,418
Office	179	697	922	172	351	1,141	752	1,077	1,358	512	520	1,045	8,726	8,144	10,600	10,278
Pool Chemicals and Supplies	1,837	1,297	1,945	2,020	1,673	1,042	1,697	1,780	1,946	1,937	1,771	1,746	20,690	19,361	22,000	28,403
Programming	475	1,459	1,188	1,096	1,218	375	85	945	2,315	1,734	0	5,015	15,905	12,028	16,500	10,372
Staff Training and Courses	150	179	297	0	0	0	23	500	500	500	500	500	3,149	4,132	6,000	0
Telecommunications	534	741	659	653	654	641	654	954	488	482	525	524	7,510	7,798	10,000	8,180
Travel - Management Conferences	0	0	0	0	0	0	830	150	150	150	150	150	1,580	1,027	1,800	0
Uniforms	2,600	921	200	200	200	200	591	83	83	83	83	1,583	6,829	1,667	2,900	1,789
Utilities	37,703	35,490	29,434	29,434	31,655	32,437	35,207	30,020	30,154	36,102	36,907	30,154	394,696	340,266	410,000	401,465
Vending Expense	1,086	606	0	0	957	898	673	879	0	577	931	1,346	7,953	4,244	8,000	7,694
Wages and Benefits	83,235	81,454	76,806	88,662	89,503	77,556	80,198	86,549	82,491	82,346	77,447	92,190	998,435	769,629	905,695	987,710
Total Expenses	158,904	149,645	135,080	148,132	149,769	135,111	140,310	148,250	149,753	152,084	147,237	166,875	1,781,151	1,517,915	1,812,395	1,752,638
														0		
Centre Ice Café Operations	0	0	0	0	0	1,200	1,200	1,200	1,200	1,200	1,200	1,200	8,400	-11,893		
SURPLUS (DEFICIT) BEFORE SPECIAL EVENTS	4,488	8,705	19,277	453	3,718	23,503	-1,436	-8,663	-3,987	-2,645	-4,691	2,876	50,000	0	-26,875	105,801
Special Events Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	86,875	79,573
Special Events Expense	20,000	20,000	10,000	0	0	0	0	0	0	0	0	0	50,000	0	60,000	52,860
SURPLUS (DEFICIT) FROM SPECIAL EVENTS	-20,000	-20,000	-10,000	0	0	0	0	0	0	0	0	0	-50,000	0	26,875	26,714
NET OPERATING SURPLUS (DEFICIT)	-15,512	-11,295	9,277	453	3,718	23,503	-1,436	-8,663	-3,987	-2,645	-4,691	2,876	-0	0	0	132,514
Transfer to Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	121,538	0	0
Capital Projects (Net of Capital Funds Rec'd)	0	0	0	0	0	0	0	0	0	0	0	0	0	-121,538	0	42,813
MFC Debenture Interest	0	60,769	0	0	0	0	0	60,769	0	0	0	0	121,538	0	121,538	128,670
TOB Transfer from Special Purposes Tax	0	-60,769	0	0	0	0	0	-60,769	0	0	0	0	-121,538	0	-121,538	-128,670
TOTAL NON-OPERATING EXPENSES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42,813
NET SURPLUS (DEFICIT)	-15,512	-11,295	9,277	453	3,718	23,503	-1,436	-8,663	-3,987	-2,645	-4,691	2,876	-0	0	0	89,702
YTD	-15,512	-26,807	-17,530	-17,076	-13,358	10,145	8,709	46	-3,941	-6,585	-11,276	-8,400			No General Manager	

Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville, Nova Scotia, Canada, B4V 9E4
Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca



February 25, 2021

To Her Worship, the Mayor Bolivar-Getson and Councillors
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors;

The Planning Advisory Committee, in session on Thursday, February 25, 2021, made the following recommendations to Council:

- 1. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 035A, the Amendments to the Municipal Planning Strategy (2021), as stated in Appendix A of the staff report dated February 25, 2021, and conduct First Reading of the same.**
- 2. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 044, Hemford Forest Secondary Planning Strategy, as stated in the draft version 11, and conduct First Reading of the same.**
- 3. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 045, the Hemford Forest Land Use By-law, as stated in the draft version 8, and conduct First Reading of the same.**

Respectfully submitted,

Chairperson and Members
Planning Advisory Committee

/jh

Attachment



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Municipal Council
SUBMITTED BY: Byung Jun Kang, Planner
DATE: March 9, 2021
RE: MODL By-law 035A - Amendments to Municipal Planning Strategy (2021)
MODL By-law 044 - Hemford Forest Secondary Planning Strategy
MODL By-law 045 - Hemford Forest Land Use By-law

RECOMMENDATIONS

That Municipal Council give notice of its intention to adopt MODL By-law 035A, the Amendments to the Municipal Planning Strategy (2021), as stated in Appendix A of the staff report dated February 25, 2021, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

That Municipal Council give notice of its intention to adopt MODL By-law 044, the Hemford Forest Secondary Planning Strategy, as stated in the draft version 11, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

That Municipal Council give notice of its intention to adopt MODL By-law 045, the Hemford Forest Land Use By-law, as stated in the draft version 8, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

ORIGIN

The Planning Advisory Committee made the following 3 motions on February 25, 2021:

1. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 035A, the Amendments to the Municipal Planning Strategy (2021), as stated in Appendix A of the staff report dated February 25, 2021, and conduct First Reading of the same.
2. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 044, Hemford Forest Secondary Planning Strategy, as stated in the draft version 11, and conduct First Reading of the same.
3. That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 045, the Hemford Forest Land Use By-law, as stated in the draft version 8, and conduct First Reading of the same.

BACKGROUND

The Municipal Solicitor finished a legal review of the proposed By-laws 044 and 045 on February 25, 2021. From a strictly legal perspective, the solicitor reported no concerns.

Under Section 238 of the **Municipal Government Act**, the proposed Hemford Forest Land Use By-law will realistically be effective on March 18, 2021, which is a day after the date of the first publication of the notice of intention to adopt a land use by-law.

DISCUSSION

Some provisions in the proposed Hemford Forest Land Use By-law were discussed in detail at the Planning Advisory committee.

Section 28: watercourse buffer. The proposed distance of 10 metres was debated for its effectiveness. Staff responded that the effectiveness of watercourse buffer depends on many aspects, such as elevation, topography, soil type, susceptibility to erosion and vegetation.

The purpose of watercourse buffer is important in determining a buffer distance. In this case, the purpose is for erosion control, rather than flood mitigation. Eroded materials also play some roles – for example, controlling of sedimentation requires less buffer distance than phosphorus and nitrogen. For reference, the following buffer distances are used for other plan areas in the Municipality:

- Oakland, Princes Inlet, Riverport: 20 metres
- Hebbville: 14 metres
- Osprey Village: 7 metres

Section 37: shipping containers. Shipping containers were struck out from the list of prohibited structure for residential and commercial occupancy on July 27, 2020. While a concern around shipping containers being used as building materials existed because of their aesthetics, their negative impact should be mitigated by structural engineering and exterior design techniques.

Section 48: keeping of bees. A question arose for permitting an unlimited number of bees in residential areas. Staff responded that other provincial acts, such as the **Bee Industry Act** and the **Farm Practices Act**, should state the detailed regulations in terms of the appropriate number of beehives through licensing and inspection of the Department of Agriculture.

Section 51: home-based businesses. Home-based businesses are permitted in residential areas as long as the maximum floor area for the business is, if within a dwelling, one-third of the building floor area. The intention of size limit is to keep businesses as a secondary use to the residential use in a dwelling unit.

The phrase “if within a dwelling” in the aforementioned clause was added on August 4, 2020 to remove the floor area limit in accessory buildings. The residents were comfortable with business operations in a larger scale as long as the business is not a nuisance in a residential neighbourhood.

Section 52: Short-term rentals. The balance between the enjoyment of quiet neighbourhood and the rights to use a private property was the main reason for this proposed provision to permit short-term rentals (STRs) for only the full-time residents living near the rental unit. While limiting STRs to primary residences is common in residential areas of the major cities in Canada, a greater flexibility should be considered in rural areas to support rural tourism by allowing STRs in cottages and investment properties ([Halifax, 2020](#)).

WORK PLAN

If the Municipal Council approves the motions, the notice of intention to adopt the proposed by-laws will be publicized on March 17, 2021. A public hearing will be on April 13, 2021.

ALTERNATIVES

Municipal Council may defer or defeat a motion to conduct First Reading. The defeated by-law may be returned to the Planning Advisory Committee for reconsideration.

Department: Planning & Development Services

Report prepared by: Byung Jun Kang, Planner

Date: 2021-03-03

Report approved by: Jeff Merrill, Director

Date: 2021-03-02

Reviewed by CAO: Tom McEwan, Chief Administrative Officer

Date: 2021-03-04



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Planning Advisory Committee
SUBMITTED BY: Byung Jun Kang, Planner
DATE: February 25, 2021
RE: Hemford Forest Secondary Planning Strategy and Land Use By-law

RECOMMENDATIONS

That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 035A, the Amendments to the Municipal Planning Strategy (2021), as stated in Appendix A of the staff report dated February 25, 2021, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 044, the Hemford Forest Secondary Planning Strategy, as stated in the draft version 11, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

That the Planning Advisory Committee recommends to Council that the Municipal Council give notice of its intention to adopt MODL By-law 045, the Hemford Forest Land Use By-law, as stated in the draft version 8, and conduct First Reading of the same; and further, that Municipal Council gives notice of a Public Hearing on April 13, 2021 at 8:30 a.m. at the Council Chamber.

EXECUTIVE SUMMARY

Hemford Forest residents requested the Municipal Council to impose land use regulations in their community in September 2018. After 18 public meetings, the local Area Advisory Committee submitted a final draft of the planning documents to the Planning Advisory Committee for recommendation to Council. The planning documents conform to the new requirements under the **Municipal Government Act** and the **Minimum Planning Regulations**.

ORIGIN

A council resolution passed on October 9, 2018 as Item 11.2.1 states that:

Municipal Council direct staff to engage with the Hemford Forest Area Advisory Committee and commence a Plan Development process, in drafting the first Secondary Planning Strategy and Land Use By-law for Hemford Forest.

At a meeting on January 20, 2021, the Hemford Forest Area Advisory Committee passed the following recommendations:

Moved by Alan Tippett, seconded by Steve Gendron, that the Hemford Forest Area Advisory Committee recommend the Planning Advisory Committee to recommend Municipal Council to adopt the Hemford Forest Secondary Planning Strategy, as stated in the draft version 11. Motion passed unanimously.

Moved by Alan Tippett, seconded by Bruce Dickinson, that the Hemford Forest Area Advisory Committee recommend the Planning Advisory Committee to recommend Municipal Council to adopt the Hemford Forest Land Use By-law, as stated in the draft version 8. Motion passed unanimously.

LEGISLATIVE AUTHORITY

Municipal Government Act, subsection 216(1):

A municipal planning strategy may provide for the preparation and adoption of a secondary planning strategy which applies, as part of the municipal planning strategy, to a specific area or areas of the municipality.

INTRODUCTION

Hemford Forest is a 115-acre subdivision located east of Hirtle Lake in Hemford. On February 5, 2018, municipal staff received a petition with 26 signatures requesting for land use planning. After the public information sessions on June 13, 2018 and September 5, 2018, a plebiscite was conducted on September 22, 2018.

Planning plebiscites occurred before, such as the Dayspring plebiscite in 2002 and the Wileville plebiscite in 2016. However, this was the only time since the duration of MODL Policy 021 between 2001 and 2020 that a plebiscite result met the threshold of two-thirds in favour.

After 16 committee meetings and 2 public sessions in the last 20 months, the Hemford Forest Area Advisory Committee (AAC) presents the final draft of their Secondary Planning Strategy and the Land Use By-law before the Municipal Council and its Planning Advisory Committee.

BACKGROUND

The Hemford Forest planning documents may impact 0.026% of the land and 0.22% of the permanent residents in the Municipality, but they mean much more than its jurisdiction. Hemford Forest Secondary Planning Strategy and Land Use By-law are the first planning documents to comply with the minimum planning regulations introduced in 2020, to be drafted by residents since 1996, and to represent residential communities in the north of Highway 103.

Since the Province of Nova Scotia introduced new regulations regarding minimum planning, all municipalities must now include the policy statements that address the 5 provincial statements of interest and other topics mandated by the province. The planning documents for Hemford Forest capture all mandatory and recommended topics, unless they are not applicable. Even when a topic is not applicable to the local area, the AAC and the planning staff suggested alternative ways of addressing any concerns around the topic – an urban agriculture policy is a good example. Topics include watercourse buffers, wetlands protection, home-based businesses, secondary and backyard suites, and short-term rentals. These are the topics that may not be adequately addressed in other land use by-laws in the Municipality due to the changes in our society over the last couple of decades.

Planning documents gain more meaningfulness when local residents are involved in the entire process of drafting. Therefore, public engagement was emphasized for these particular planning documents, since this is the first plan adopted in an existing settlement since 1996, and the only plan initiated by plebiscite. For reference, the formation of the plan areas in the municipality is as follows:

1. Hebbville Plan Area, 1991
2. Oakland Plan Area, 1992
3. Blockhouse Plan Area, 1993
4. Riverport (then District 3) Plan Area, 1994
5. Princes Inlet Plan Area, 1996
6. Lunenburg Municipal Industrial Plan Area, 1999
7. Osprey Village Plan Area, 2006
8. Hemford Forest Plan Area, 2018

These secondary planning strategy and land use by-law have meaning beyond its jurisdiction. This is the first plan written for the community north of Osprey Village, and the only plan that reflects the existing rural characteristics of the northern part of our Municipality. Since the planning of the entire Municipality is underway through the MODL2040 project, these planning documents serve as up-to-date data regarding rural planning in our Municipality.

PLANNING PROCESS

All meeting minutes of Hemford Forest AAC are available for view at <https://engage.modl.ca/hemford-forest-planning>.

May 28, 2019 – The drafting of Hemford Forest Secondary Planning Strategy and Land Use By-law was influenced by the advice from Hemford Forest AAC members. The first AAC meeting was joined by 6 other public members, where the terms of reference, an introduction to planning, and the timeline for this planning process were discussed.

June 24, 2019 – A public visioning exercise was conducted to decide on the community vision for the next 20 years. The session was initiated by a planning co-op student who presented examples of vision statements in other municipalities in Canada. With more than 10 residents attending, the attendees were divided into 2 groups, where each group presented its vision statement. Overall, staff noticed similarity in both vision statements that the residents want to

1. maintain the current rural, country living and quality of life;
2. welcome more single-family dwellings and residential developments;
3. allow for small-scale businesses that fit with the existing residential environment;
4. sustain the current parks and boat launches.

As the consensus was for Hemford Forest to remain as a quiet retreat from urban settlement, but also to welcome development if it fits in with existing land uses, municipal staff crafted planning policy to balance those two wishes of the residents of Hemford Forest.

July 31, 2019 – The vision statement was confirmed as “Hemford Forest will continue to be a community that welcomes development consistent with residential use and that addresses concerns and meets desires of all residents. Development and land use planning will work to maintain the area’s rural character as a quiet escape from the urban environment, while aiming to preserve the quality of life for future generations of Hemford Forest residents.”

August 28, 2019; September 23, 2019; October 28, 2019 – The AAC members discussed about the policy statements to be drafted in the secondary planning strategy. Good discussions occurred about planning matters, such as yard sales, signage, floating houses, tiny homes, home-based businesses, care homes, clearcutting, and speed limit. While some matters are outside of the municipal jurisdiction, other matters authorized to be addressed by land use by-law were added as policy statements. The first draft of Hemford Forest Secondary Planning Strategy was complete by the end of 2019.

January 20, 2020; February 24, 2020 – The Hemford Forest Land Use By-law was structured to state standard procedures for development permits. It was emphasized that the planning documents are written in lay language so that any residents can understand planning.

March 16, 2020 – 30 minutes before the meeting, the Municipality declared to close its office for the time being due to the global COVID-19 Pandemic. A week later, the provincial [State of Emergency](#) was declared, and all AAC meetings were postponed due to the [Direction of the Minister](#). The direction was relaxed on [July 29, 2020](#).

July 22, 2020; August 4, 2020; August 18, 2020 – After the first wave of COVID-19 flattened, an AAC meeting was held virtually. The AAC reviewed the Land Use By-law clause by clause to correct any grammatical errors and unintentional provisions. The AAC determined that the Municipality is now ready to reach out to the public with the draft planning documents.

November 19, 2020 – A public information session was held between 3 p.m. and 7 p.m. to invite any residents by appointment only to ask questions regarding the proposed planning documents. Before the session, municipal staff issued a newspaper notice on October 19, 2020, sent out information brochures and letters as direct mail to all the residents, made a Facebook post and a dedicated webpage on the [EngageMODL website](#). 20 full copies of the planning documents were also distributed at the Hemford Forest Property Owners Association Annual General Meeting on November 22, 2020. Other than receiving a few calls for general inquiry and clarification, no feedback was received from the public, and no one attended the session except for the AAC members.

December 14, 2020; January 13, 2021; January 20, 2021 – After public feedback, the draft planning documents were finalized and recommended to the Planning Advisory Committee. One significant change was to reduce watercourse buffer from 20 metres to 10 metres.

DISCUSSION

Main points of interest in the Hemford Forest Land Use By-law include:

Sections 10-19 (Development Permits). All major developments will require a development permit as part of the building permit process. Non-major development includes small structures, decks, patios, short fences, and some signs – see Section 11 for detail.

Sections 20-22 (Planning Applications). A resident may request for variance and amendment to the Land Use By-law. For a rezoning or a by-law amendment, a notice must be distributed to those landowners within 300 metres of the lot boundary of the proposed site.

Section 26 (Grandfathering). All structures and land uses existed before the first notice of adopting this By-law may continue to exist even if they violate the proposed By-law. The expansion of a grandfathered structure is also permitted as long as the newly added portion does not violate the By-law.

Section 27 (Wetlands). Development within a wetland is prohibited without an approval from Nova Scotia Environment, unless a qualified person determines that the wetland does not exist. Residents recognize the importance of wetlands as a natural purifier of water.

Section 28 (Watercourse Buffer). All new development is prohibited within 10 metres of watercourses, which include Hirtle Lake, the wetland in the centre of Hemford Forest subdivision, and the stream from a culvert on Upper Branch Road to the lake via the wetland. Since Section 26 applies, the existing structures are exempted from these regulations. Despite a 15-metre buffer specified in their restrictive covenants, the buffer was never implemented. While recognizing the importance of keeping the lake clean, it was balanced with the right to develop their properties.

Section 29 (Excessive Slope). If the slope is at 20% or steeper, an erosion control is required.

Section 30 (Outdoor Wood Furnace). An outdoor wood furnace is prohibited due to pollution.

Sections 31-33 (Signs). A resident may have 1 fascia sign on their lot. Some signs are exempted from this requirement, such as signs for civic addressing and sale of property. Residents want relatively strict regulations on signage.

Sections 34-36 (Accessory Structures). Structures accessory to a main building may be built by following the same regulations as the main building. A storage structure is permitted without a main building if it is used for storing materials during construction of the main building.

Section 37 (Habitation in a Vehicle). A vehicle cannot be used for living or conducting business unless it is a camper or recreational vehicle staying less than a month or during construction. Residents specified that vehicles should be intended for temporary uses, not permanent uses.

Sections 47-49 (Urban Agriculture). A resident may raise bees and up to 6 hens per lot. All other animals are prohibited. This is to promote food security and locally sourced food.

Section 50 (Additional Dwelling Unit). A resident may have one secondary suite (i.e. a basement unit) or backyard suite (i.e. granny suite, Bunkies), in addition to their main dwelling. Additional unit may be used for aging parents, grown-up children, or as rental units.

Section 51 (Home-based Business). A resident may operate a business in a home that they live in, as long as it is limited to personal service, professional service, crafting, studio or office uses, and it is not nuisance to their residential neighbours. As long as a business is relatively unnoticeable, residents do not wish to restrict business activities.

Section 52 (Short-term Rentals). A resident may host a short-term rental like Airbnb, as long as they live in that house or are a full-time resident of Hemford Forest. While respecting the right to use a property to gain income, short-term rentals should be balanced with responsibilities.

Section 53 (Wind turbines). A wind turbine shorter than 23 metres and generating less than 10 kilowatts is permitted. This is to promote clean energy, along with solar panels and geothermal.

Section 54 (Yard Sale). A resident may host a yard sale up to 4 times a year.

Flood Risk Areas. Municipality is currently mapping the entire jurisdiction to identify all lands that has more than 1% chance of flooding in a year. Once complete, new regulations will be introduced to restrict developments in the Flood Risk Areas as directed by the Province.

PROVINCIAL REQUIREMENTS

As mandated under the **Municipal Government Act** and the **Minimum Planning Regulations**, the policy statements on Table 1 must be included in the Secondary Planning Strategy.

Table 1		
MGA (2019) Authority	Provisions	✓
s. 212(4)(a)	Must be reasonably consistent with every statement of provincial interest. (Note: there are no infrastructure and drinking water sources. Flood risk policies will follow in the MODL2040 project.)	✓
s. 214(1)(a)	Must include the objectives of the municipality in respect of its physical, economic, and social environment.	✓
s. 214(1)(b)	Must include the future use, management, and development of lands within the plan area.	✓
s. 214(1)(c) & s. 220(5)	Must include the implementation and administration of the secondary planning strategy (see subsection 220(5) for detail).	✓
	Must include the mandatory review period of at least 10 years of the secondary planning strategy.	✓
	Must include its implementing land-use by-law and the extent to which the objectives set out in the municipal planning strategy are achieved.	✓
s. 214(1)(d)	Must include the engagement by the municipality with abutting municipalities when amending the municipal planning strategy or adopting a new municipal planning strategy to replace the existing one. (The plan area is located on inland areas.)	✗
s. 214(3) & Reg. s. 3(1)	Must contain a discussion of the background and contextual information that informed the goals and objectives of the secondary planning strategy.	✓
	Must contain a Generalized Future Land Use Map	✓
	Must contain statements of policy with respect to the lands subject to a secondary planning strategy in relation to:	✓
	• residential uses	✓
	• commercial and industrial uses (via home-based businesses)	✓
	• institutional uses (via daycares and senior homes)	✓
• recreational facilities and public open spaces, and	✓	
• where applicable, resource uses. (via urban agricultures)	✓	

Note: The following marks indicate the status of each policy statement:

✓: included in a planning document. ✗: not applicable.

WORK PLAN

The following table describes the work plan for the adoption of By-laws 035A, 044 and 045.

Legislative Authority	Work Performed	Actual Date
Municipal Government Act , subsection 200(4)	Planning Advisory Committee presentation	February 25, 2021
Municipal Government Act , subsection 205(2)	First reading of the Council	March 9, 2021
Municipal Government Act , subsection 206(2)	First notice of public hearing published on a newspaper at least 14 days before the hearing	March 17, 2021
Municipal Government Act , subsection 206(5)	Notice to the abutting municipalities (Annapolis, Kings, Queens) of adoption	March 17, 2021
Municipal Government Act , subsection 206(1)	Second notice of public hearing published on a newspaper 7 days after the first notice of public hearing	March 24, 2021
Municipal Government Act , subsection 205(3)	Public Hearing	April 13, 2021
Municipal Government Act , subsections 205(2), (6) and (8)	Second Reading of the Council and the consideration of submissions	April 13, 2021
Municipal Government Act , subsection 208(2)	Notice of adoption from Municipal Clerk to the Minister of Municipal Affairs and Housing	April 15, 2021
Municipal Government Act , subsection 208(4)	Approval of the Provincial Planning Director or Notice of Subjectivity to the Ministerial Approval	TBD
Municipal Government Act , subsection 208(6)	Approval or Denial of the Minister of Municipal Affairs and Housing	TBD
Municipal Government Act , subsections 208(7) and (8)	Notice of adoption published on a newspaper	TBD

ALTERNATIVES

The planning advisory committee may defeat a motion to recommend the final draft of Hemford Forest Secondary Planning Strategy and Land Use By-law, then return the draft to the Hemford Forest Area Advisory Committee for review.

The planning advisory committee may also recommend the municipal council to adopt the planning documents with suggested amendments.

CONCLUSION

These planning documents have meanings beyond Hemford Forest. The discussions around planning matters over the last 2 years will be likely to be brought up again in other 134 communities in our municipality. Rural planning has different challenges than in urban planning, and this planning process was an excellent insight as to how the MODL2040 project may unfold over the next couple of years.

APPENDICES

Appendix A: By-law 035A (Amendments to the Municipal Planning Strategy (2021))

Appendix B: By-law 044 (Hemford Forest Secondary Planning Strategy)

Appendix C: By-law 045 (Hemford Forest Land Use By-law)

Department: Planning & Development Services

Report prepared by: Byung Jun Kang, Planner

Date: 2021-02-04

Report approved by: Jeff Merrill, Director

Date: 2021-02-17

Municipality of the District of Lunenburg

BY-LAW

Title: Amendments to the Municipal Planning Strategy (2021)	
By-Law No. 035A	Legislative Authority: Municipal Government Act , subsection 216(1)
Effective Date: May 26, 2021	Amended Date: N/A

Hemford Forest Plan Area

- 1 By-law 035, the Municipal Planning Strategy, is amended by adding immediately after Section 12.8 the following Section:

12.9 HEMFORD FOREST

On April 13, 2021 Municipal Council approved a Secondary Planning Strategy and Land Use By-law for Hemford Forest Plan Area, following a plebiscite conducted on September 22, 2018 to regulate land use planning.

- 12.9.1 It is the policy of Council that the Secondary Planning Strategy for Hemford Forest as approved by Municipal Council is incorporated into this Municipal Planning Strategy for the Municipality as a Secondary Planning Strategy.

Plan area map

- 2 By-law 035 is further amended by striking out Map 1 created in January 2018 and substituting the map in Schedule A.

Annotation for Official By-law Book

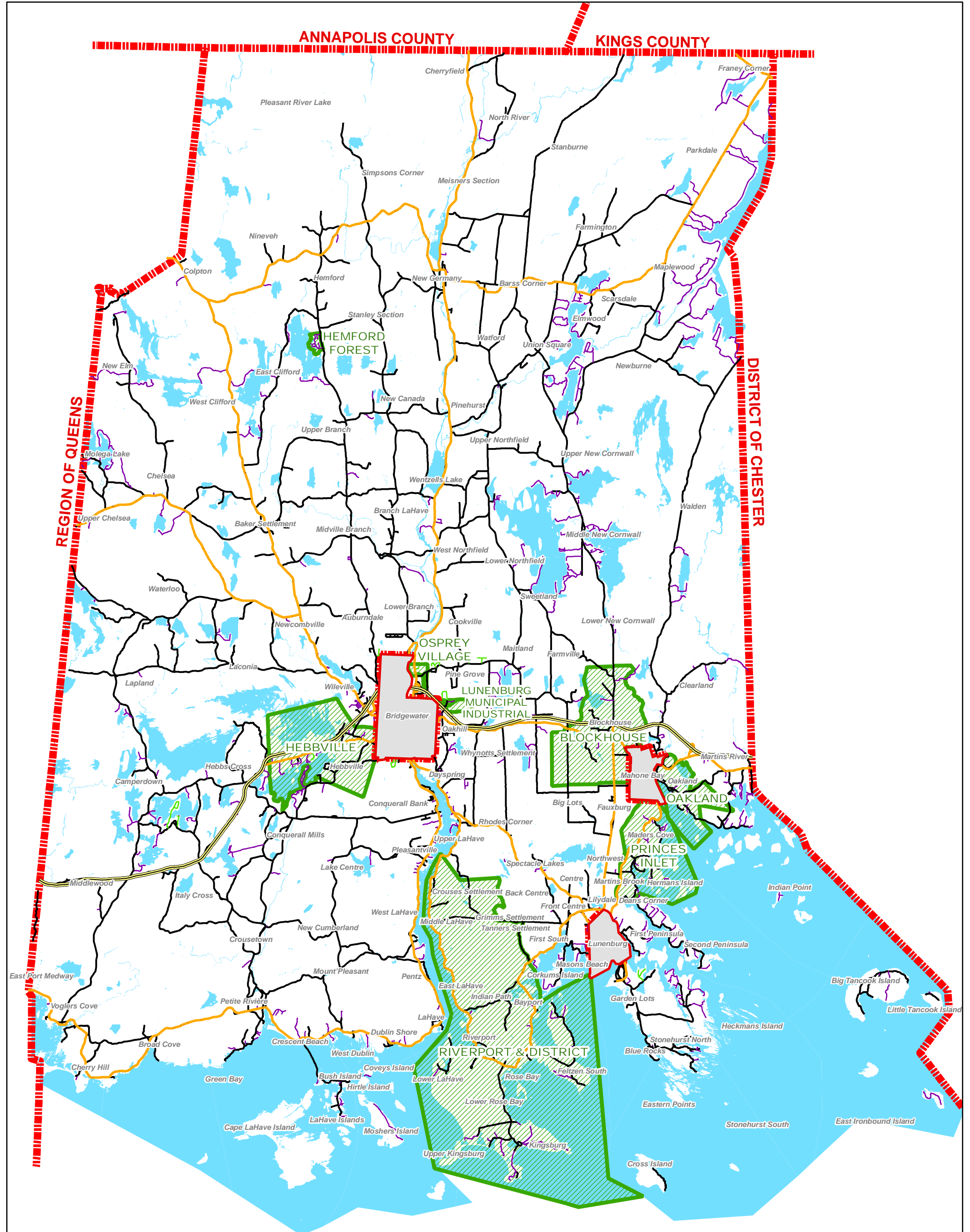
Date of Adoption	April 13, 2021
Date of First Reading	March 9, 2021
Date of Advertisement of Notice of Intent to Consider	March 17, 2021
Date of Second Reading	April 13, 2021
Date of mailing to Minister a Certified copy of By-law	April 16, 2021
*Date of advertisement of Passage of By-law	May 26, 2021

*Effective Date of the By-law unless otherwise specified in the text of this By-law

I certify that this “Municipal Planning Strategy” was adopted by Council and published as indicated above.

Sherry Conrad, Municipal Clerk

Date

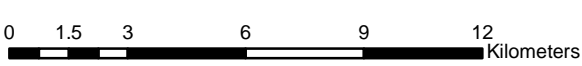


MUNICIPALITY OF THE DISTRICT OF LUNENBURG

**Municipal Planning Strategy
MAP 1: Land Use Control**

- Towns Not Within the Municipality
- Areas With Zoning

- Highway 103 (Provincial)
- Collector Road (Provincial)
- Provincial Road
- Municipal Road
- Private Road
- Municipal Line
- Waterbody



1:192,000



Sources: Municipality of the District of Lunenburg, Service Nova Scotia & Municipal Relations October 2019

Municipality of the District of Lunenburg



Hemford Forest Secondary Planning Strategy (MODL By-law 044)

DRAFT version 11.0
2021-01-15

**Municipality of the District of Lunenburg
BY-LAW**

Title: Hemford Forest Secondary Planning Strategy	
By-Law No. 044	Legislative Authority: subsection 216(2) of the Municipal Government Act
Effective Date: May 26, 2021	Amended Date: N/A

Annotation for Official By-law Book	
Date of Adoption	April 13, 2021
Date of First Reading	March 9, 2021
Date of Advertisement of Notice of Intent to Consider	March 17, 2021
Date of Second Reading	April 13, 2021
Date of mailing to Minister a Certified copy of By-law	April 16, 2021
*Date of advertisement of Passage of By-law	May 26, 2021
*Effective Date of the By-law unless otherwise specified in the text of this By-law	
I certify that this “Hemford Forest Secondary Planning Strategy” was adopted by Council and published as indicated above.	
_____	_____
Sherry Conrad, Municipal Clerk	Date

Acknowledgements

The Council of the Municipality of the District of Lunenburg (“Municipality”) recognizes the many residents and stakeholders who shared their visions and thoughts for Hemford Forest throughout the community engagement process of developing this Planning Strategy.

Municipal Council would also like to recognize the input of the following members of the Hemford Forest Area Advisory Committee devoted to the development of the Hemford Forest Secondary Planning Strategy and Land Use By-law:

- George Bell, Chair
- Bruce Dickinson, Vice Chair
- Alan Tippett, Secretary
- Steve Gendron, Member
- Cathy Moore, District 5 Councillor
- Bill MacDonald, Honorary Member

Planning Staff:

- Jeff Merrill, Director of Planning & Development Services
- Byung Jun Kang, Planner
- Norma Schiefer, Development Officer
- Melissa Deveau, Planning Technician

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Appendix

Map 1 – Generalized Future Land Use Map	
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DRAFT

Hemford Forest Secondary Planning Strategy

Part 1 Vision

In February 2018, the Municipal Council received a petition from residents of the Hemford Forest subdivision, requesting the Municipality to conduct a plebiscite on land use planning in their community. After two public information sessions, the Plebiscite was held on September 22, 2018. The result was in favour of land use planning.

Because Hemford Forest is the only plan area in the Municipality formed by plebiscite, municipal staff focused on reflecting common desires of the residents. The first step of drafting this Secondary Planning Strategy is to have a clear vision of the community. All policy statements and by-law provisions are drafted based on the community vision and its intention, so that they are functional and applicable at the local setting.

The last plan area created in the Municipality was in 1997. Since a new provincial regulation on the mandatory planning is in effect as of December 2019, a new standard was followed so that this Secondary Planning Strategy is future-oriented and innovative. The work dedicated to this planning process may also be used as a foundation to developing first-ever municipal-wide planning documents in the future.

1-1 Community profile

Hemford Forest is a residential subdivision built in 1971 on the eastern shore of Hirtle Lake. 50 of the 104 lots are developed, 35 of which are deemed as dwelling units occupied by full-time residents. Statistics Canada's 2016 [Census of Disseminations Area 12060081](#), which contains Hemford Forest, shows that the majority of the community is occupied by one- or two-person households with the median age of 52.9 years, who are living in a two- or three-bedroom house. For more than half of those commuting, their destination is either the Town of Bridgewater or Osprey Village.

1-2 Vision

A workshop was held on June 24, 2019 for the public to come up with its own vision of the community. The following vision statement serves as a guide for the next 20 years.

- 1 (1) Hemford Forest will continue to be a community that welcomes development consistent with residential use while addressing concerns and considering impacts to all residents.
- (2) Development and land use planning will work to maintain the area's rural character as a quiet escape from the urban environment, while aiming to preserve the quality of life for future generations of Hemford Forest residents.

1-3 Objectives

A vision must be accompanied by objectives, so its implementation is measurable once the community conducts a plan review in the future and evaluates its achievement level.

2 The objectives of the Municipality in respect of its

- (a) **physical environment** is to control proposed developments in a manner that will protect or enhance the natural environment;
- (b) **economic environment** is to allow for the development of a range of residential and commercial uses that are consistent with the existing rural aesthetics and local economic development; and
- (c) **social environment** is to control land use that will minimize conflicts, to provide for an attractive rural residential environment, and to hear public input on large-scale developments.

Furthermore, one of the goals of these planning documents is for any person, regardless of their knowledge of law, should be able to understand the provisions stated in this Secondary Planning Strategy and its implementing Land Use By-law.

1-4 Statement of Provincial interest

Subsection 198(1) of the **Municipal Government Act** states that all planning documents must be reasonably consistent with the statements of provincial interest. The statements include drinking water, flood risk areas, agricultural land, infrastructure, and housing. Because there are no municipal water supply or wastewater service to the Plan Area, this Planning Strategy considered the following Statements of Interest.

Flood risk area. Environmental requirements such as watercourse buffer, erosion control measures, and wetland protection provisions are in place in relation to the development of land. Developments in a flood risk area, once identified, are to be regulated.

Agricultural land. Although most of the Plan Area is comprised of existing residential areas, this Planning Strategy provides alternative options for growing food. Allowing the raising of residentially compatible animals, such as hens and bees, promotes urban agriculture, food security, and social aspects of the community.

Housing. With the limited number of developments in this Plan Area, providing the housing opportunity may be challenging. However, this Planning Strategy permits additional dwelling units in low-density residential buildings, such as secondary suites and backyard suites, as stated in Part 5, so that the increase in density is possible without disrupting the existing residential environment. Group homes are also permitted in a residential zone and treated consistent with their residential nature. Manufactured housing and tiny homes are also treated equally as site-built homes.

Part 2 Designations & Zones

Land use designations indicate the general direction of development in an area.

2-1 Residential designation

A residential designation encompasses an area that requires the protection of residential neighbourhoods and healthy living environment. The designation may be comprised of low-rise, mid-rise, and high-rise residential uses, as well as the uses that are supportive of residential uses. Residential development is the most prominent land use in the Plan Area.

3 The Land Use By-law must establish the development regulations in the Residential Designation.

2-2 Low density residential zone

This zone is applied to protect the living environment of an area comprised of detached houses.

- 4**
- (1)** The Land Use By-law must establish a “low density residential” (hereinafter referred to as “R-1”) zone within the residential designation.
 - (2)** Subject to subsection (3), the Land Use By-law must, in the R-1 zone, permit low density residential use, such as a detached dwelling unit and its accessory structures and uses.
 - (3)** The Land Use By-law must, in the R-1 zone, permit additional dwelling units.
 - (4)** The Land Use By-law must, in the R-1 zone, permit park, open space, recreational, horticultural, and urban agriculture uses.
 - (5)** The Land Use By-law must, in the R-1 zone, permit home-based businesses and other commercial uses that are supportive of, and at a scale compatible with, residential neighbourhoods.

2-3 Public designation

A public designation encompasses an area that includes institutional buildings, public service buildings, recreational facilities, and public open spaces.

5 The Land Use By-law must establish the development regulations in the public designation.

2-4 Park and open space zone

This zone is applied to an area required for the acquisition of open spaces in urban areas, the prevention of urban sprawl, and the future consideration of urban reserves.

- 6**
- (1)** The Land Use By-law must establish a “park and open space” (hereinafter referred to as “P”) zone within the public designation.

- (2) The Land Use By-law must, in the P zone, permit park, open space, and recreation uses and their accessory structures.

2-5 Transportation and utility zone

This zone is applied to reserve a space for a right-of-way, an access point to landlocked or water properties, or the placement of infrastructure for the transportation of people, goods, and services.

- 7 (1) The Land Use By-law must establish a “transportation and utility” (hereinafter referred to as “T”) Zone within the public designation.
- (2) The Land Use By-law must, in the T zone, must permit public and private utilities, transportation uses, and outdoor recreational uses.

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Part 3 Land Development

3-1 Development permit exemption

Unless exempted by this Section, all development within the plan area requires a development permit before it is allowed to commence. If the development meets all the applicable requirements of a land use by-law, it is considered as an as-of-right development.

8 The Land Use By-law may exempt the development permit requirement for the following developments:

- (a) minor accessory structures under a certain size or height;
- (b) short-term rentals and temporary uses;
- (c) minor signs;
- (d) public infrastructure of government agencies and utility companies.

3-2 Variance

A development officer may allow for minor exceptions to the development permit process due to a specific situation of certain properties. This is to mitigate difficulties experienced from unintentional consequences of policy statements. However, variances are limited to those mandated by the **Municipal Government Act** in order to keep consistency throughout the Land Use By-law.

9 The Land Use By-law must grant a variance in one or more of the terms stated under subsection 235(1) of the **Municipal Government Act** in land use by-law requirements.

3-3 Site-plan approval

Site-plan approval is a development tool used to regulate site and building design. All or part of Plan Area may be designated as a Site-Plan Approval District, and a permit is not issued for a development in the district unless the class of use is exempt from site-plan approval, or the development conforms to the design requirements set out in a land use by-law.

Site-plan approvals are relevant in certain locations and for certain uses. This tool is used to control designs of structures in heritage districts, downtown business districts, and land-leased communities, where aesthetics is one of the most important considerations to the approval of development. However, low-density dwellings are typically exempted from a site-plan approval process.

10 The Land Use By-law must not designate a site-plan approval district.

3-4 Development agreement

A development agreement is a contract between a landowner and the Municipality regarding land development. Similar to a site-plan approval, a development agreement is used to ensure that a site is developed in a particular manner. Municipality imposes restrictions on land use using a development agreement, such as parking, landscaping, operating hours, fencing, tree preservation, and other amenities to ensure that the potential conflict with adjacent land use is addressed adequately. Due to its power to impose restrictions on certain land uses, a development agreement is mainly used for permitting uses that may not be compatible with the Land Use By-law.

A development agreement may be mandated based on location by designating a Comprehensive Development District or based on land use by listing a certain use as “permitted under development agreement” in a zone.

Before approval, the Municipality must consider different aspects of the proposed development stated in the Municipal Planning Strategy, such as its impact on traffic, noise, light, environment, drainage, pollution, and adequacy of municipal services.

- 11** The Land Use By-law must not designate Comprehensive Development Districts or land uses requiring a development agreement.

3-5 Rezoning

Rezoning is a change of land use in a lot. Rezoning may change the permitted density or the type of land use. Similar to a development agreement, the Municipality must consider different aspects of the proposed development stated in the Municipal Planning Strategy before rezoning approval by Council. The process of rezoning is the same as adopting a planning document, which requires a public participation process under MODL Policy 066.

- 12** After considering planning matters and the impact of a proposed development on the community as set out in Section 14, the Municipality may, by amending the Generalized Future Land Use Map in this Planning Strategy or the Zoning Map in the Land Use By-law, permit the rezoning of land designated as
 - (a) the R-1 zone into the P and the T zones;
 - (b) the P zone into the T zone; or
 - (c) the T zone into the P zone.

3-6 Site-specific amendment

A special clause around a certain lot may be included in the Planning Strategy and in the Land Use By-law. Typically, a site-specific amendment is used to make exemptions to the certain lot due to extraordinary conditions. Therefore, policies and provisions created through the site-specific amendment process only apply to the lot in question.

Because new clauses are added to the Planning Strategy and in the Land Use By-law, a site-specific amendment follows the same process as adopting a planning document. Like development agreement and rezoning processes, a site-specific amendment process also involves a public participation process.

- 13** After considering planning matters and the impact of a proposed development on the community as set out in Section 14 of this Planning Strategy, a policy statement and its provision may be written specific to a lot by indicating its parcel identifier (PID) in this Planning Strategy, the Land Use By-law, and their applicable maps identifying land use designations and zones.

3-7 Amendment considerations

As required by the **Municipal Government Act**, the processes of development agreement, rezoning, and site-specific amendments require considerations of planning matters and the impact of proposed development to the community.

- 14** Before the approval of a development agreement, rezoning, and an amendment to this Planning Strategy or to the Land Use By-law, the Municipality must consider the following matters:
 - (a) the proposal is consistent with all applicable policies and the intention of this Planning Strategy and the municipal Subdivision By-law;
 - (b) the proposal is listed as a permitted use subject to a development agreement, allowed to be rezoned, or requested as a site-specific amendment;
 - (c) for rezoning,
 - (i) the planning implications of the proposed use, and other uses that are permitted in the requested zone, and
 - (ii) the proposal meets the identified requirements of the Land Use By-law for the zone that is being sought;
 - (d) the proposal conforms with specific policies regarding natural environment in Part 4 of this Planning Strategy, such as

- (i) its suitability regarding grades, soils, geological conditions, location of watercourses, flood risk areas, wetlands, and susceptibility to natural or artificial hazards that could present a health risk, as determined by a qualified person,
- (ii) its generation of pollution in the forms of noise, dust, radiation, odours, liquids or light to the air, water, or ground, so as to create an excessive nuisance or health hazard for adjacent properties or for residents in the immediate vicinity,
- (iii) its structural integrity against weather and climate, such that the appearance of structures complements the natural surroundings or is consistent with the existing built environment found in the community,
- (iv) any other policies considering the natural environment;
- (e) the proposal conforms with specific policies regarding the Land Use By-law implementation in Part 8 of this Planning Strategy, such as yard requirements, signage, parking, landscaping, outdoor storage, and lighting;
- (f) the proposal conforms with specific policies regarding financial matters, such as the financial ability of the Municipality to absorb costs related to the development;
- (g) the proposal conforms with specific policies regarding infrastructure in Part 7 of this Planning Strategy, such as the adequacy, increase in demand, and decrease in supply or quality of municipal services, including water, sewer, transportation, emergency response, and recreation;
- (h) the proposal does not have a negative impact on adjacent properties due to hours of operation;
- (i) the proposal includes parking areas, loading areas and driveways that are hard surfaced or otherwise surfaced with stable materials to prevent dust from blowing into adjacent properties, and allow for adequate drainage and snow removal;
- (j) all other matters of planning concerns are addressed.

3-8 Subdivision of land

A landowner may have to subdivide a lot, consolidate multiple lots, or adjust the lot boundaries before development. All matters in relation to changes in lot boundaries are regulated by the Municipal Subdivision By-law, instead of the Land Use By-law.

- 15 [The municipal Subdivision By-law](#) applies in the Plan Area and, subject to applicable requirements in the Land-Use By-law, any lot that has been created through subdivision approval may be used for a development that is permitted in the zone where the lot is located.

3-9 Non-conforming uses and structures

All buildings in Hemford Forest built before 2021 were built without zoning provisions and may not conform to the Land Use By-law. Since a substantial built environment exists in the Plan Area, special provisions shall be made to allow for the relaxation of the restrictions for the extension, enlargement, and alteration of non-conforming structures, as permitted under subsection 242(1) of the **Municipal Government Act**.

- 16 The Land Use By-law may relax the restriction, as stated in the **Municipal Government Act**, in all zones to allow the extension, enlargement, alteration or reconstruction of a non-conforming structure if the extension, enlargement, alteration or reconstruction does not further worsen any nonconformity with the Land Use By-law.

Part 4 Natural Environment

4-1 Wetland ecosystem protection

Wetlands act as nature’s water purifiers by effectively absorbing and breaking down contaminants and preventing contaminants from entering surface water and groundwater supply. Wetlands can stabilize surface water levels and reduce soil erosion and sedimentation.

To be consistent with the Nova Scotia [Wetlands Conservation Policy](#), Municipality recognizes that the development permit process may be linked with relevant provincial departments, where any proposed development in the Plan Area may be in a wetland.

The information regarding wetland location within the Municipality is identified in the Nova Scotia [Wetlands Vegetation and Classification Inventory](#). This Inventory is maintained by the provincial Department of Lands and Forestry. Municipality also recognizes that Nova Scotia Environment officials are identified as the principal agents in determining the specific location of local wetlands, and their regional offices oversee any proposed wetlands alterations approval process.

- 17 (1)** The Land Use By-law must regulate development within
- (a) those wetlands identified by the Nova Scotia Department of Lands and Forestry on the Wetlands Vegetation and Classification Inventory; and
 - (b) the land on the wetland boundary lying to landward immediately adjacent to the land described in clause (a).
- (2)** The Land Use By-law must prohibit any proposed development activities within the lands in subsection (1) until confirmed by the Province that the proposed development is consistent with the provincial enactments and any approval process if necessary.

4-2 Flood risk reduction

This subpart may be added in the future once the flood risk areas have been identified and ready for public consultation.

4-3 Watercourse buffer

Municipality recognizes that a development near or on watercourses has the potential to impact water quality through surface runoff, and to alter the soils and vegetation found immediately adjacent. A riparian buffer, which is an area near streams, rivers, or lakes, needs to stay in its natural state so the community can be provided with environmental benefits. By restricting where a proposed development may be located with respect to a significant watercourse, the Municipality improves the chances of such lands remaining in a natural state.

Retaining a portion of natural vegetation along identified watercourses achieves several functions, on top of controlling the potential impacts of erosion and sedimentation. Vegetated buffers are aesthetically pleasing, can help moderate air and water temperatures, filter noise and air pollution, reduce runoff, and provide wildlife habitat corridors near to water resources.

However, this policy statement must be balanced with the development rights of individual landowners and the existing settlement pattern in the Plan Area. While the restrictive covenant for the Hemford Forest subdivision in 1970s stated that the lake front lots shall have a minimum setback from the lakeshore of 50 feet (15¼ metres), this provision was not enforced. Also, some of the lots are irregularly shaped to the point where a development is not feasible after applying all setback and buffer requirements, effectively preventing the use of those lots. For these reasons, the Land Use By-law contains provisions to ensure that proposed developments are set back horizontally from the watercourses in the Plan Area.

- 18** **(1)** Subject to subsections (2) and (3), the Land Use By-law must regulate development in the watercourse buffer, which is the prescribed area of land, including land covered by water, on the shore
- (a) lying to the waterward of the ordinary high-water mark; and
 - (b) lying to landward immediately next to the land described in clause (a).
- (2)** Within the watercourse buffer, the Land Use By-law may permit development to
- (a) the uses dependent on the accessibility to water;
 - (b) those exempted from applying for a development permit; and
 - (c) minor uses for transportation and utilities.
- (3)** Within the watercourse buffer, development must be subject to erosion control standards, including the infilling, excavation, and removal of vegetation.

4-4 Stormwater management and erosion control

In general, soil is susceptible to erosion, especially when found in areas of steep slopes. The Municipality requires development control standards, including the retention or replantation of natural vegetation, to minimize erosion and sedimentation from development in identified areas of steep slope.

- 19** **(1)** The Land Use By-law must regulate development in the land with excessive slope.
- (2)** Within the land in subsection (1), development must be subject to erosion control standards and landscaping requirements to minimize erosion.

Part 5 Social Aspects

5-1 Urban agriculture

Healthy dietary choices are associated with a higher life expectancy and a lower chance of chronic diseases. Access to healthy food is receiving higher interest as a way of improving nutrition, and those areas with lack of access to healthy food are referred to as food deserts. Typically, a 30-minute one-way drive to a supermarket is used as a threshold distance for rural food deserts. While rural dwellers are expected to have access to transport, some may not.

Hemford Forest is located 22 km (a 21-minute drive) from the nearest supermarket in Bridgewater, and 18 km (a 17-minute drive) from the nearest grocery store in New Germany. Although the Plan Area does not meet the definition of food deserts, obtaining affordable, good-quality, fresh food without a vehicle may be challenging. One method of enhancing food security is to permit a microscale agricultural use as an accessory use. The Municipality wishes to allow growing food in non-rural zones at a compatible scale to adjacent properties.

- 20** The Land Use By-law must permit the production, processing, and distribution of food at a scale appropriate to the nearby land uses, including
- (a) accessory keeping of bees and hens in the R-1 zone;
 - (b) horticultural uses in the R-1 and P zones;
 - (c) processing of urban agricultural products as an accessory use to an urban agricultural use; and
 - (d) the sale of urban agricultural products grown or produced on-site as an accessory use to an urban agricultural use.

5-2 Additional dwelling units

Additional dwelling units to low density residential buildings, such as secondary suites and backyard suites, provide an efficient method of promoting hidden density, affordable housing, and intergenerational living with privacy. Typically, they are constructed as residential units for aging parents, adult children, or rentals to the general public.

A secondary suite is a self-contained living accommodation for additional persons living together as a separate single housekeeping unit, in which both food preparation and sanitary facilities are provided for the exclusive use of the occupants of the suite, located in and subordinate to a dwelling unit.

A backyard suite is a second residence that is in a building located behind or beside the primary residence. They are sometimes referred to as laneway houses, carriage houses, garden suites, garage suites, granny suites, and Bunkie.

- 21** The Land Use By-law must enable a mix of housing opportunities for a range of social and economic needs in the local housing market and promote aging in place by permitting additional dwelling units.

5-3 Out-of-home care

Out-of-home care such as childcare, elderly care, and special care is critical for long-lasting social and economic benefits for the members of a community. While out-of-home care may be classified as institutional uses, they are relatively compatible to residential uses. Some facilities are essentially single detached homes, and this Planning Strategy must treat these facilities consistent with their residential nature, as mandated by the Province.

- 22** The Land Use By-law must permit, in the R-1 zone, daycares as defined in the [Day Care Act](#) and its [Regulations](#).
- 23** The Land Use By-law must permit, in the R-1 zone, homes for special care as defined in the [Homes for Special Care Act](#) and its [Regulations](#).

Part 6 Economic Development

The Municipality intends to grow the local economy by promoting entrepreneurship, fostering innovative industry, and diversifying business types. Job creations are important in population growth, as well as the retention of the youth with opportunities to prosper in our community. With the introduction of a Hybrid Fibre network in Hemford Forest, the community is more attractive to those desiring to work remotely.

6-1 Home-based businesses

With the COVID-19 Pandemic affecting the traditional way of living for people around the world in 2020, remote working became more important. The benefits of working from home include reducing the burden of small business owners from high commercial rent, and also reducing traffic congestion by providing an alternative to commuting to employment centres.

Other municipalities in Canada limit home-based businesses as a secondary use to the residential use in a dwelling unit or accessory structure, and the use may not change the character of the residential structures. Considering that, the Land Use By-law includes a list of home-based businesses for which a development permit is required.

- 24** The Land Use By-law may permit business developments that are compatible with the residential use in the R-1 zone.

6-2 Short-term rentals

Typically, the vacationing and travelling public stays in a tourist accommodation, such as hotels, motels, bed-and-breakfasts, inns, resorts, overnight cottages, and cabins. Province repealed the **Tourist Accommodations Act** and replaced it with the [Tourist Accommodations Registration Act](#) on April 1, 2020. The purpose of the new Act is to reduce red tape by replacing licensing requirements with registration requirements. The registration is exempted for those who host accommodations in their primary residence – where you live as an owner or tenant, and receive bills, identification, taxes, and insurance.

While the intention is to grow the tourism sector, the increasing number of short-term rental accommodations may have a negative impact on the long-term rental market and adjacent properties. Municipality wishes to balance economic growth and maintenance of residential characteristics for existing residents. Under the new Act, municipalities may adopt separate by-laws or zoning controls to regulate or prohibit short-term rentals in their jurisdictions.

- 25** The Land Use By-law must prohibit short-term rentals in all zones, unless the host lives in proximity to the short-term rentals for effective management and prompt responses.

Part 7 Infrastructure

7-1 Wind energy

To be consistent with the [Provincial Renewable Energy Standard 2020](#), which sets a goal of increasing the share of renewable electricity to 40% of total electricity produced, the Municipality encourages the installation of alternative energy source. In Nova Scotia, wind already produces 19% of the electricity.

Considering the dominant low-density residential use in the plan area, Municipality also wishes to reduce any possible land use conflicts. Under the [Environmental Assessment Regulations](#), all wind energy projects over two megawatts in size must undertake a provincial Environmental Assessment with the Department of Environment. Municipality considers those wind energy projects below the size threshold as a small-scale project that is compatible to residential uses.

- 26** Subject to Section 27, the Land Use By-law must permit renewable energy production in all zones.
- 27** The Land Use By-law must establish, in the R-1 and P zones, wind energy requirements to control height, scale, access, setback, and separation distances of such energy generating facilities, subject to the generation capacity, thereby addressing operational needs, safety concerns, and the mitigation of impacts to adjacent properties.

7-2 Outdoor wood furnace

Wood burning is a significant source of domestic heat in rural communities, as wood is traditional, renewable, and affordable. However, incomplete combustion emits air pollutants, which has serious health and environmental impacts. In other Canadian municipalities, an outdoor wood furnace has a setback requirement of 40 metres from lot lines, which prohibits the placement of furnace in a typical urban area.

- 28** The Land Use By-law must prohibit the placement, location, or alteration of an outdoor wood furnace to minimize nuisances and conflicts with nearby uses.

Part 8 Implementation & Administration

Policy statements require implementing provisions, so that they are enforceable.

8-1 Periodic review

A new regulation is enforced as of December 2019 mandating all municipalities to review its planning strategies and land use by-laws every 10 years, and to include a policy statement as stated under clause 214(1)(c) of the **Municipal Government Act**. As the implementation of new municipal-wide planning is likely to occur before the first periodic review, this secondary planning strategy considered for future integration.

29 The Council must review this Secondary Planning Strategy and its implementing Land Use By-law within 10 years of its adoption or last review.

30 Council must integrate this Secondary Planning Strategy with a municipal planning strategy, written under the **Municipal Government Act** amended in 2019, and repeal this planning document on the adoption of the new municipal planning strategy.

8-2 Signs

Signs are useful in terms of displaying information to the public, especially to visitors who may have lesser knowledge of a local area. Residents were concerned with signs that may create hazards or nuisance, especially signs with a commercial purpose. Municipality has the authority to regulate signs and sign structures under clause 220(5)(b) of the **Municipal Government Act**.

31 The Land Use By-law may regulate or prohibit the type, number, size, and location of signs and sign structure.

8-3 Landscaping

Fences provide visual barriers by screening unsightly structures or uses. Residents wish to ensure the fences themselves do not become unsightly. Municipality has the authority to regulate fences under clauses 220(5)(c) and (d) of the **Municipal Government Act**.

32 The Land Use By-law may regulate, require, or prohibit fences, walks, outdoor lighting, planting or retention of trees and vegetation, and landscaping in the Land Use By-law.

8-4 Outdoor storage of goods

Municipality has the authority to regulate outdoor storage and to require such sites to be screened by landscaping or structures under clause 220(5)(e) of the **Municipal Government Act**.

33 The Land Use By-law may regulate the outdoor storage of goods, machinery, vehicles, building materials, waste materials, aggregates and other items and require outdoor storage sites to be screened by landscaping or structures in the Land Use By-law.

HEMFORD FOREST PLAN AREA

Generalized Future Land Use

- Provincial Road
- Private Road
- Hemford Forest Plan Area
- Properties (Sept 2019)
- Designation**
 - Public
 - Residential
 - Road Right-of-Way
 - Watercourse (NSGC, 2016)
 - Waterbody (NSGC, 2016)



0 15 30 60 90 120 Meters

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

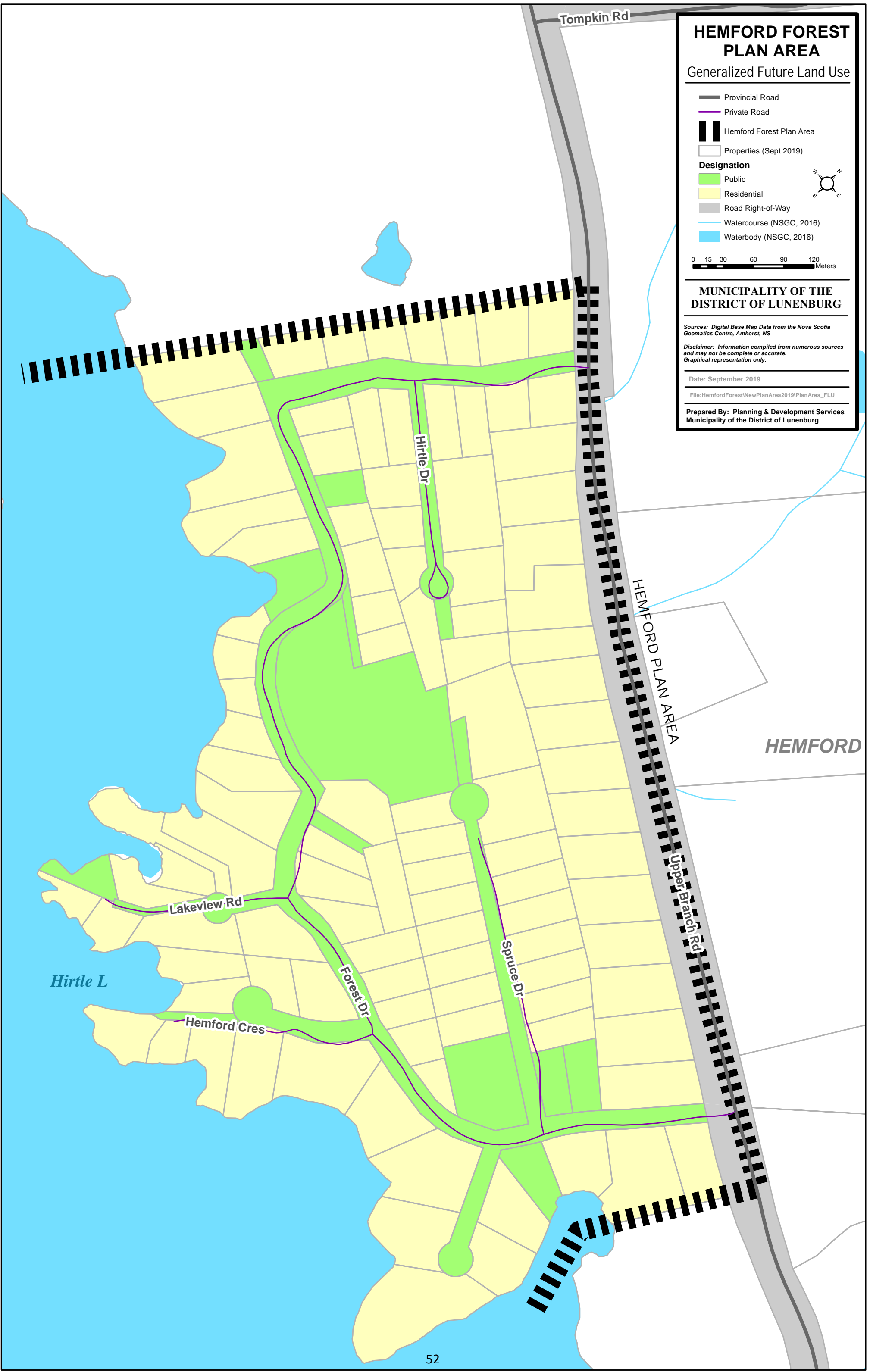
Sources: Digital Base Map Data from the Nova Scotia Geomatics Centre, Amherst, NS

Disclaimer: Information compiled from numerous sources and may not be complete or accurate. Graphical representation only.

Date: September 2019

File: HemfordForest\NewPlanArea2019\PlanArea_FLU

Prepared By: Planning & Development Services
Municipality of the District of Lunenburg



Municipality of the District of Lunenburg



Hemford Forest Land Use By-law (MODL By-law 045)

DRAFT version 8.0
2021-01-15

**Municipality of the District of Lunenburg
BY-LAW**

Title: Hemford Forest Land Use By-law	
By-Law No. 045	Legislative Authority: subsection 219(1) of the Municipal Government Act
Effective Date: May 26, 2021	Amended Date: N/A

Annotation for Official By-law Book

Date of Adoption – April 13, 2021

Date of First Reading	March 9, 2021
Date of Advertisement of Notice of Intent to Consider	March 17, 2021
Date of Second Reading	April 13, 2021
Date of mailing to Minister a Certified copy of By-law	April 16, 2021
*Date of advertisement of Passage of By-law	May 26, 2021

*Effective Date of the By-law unless otherwise specified in the text of this By-law

I certify that this “Hemford Forest Land Use By-law” was adopted by Council and published as indicated above.

Sherry Conrad, Municipal Clerk

Date

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Hemford Forest Land Use By-law

Part 1 Interpretation

Title

1 This By-law is entitled the **Hemford Forest Land Use By-law**.

Purpose

2 This By-law regulates the use of land, as well as the dimension, height, location, spacing, character and use of structures in the Hemford Forest Plan Area to implement the Hemford Forest Secondary Planning Strategy.

Plan area

3 This By-law applies to all the lands in the Plan Area as defined in the Zoning Map.

Definitions

4 In this By-law,

- (a) “abutting lot” means a lot having one or more boundaries coincident with one or more lots or zone boundaries;
- (b) “accessory structure” means a structure that is
 - (i) subordinate, incidental, and devoted to a main use or structure,
 - (ii) not attached to any main structure, and
 - (iii) not used for human habitation, except if used as an additional dwelling unit;
- (c) “accessory surface parking lot” means a parking lot, not contained within a structure, that supports the main use of a lot;
- (d) “additional dwelling unit” means a self-contained, subordinate dwelling unit located within either a low density residential main building or an accessory structure;
- (f) “building” means every enclosed area within exterior walls, built, erected, and framed of a combination of materials, whether portable or fixed, having a roof, to form a structure for the shelter of persons, animals, or property;
- (g) “car sharing space” means a parking space for vehicles that is marked and registered for use by a car sharing service;
- (h) “club recreation use” means premises operated for recreational purposes, by membership, such as golf courses, country clubs, curling clubs, tennis clubs,

swimming clubs, lawn bowling clubs, yacht or boating clubs, marinas, and equine facilities;

- (i) “commercial recreation use” means a recreational facility operated for commercial purposes, such as go-kart tracks, paintball facilities, shooting ranges, racetracks, bingo halls, and miniature golf courses, excluding club recreation and community recreation uses;
- (j) “community recreation use” means a publicly owned or operated recreation facility, such as a park, recreation centre, pool, skating rink, picnic area, community oven, dog park, playground, splash pad, skateboard park, boating facility and ramps, sports court, field, and trail, excluding a convention centre use, cultural use, minor spectator venue use, and major spectator venue use;
- (k) “crafting use” means a premise in which an artisan makes products by hand or small production processes;
- (l) “daycare” means as defined in the **Day Care Act** and the **Day Care Regulations**;
- (m) “development” means the erection, construction, alteration, placement, location, replacement, or relocation of, or addition to, a structure and a change or alteration in the use made of land or structures;
- (n) “dwelling” means a residential premise as defined in the **Residential Tenancies Act** and contains a dwelling unit as defined in the **Municipal Government Act**;
- (o) “electric vehicle charging station” means infrastructure that supplies energy for the charging of electric vehicles such as plug-in electric and hybrid vehicles;
- (p) “flanking lot line” means a streetline that is not the front lot line;
- (q) “flanking yard” means a yard between any wall of the main building and a flanking lot line, excluding any area of the lot that is a front yard;
- (r) “floor area” means the horizontal area of all floors in a building, measured from the interior faces of any exterior or fire walls and including interior staircases, and excluding the following:
 - (i) unenclosed space outside any exterior walls or located on a rooftop, such as balconies and patios,
 - (ii) any floor area below the lowest ground floor of a building,
 - (iii) elevator shafts,
 - (iv) accessory structures,
 - (v) rooftop greenhouses,

- (vi) any space open to a floor below;
- (s) “front lot line” means a streetline, or where a registered access easement crosses a lot line, where
 - (i) in the case of a corner lot, the shortest streetline is the front lot line, and the longer streetline or streetlines are the flanking lot lines, and
 - (ii) where a corner lot has streetlines of equal length, any streetline may be deemed the front lot line, and the remaining streetlines shall be deemed flanking lot lines;
- (t) “front yard” means the yard extending across the full lot width, between the front lot line and the nearest wall of any main structure on the lot;
- (u) “hard landscaping” means covered by hard or impermeable material such as outdoor furniture, planters, decorative concrete, stonework, bricks, gravel, tiles, pavers, boardwalks, or wood decking, but does not include parking lot surfaces or areas used for access to parking areas;
- (v) “height” means the vertical distance between a structure’s average finished grade and the structure’s highest point;
- (w) “hen” means an egg-laying, domesticated female chicken that is at least 4 months old;
- (x) “home for special care” means as defined in the **Homes for Special Care Regulations**;
- (y) “home-based business” means the use of a portion of dwelling or an accessory building for gainful employment;
- (z) “horticultural use” means the breeding, planting, cultivation, or harvesting of plants, such as vegetables, fruits, herbs, sprouts, ornamental plants, and flowers;
- (aa) “landowner” means the registered owner as defined in the **Land Registration Act**;
- (ab) “landscaping” means hard landscaping or soft landscaping;
- (ac) “lot area” means the total plane horizontal area within the lot lines of a lot;
- (ad) “lot coverage” means the percentage of a lot that is covered by roofed structures at least 0.6 metres high, including any area over which a roofed structure projects, but excluding up to 1.0 metre of projecting roof eaves;
- (ae) “lot frontage” means the horizontal distance between the side lot lines as measured along the front lot line, but where the front lot line is not a straight

line, or where the side lot lines are not parallel, the lot frontage shall be measured at a line setback the required applicable minimum front yard and parallel to the front lot line;

- (af) “lot” means any parcel of land as described in a deed or as shown on a registered plan of subdivision;
- (ag) “main structure” means a structure that contains the primary use on a lot;
- (ah) “micro-scale wind energy facility” means a wind energy facility consisting of a single turbine, designed to supplement other electricity sources as an accessory use to existing buildings or facilities, and has a total rated capacity of 10 kW or less, and is not more than 23 metres high;
- (ai) “non-conforming” means as defined in the **Municipal Government Act**;
- (aj) “office use” means premises in which a person transacts the affairs of a business, profession, service, industry, or government;
- (ak) “ordinary high water mark” means as defined in the **Land Surveyors Regulations**;
- (al) “outdoor storage” means the storage of merchandise, inventory, materials, or equipment external to a building, including where a building is not located on a lot.
- (am) “outdoor wood furnace” means any individual furnace designed to burn untreated wood and wood products and use for the purpose of heating liquid or air where the furnace is located outside the structure into which the hot liquid or air is piped;
- (an) “park use” means land that is owned or operated by a government entity or property owners association and primarily used for outdoor recreational purposes, either active or passive, but does not include commercial recreation or club recreation uses;
- (ao) “parking lot” means a surface parking area, not contained within a structure, for five or more motor vehicles;
- (ap) “parking structure” means an aboveground, underground, or attached structure that contains motor vehicle parking spaces on one or more levels, including on an open rooftop, but excluding any garage associated with a low-density dwelling;
- (aq) “personal service use” means services for the needs of individuals or animals, such as grooming and haircutting, tailoring and shoe repair, tattooing, depots for collecting dry cleaning and laundry, laundromats, and the retail sale of products

accessory to any service provided, but excluding veterinary facilities, kennels, pet daycares, and crematoria;

- (ar) “professional service use” means services for individuals or groups in an office setting, such as financial, legal, medical, architectural, engineering, design, real estate, and travel services;
- (as) “private storage” means an enclosed or partially enclosed structure for the storage of materials or goods in which no business, occupation, or service is conducted for profit;
- (at) “Province” or “provincial” means the Province of Nova Scotia in Canada;
- (au) “rear lot line” means the lot line farthest from or opposite to the front lot line, and which is not a flanking lot line on a through lot;
- (av) “rear yard” means the yard extending across the full lot width, between the rear lot line and the nearest wall of any main structure on the lot, excluding any area of the lot that is a flanking yard;
- (aw) “recreational vehicle” means a motor vehicle or travel trailer designed, constructed or reconstructed, equipped and used, or intended to be used primarily for sleeping, eating, and living quarters, such as a motorized home or a bus converted for such purposes;
- (ax) “renewable energy” means energy obtained from solar energy, wind energy, or geo-energy;
- (ay) “retail use” means premises used for the selling or renting of merchandise directly to consumers, including the servicing and repair of items like those being sold, such as shopping centres, retail post offices, vehicle rental offices, and butcher shops;
- (az) “short-term rental” means as defined in the **Tourist Accommodations Registration Act**;
- (ba) “side lot line” means a lot line that is not a front, flanking, or rear lot line;
- (bb) “side yard” means a yard between the front yard and the rear yard, and between the side lot line and the nearest wall of any main structure on the lot;
- (bc) “sign” means any structure, medium, or device designed or intended to convey information using words, images, symbols, pictures, logos, or any combination thereof for the purpose of providing direction, information, identification, advertisement, business promotion, or the promotion of a product, activity, service, or idea;

- (bd) “soft landscaping” means covered by soft or water-permeable material and vegetation such as trees, hedges, shrubs, flowers, grass, fruit and vegetable plants, sod, or other vegetative groundcover, including a water feature;
- (be) “structure” means everything that is erected, built, or constructed of parts joined together, and includes a building;
- (bf) “studio use” means the commercial use of space for artistic purposes with or without instruction, such as artists’ studios and musical conservatories;
- (bg) “temporary use” means a use that is 30 cumulative days or less within a calendar year, and in which it is
 - (i) associated with a holiday or special event, or
 - (ii) accessory to a permitted main use, excluding the construction or alteration of any permanent structure;
- (bh) “urban agricultural use” means the use of a structure or land for
 - (i) the keeping of bees as an accessory use,
 - (ii) the keeping of egg-laying hens as an accessory use, or
 - (iii) horticultural uses;
- (bi) “utility use” means structures, equipment, and materials used to install and maintain energy, gas, water, or communication systems, including district energy systems;
- (bj) “variance” means as regulated under Sections 235 to 237 of the **Municipal Government Act**;
- (bk) “vehicle” means as defined in the **Motor Vehicle Act**;
- (bl) “watercourse” means a lake, river, stream, ocean, wetland, or other natural body of water;
- (bm) “wind energy facility” means a wind energy conversion system, to produce electricity, consisting of one or more roof mounted turbines or turbine towers, with rotor blades, associated control or conversion electronics, and other accessory structures including substations, meteorological towers, electrical infrastructure, and transmission lines; and
- (bn) “wind turbine” means a wind energy conversion system that produces electricity, consisting of rotor blades, associated control or conversion electronics, and other accessory structures.

Interpretation of land uses

- 5**
- (1)** A reference made to a land use designation includes all zones within the land use designation.
 - (2)** If a use or structure is not listed as permitted, it is prohibited in a zone.
 - (3)** Subject to subsections (4) and (5), in case of conflicts, the more stringent provision applies.
 - (4)** Regulations in a district may alter, add, or remove some of the regulations in a zone within the district boundary.
 - (5)** Regulations in an area may alter, add, or remove some of the regulations in a zone and in a district within the area boundary.
 - (6)** If a lot is in more than one zone, the regulations for each zone apply to the portion of the lot within the respective zone.

Interpretation of boundaries

- 6** The location of a zone, district or area boundary shown on a map of this By-law is determined as follows:
- (a)** where a zone, district or area boundary follows rights-of-way or easement, the boundary shall be the centreline of the rights-of-way;
 - (b)** where a zone, district or area boundary follows lot lines, the boundary follows lot lines, and if those lot lines are modified by subdivision approval after the effective date of this By-law, the boundary remains as shown in the appendices;
 - (c)** where a zone, district or area boundary follows shorelines and where infill occurs, the boundary is interpreted to follow the new ordinary high-water marks, and where a portion of a watercourse is filled in beyond the boundary of a zone, district or area boundary, or where a building is constructed over water beyond the limits of such a boundary, the in-filled land or any portion of a building constructed over water shall be included in the same zone, district, or area as the onshore portion of the same lot;
 - (d)** where clauses (a) to (c) do not apply, the boundary is as shown on the Zoning Map, the District Map, and the Area Map.

Severability

- 7** The provisions of this By-law are severable from one another, and the invalidity or unenforceability of one provision does not affect the validity or enforceability of any other provision.

Other enactments

- 8 (1)** This By-law does not exempt any person from any other enactment of the Municipality, the Province of Nova Scotia, or the Government of Canada, including the requirement to obtain any license, permission, permit, authority, or approval.
- (2)** In case of a conflict with the other enactments, the more stringent requirement applies.

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Part 2 Administration

Development officer

- 9** Under subsection 243(1) of the **Municipal Government Act**, a development officer administers this By-law.

Development permit

- 10** (1) Under subsection 244(1) of the **Municipal Government Act**, and subject to Section 11, a development permit must be obtained before any development begins.
- (2) Despite a development permit not being required, a development must comply with all applicable provisions in this By-law.
- (3) A development must not be deviated from the description that is contained in the development permit.

Development permit exemption

- 11** Under subsection 244(2) of the **Municipal Government Act**, the following developments do not require a development permit:
- (a) accessory structures with less than 20.0 square metres of floor area, unless used as a backyard suite;
 - (b) structures less than 0.6 metres high, such as uncovered decks, patios, planters, wharves, and slipways on a shoreline;
 - (c) fences less than 1.8 metres high;
 - (d) short-term rentals;
 - (e) temporary uses;
 - (f) any signs listed under Section 31;
 - (g) construction, replacement, or repair of infrastructure by utility companies or municipal, provincial, or federal governments.

Development permit application

- 12** (1) Under clause 220(4)(k) of the **Municipal Government Act**, a development permit application must include documents and plans that clearly show the existing and proposed uses of the lot and structure, such as
- (a) the true shape, dimension, land contour, and grading of the lot to be used or upon which the development is proposed;

- (b) the proposed location, height, elevations, and dimensions of any structure or area for which the permit is applied, and the locational information must include measurements of the lot frontage and front, side, and rear yards;
 - (c) the location of every structure already constructed, or partly constructed, on such lot and the location of every structure existing upon abutting lots;
 - (d) the proposed location and dimensions of parking areas, parking spaces, loading spaces, driveway accesses and curbs;
 - (e) the location of existing and proposed landscaping, vegetation limits, fencing and outdoor storage;
 - (f) the location of all watercourses, including wetlands, and the required watercourse buffer, within and adjacent to the lot where a development is being proposed; and
 - (g) any other information that a development officer requires to determine if the development complies with this By-law.
- (2) A development officer may require that the plans in subsection (1) are based on an actual survey or a location certificate by a Nova Scotia Land Surveyor.

Application fees and advertising deposit

- 13** (1) Under clauses 211(1)(b) and 220(4)(l) of the **Municipal Government Act**, the fees for planning applications under this By-law are subject to [MODL Policy 058](#).
- (2) Under subsections 221(2) and 237(3) of the **Municipal Government Act**, any person applying for a variance or an amendment to this Land Use By-law must pay the Municipality the cost of
- (a) any required advertising;
 - (b) notifying affected landowners; and
 - (c) posting a sign.
- (3) A development officer may collect a deposit, in anticipation of the cost incurred by subsection (2), at the time of application, and
- (a) if there is a surplus, the Municipality must return the remaining deposit after satisfying the advertisement requirements; or
 - (b) if there is a shortage, the Municipality must charge any additional amount to offset the advertising cost.

Service time standards

- 14** **(1)** Under subsection 245(1) of the **Municipal Government Act**, if the application is incomplete, a development officer must notify the applicant in writing advising what is required to complete a development permit application within 14 days after receiving the application.
- (2)** Under subsection 245(2) of the **Municipal Government Act**, within 30 days after receiving a completed application for a development permit, a development officer must grant the development permit or inform the applicant in writing of the reasons for not granting the permit.

Development permit approval

- 15** **(1)** Under subsection 246(1) of the **Municipal Government Act**, a development officer must issue a development permit for a proposed development if the development meets the requirements of this By-law.
- (2)** Under subsection 237(2) of the **Municipal Government Act**, a development officer must issue a development permit for any development for which a variance has been granted and which otherwise complies with the terms of this By-law, if
- (a)** the appeal period has elapsed, and no appeal has been commenced; or
- (b)** all appeals have been abandoned or disposed of or the variance has been affirmed by the Council.
- (3)** Under subsection 246(2) of the **Municipal Government Act**, where this By-law is amended, a development permit for a development pursuant to the amendment must not be issued until
- (a)** the appeal period has elapsed; or
- (b)** all appeals have been abandoned or disposed of or the decision of Council has been affirmed by the Nova Scotia Utility and Review Board.

Development permit expiry

- 16** Under clause 220(4)(k) of the **Municipal Government Act**, a development permit expires if the construction was not commenced within 12 months after the date of the issuance of the permit.

Development permit revocation

- 17** Under clause 220(4)(k) of the **Municipal Government Act**, a development officer may revoke a development permit in writing, if

- (a) the requirements of this By-law are not met;
- (b) the permit was issued based on incorrect information provided by the applicant when applying for a development permit; or
- (c) the permit was issued in error.

Penalties on land use by-law violations

- 18** The identification, notification, remedial and other related issues of violation of any provision in this By-law are subject to [MODL Policy 015](#).

Right of entry

- 19** (1) Under subsection 267(2) of the **Municipal Government Act**, and subject to subsection (2), a person authorized by the Council has the right to enter at all reasonable times in or upon any property within the Municipality, without a warrant, for the purposes of an inspection necessary to administer this By-law, an order, development agreement or statement of provincial interest.
- (2) Under subsection 267(3) of the **Municipal Government Act**, the authorized person must not enter any place actually being used as a dwelling without the consent of the occupier, unless the entry is made in daylight hours and written notice of the time of the entry has been given to the occupier at least 24 hours in advance of the entry.

Variance

- 20** (1) Under subsections 235(1) of the **Municipal Government Act**, a development officer may grant a variance in the following terms:
- (a) percentage of land that may be built upon;
 - (b) size or other requirements relating to yards;
 - (c) lot frontage or lot area, or both, if the lot existed on the effective date of the By-law, or a variance was granted for the lot at the time of subdivision approval.
- (2) Under subsection 235(3) of the **Municipal Government Act**, a variance may not be granted where the
- (a) variance violates the intent of this By-law;
 - (b) difficulty experienced is general to properties in the area; or
 - (c) difficulty experienced results from an intentional disregard for the requirements of this By-law.

By-law amendment

- 21** Subject to Sections 12 to 14 of the Hemford Forest Secondary Planning Strategy, an amendment to this By-law, such as rezoning and site-specific amendment, must follow the process in Sections 205 and 210 of the **Municipal Government Act**.

Notice of amendment

- 22** Under subsection 221(1) of the **Municipal Government Act**, when the Council conducts a first reading to adopt an amendment to this By-law without a concurrent amendment to the Hemford Forest Secondary Planning Strategy, on application, Municipality must
- (a) notify affected landowners within 300 metres of the lot boundary of the proposed site by ordinary mail, including
 - (i) a description of the proposed amendment,
 - (ii) the date, time, and place of the public hearing on the proposed amendment, and
 - (iii) a method of submitting a written letter prior to the public hearing regarding the proposed amendment; and
 - (b) post a sign on the affected property describing the requested by-law amendment.

Periodic review

- 23** Municipality must review this By-law within 10 years of its adoption or last review, concurrently with the review of the Hemford Forest Secondary Planning Strategy.

Municipal Planning Strategy

- 24** Municipality must integrate this By-law with the municipal-wide Land Use By-law, written under the **Municipal Government Act** amended in 2019, and repeal this By-law after the adoption of the new Land Use By-law.

Part 3 **General Provisions**

Municipal Subdivision By-law

- 25** In addition to the requirements of this By-law, the subdivision of land is regulated by the [Municipal Subdivision By-law](#).

Non-conforming uses and structures

- 26** In addition to Sections 238 to 241 of the **Municipal Government Act**, the extension, enlargement, alteration, or reconstruction of a non-conforming structure is permitted if the extension, enlargement, alteration, or reconstruction does not further worsen any nonconformity with this By-law.

Wetlands

- 27** A development officer must not issue a development permit for any development within any wetland, unless the Province confirms that
- (a) appropriate approvals permitting the alteration or infill of a wetland have been received from Nova Scotia Environment or its designate;
 - (b) the development is consistent with the Provincial acts, regulations, departmental policies, and any approval process; or
 - (c) the identified wetland does not exist.

Watercourse buffer

- 28** **(1)** Subject to subsections (2) to (5), a development officer must not issue a development permit for any development within 10 metres of the ordinary high water mark of any watercourse.
- (2)** Within the buffer, only the following uses are permitted:
- (a) water-access structures, boat ramps, private boathouses, fishing gear sheds, marine-related uses, parks on public land, and monuments;
 - (b) developments exempted from development permits under Section 11;
 - (c) streets, boardwalks, walkways, trails, and driveways that are no wider than 3.0 metres.
- (3)** If a main building that existed on the effective date of this By-law is located within a required watercourse buffer, accessory structures permitted in clause (2)(b) must not be located any closer to the watercourse than any main building that existed on the effective date of this By-law.

- (4) The buffer distance required in subsections (1) may be reduced in a manner that would provide the greatest possible separation from a watercourse, if other yard and setback requirements are met, where the configuration of a lot is such that no main building can be located on the lot, for lots that
- (a) existed before January 1, 2021; or
 - (b) were approved as a result of a tentative or final subdivision application on file before January 1, 2021.
- (5) Within the watercourse buffer, all developments are subject to the provincial guidelines for erosion control, such as the [Erosion and Sedimentation Control Handbook for Construction Sites](#).

Excessive slope

- 29 Any development within the land in excess of 20% slope are subject to the provincial requirement for erosion control, such as the [Erosion and Sedimentation Control Handbook for Construction Sites](#).

Outdoor wood furnaces

- 30 A person must not place, install, operate, or use an outdoor wood furnace.

Permit-exempted signs

- 31 The following signs do not require a development permit:
- (a) signs giving the name of a building or its civic address;
 - (b) signs regulating activities that are not related to traffic, such as “No Trespassing” or “Beware of Dog” signs, if the signs do not exceed 0.2 square metres in area;
 - (c) signs that pertain to the sale, rental, or lease of real property on a lot where the sign is displayed, if the signs
 - (i) are non-illuminated,
 - (ii) do not exceed 1.0 square metre,
 - (iii) are limited in number to a maximum of one sign for every side of the lot that fronts on a street, and
 - (iv) are removed within 14 days following the sale, rental, or lease;
 - (d) signs regulating traffic on a lot, including directional and drive-through signage, if the signs do not exceed 0.5 square metres in area;
 - (e) signs erected by any government;

- (f) signs interior to a structure;
- (g) commemorative signs, if the signs do not exceed 0.5 square metres in area;
- (h) neighbourhood signs;
- (i) signs that are incidental to a construction in progress if the signs
 - (i) are non-illuminated,
 - (ii) are located on the same lot as the construction in progress,
 - (iii) do not exceed 1.0 square metre in area, and
 - (iv) are removed within 14 days following the conclusion of construction.

Prohibited signs

32 The following signs are prohibited in all zones:

- (a) signs that create a hazard to public safety;
- (b) signs that are a source of danger to traffic on the street, or that obstruct or interfere with the vision of road users because of their location, appearance, or illumination;
- (c) signs that obscure or interfere with
 - (i) any traffic control sign or device,
 - (ii) warning or instructional sign,
 - (iii) any ventilation device, emergency exit, required exit, window, door opening, or any wall opening intended as a means of ingress or egress,
 - (iv) access to any fire hydrant or firefighting hose connection;
- (d) signs that advertise a product or service that is no longer available on the premises, or a business that is no longer in operation, except for signs on a registered heritage property;
- (e) signs on public property, unless erected by a government;
- (f) signs located on the roof of any structure;
- (g) signs that project above a roof edge;
- (h) signs that use fluorescent colours;
- (i) internally-illuminated awning signs;
- (j) signs that incorporate a strobe light or flashing light;

- (k) signs that interfere with any utility, conduit, or line used for water, sewage, gas, electricity, or communication;
- (l) canopy or awning signs made of stretched skin plastics.

Fascia Signs

- 33 (1)** A fascia sign must not extend beyond the edges of any wall to which it is affixed.
- (2)** A fascia sign must not exceed 1.0 square metre.

Accessory uses and structures

- 34** Uses that are accessory to a permitted use on the same lot are permitted, if they comply with the regulations of the applicable specific provisions, and of the zone in which the lot is located.

Accessory structure setbacks and height

- 35** An accessory structure must meet the minimum setback and height requirements as the zone in which the structure is located.

Private storage

- 36 (1)** A private storage structure on a lot, for the development on the lot, where there are no other buildings located on the lot, is permitted.
- (2)** A private storage structure built under subsection (1) is considered as, and subject to zoning requirements applicable to, a main structure.

Habitation in a vehicle

- 37 (1)** Subject to subsections (2) and (3), a vehicle must not be used for living accommodation or business purpose.
- (2)** A recreational vehicle and a camper may be used for living accommodation, if
 - (a) the vehicle is not directly connected to on-site services;
 - (b) the use does not extend for longer than 28 consecutive days within a calendar year; and
 - (c) the use occurs only on a lot with a main building with an occupancy permit.
- (3)** A recreational vehicle and a camper may be used for living accommodation before, during, or up to 30 days after the construction of a main building of the property.

General parking requirements

- 38** **(1)** All accessory surface parking lots and parking spaces must be located on the same lot as the main use.
- (2)** A change of use in an existing structure does not require any additional parking beyond what is already provided.
- (3)** Required parking must be located on the same lot as the use it is intended to serve.

Rounding regulation

- 39** Where the calculation of any parking requirement results in a portion of a parking space, the fraction is rounded down to the nearest whole number.

Parking space and driving aisle dimensions

- 40** **(1)** For any accessory surface parking lot, for a parking structure, or for parking internal to a building,
- (a)** any required motor vehicle parking space must be at least 2.4 metres wide and 5.5 metres long; and
- (b)** in the case of parking parallel to an internal driveway, any required motor vehicle parking space must be at least 6.1 metres long.
- (2)** Driving aisles between rows of parking spaces in an accessory surface parking lot, in a parking structure, or for parking internal to a building must be 3.0 metres wide for each lane of traffic.

Car sharing

- 41** Any required parking space may be used as a car sharing space.

Electric vehicle charging stations

- 42** Electric vehicle charging stations are permitted in all parking areas.

Part 4 Zones

Zones permitted

43 This By-law establishes the following zones:

- (a) Low density residential (R-1);
- (b) Park and open space (P);
- (c) Transportation and utility (T).

Low density residential (R-1) zone

44 **(1)** The following uses are permitted in the R-1 zone:

- (a) dwelling unit in a detached house;
- (b) home for special care;
- (c) park and outdoor recreational use.

(2) The following uses are permitted in the R-1 zone, subject to specific conditions associated with each use:

- (a) additional dwelling units, subject to Section 50;
- (b) daycare, in which a children's play area must be fenced;
- (c) home-based businesses, subject to Section 51;
- (d) renewable energy production, which must
 - (i) be used in combination with another permitted use on the lot, and
 - (ii) comply with all Municipal, Provincial and Federal enactments;
- (e) short-term rentals, subject to Section 52;
- (f) urban agriculture, subject to Sections 47 to 49;
- (g) wind energy generating facility, subject to Section 53;
- (h) yard sales, subject to Section 54.

(3) In the R-1 zone,

- (a) the minimum lot frontage is 12.0 metres;
- (b) the minimum lot area is 360 square metres; and
- (c) the maximum lot coverage is 33.3%.

- (4) In the R-1 zone, the maximum of one main building is permitted on a lot.
- (5) In the R-1 zone, the maximum height for a structure on a lot is 10.0 metres.
- (6) In the R-1 zone, the maximum of 1 fascia sign is permitted on a lot.

Park and open space (P) zone

- 45** (1) The following uses are permitted in the P zone:
- (a) park and outdoor recreational use;
 - (b) renewable energy production, which must comply with all Municipal, Provincial and Federal enactments.
- (2) The following uses are permitted in the P zone, subject to specific conditions associated with each use:
- (a) urban agricultural use, subject to Sections 47 to 49.

Transportation and utility (T) zone

- 46** The following uses are permitted in the T zone:
- (a) transportation use;
 - (b) public and private utility;
 - (c) outdoor recreational uses.

Part 5 Specific Provisions

Urban agriculture

- 47** **(1)** The processing of urban agricultural products, such as chopping, packaging, pickling, or preserving, is permitted as an accessory use to an urban agriculture use.
- (2)** The sale of urban agricultural products grown or produced on-site, including processed urban agricultural products, is permitted as an accessory use to an urban agricultural use.
- (3)** Subject to Sections 48 and 49, the keeping of horses, cattle, swine, roosters, other poultry, ruminants, and camelids is prohibited as an urban agricultural use.
- (4)** A greenhouse, including a rooftop greenhouse, may be used to contain all or part of a horticultural use.
- (5)** An urban agricultural use must meet the signage requirements stated under Sections 31 to 33.
- (6)** Excluding any beehive, an accessory structure associated with an urban agriculture use must meet the accessory structure requirements of stated under Sections 34 and 35.

Keeping of bees as an accessory use

- 48** The keeping of bees as an accessory use is permitted.

Keeping of hens as an accessory use

- 49** **(1)** The keeping of hens as an accessory use is limited to a maximum of 6 hens a lot.
- (2)** All hens must be kept within a fenced area or structure that meets the accessory structure requirements of Sections 34 and 35.

Additional dwelling units

- 50** **(1)** In the R-1 Zone, a lot may have 1 additional dwelling unit.
- (2)** An additional dwelling unit is not considered a separate main building.

Home-based businesses

- 51** (1) The principal operator of a home-based business must reside in the lot where the business is located.
- (2) The following uses are permitted as a home-based business:
- (a) personal service uses;
 - (b) professional service uses;
 - (c) crafting uses;
 - (d) studio uses;
 - (e) office uses;
 - (f) the retail of products produced on the premises, or associated with a service provided on the premises.
- (3) Outdoor display associated with the business is prohibited.
- (4) The maximum floor area for a home-based business is, if within a dwelling, one-third of the building floor area.
- (5) A home-based business must not produce offensive noise, odour, vibration, smoke, heat, or other objectionable effect that would be a nuisance or is uncustomary in a residential neighbourhood.

Short-term rentals

- 52** A short-term rental is permitted, if
- (a) a short-term rental offered by a host is the host's primary residence; or
 - (b) the host is a full-time resident of the Plan Area.

Wind energy generating facility

- 53** (1) Only a micro-scale wind energy facility is permitted as a wind energy facility.
- (2) Wind turbine towers must be separated from each other by a minimum distance equal to the tallest tower height.
- (3) Wind turbine towers must have a minimum setback from any adjacent lot line of 1.0 times the tower height.
- (4) Wind turbine towers must be separated from any dwelling on an adjacent lot by at least 3.0 times the tower height.
- (5) Wind turbine towers are permitted on buildings.

Yard sales











- 54** Retail sales events accessory to residential uses are permitted, if
- (a) the goods for sale include only the tangible personal property of the residents conducting the events;
 - (b) the events occur no more than 4 times in a calendar year;
 - (c) the events do not last for more than 4 consecutive days; and
 - (d) the events occur only between sunrise and sunset.

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HEMFORD FOREST PLAN AREA

Zoning

Zones

-  Park and Open Space (P)
-  One-Unit Residential (R-1)
-  Transportation and Utility (T)
-  Provincial Road
-  Private Road
-  Hemford Forest Plan Area
-  Properties (Sept 2019)
-  Road Right-of-Way
-  Watercourse (NSGC, 2016)
-  Waterbody (NSGC, 2016)



0 15 30 60 90 120 Meters

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

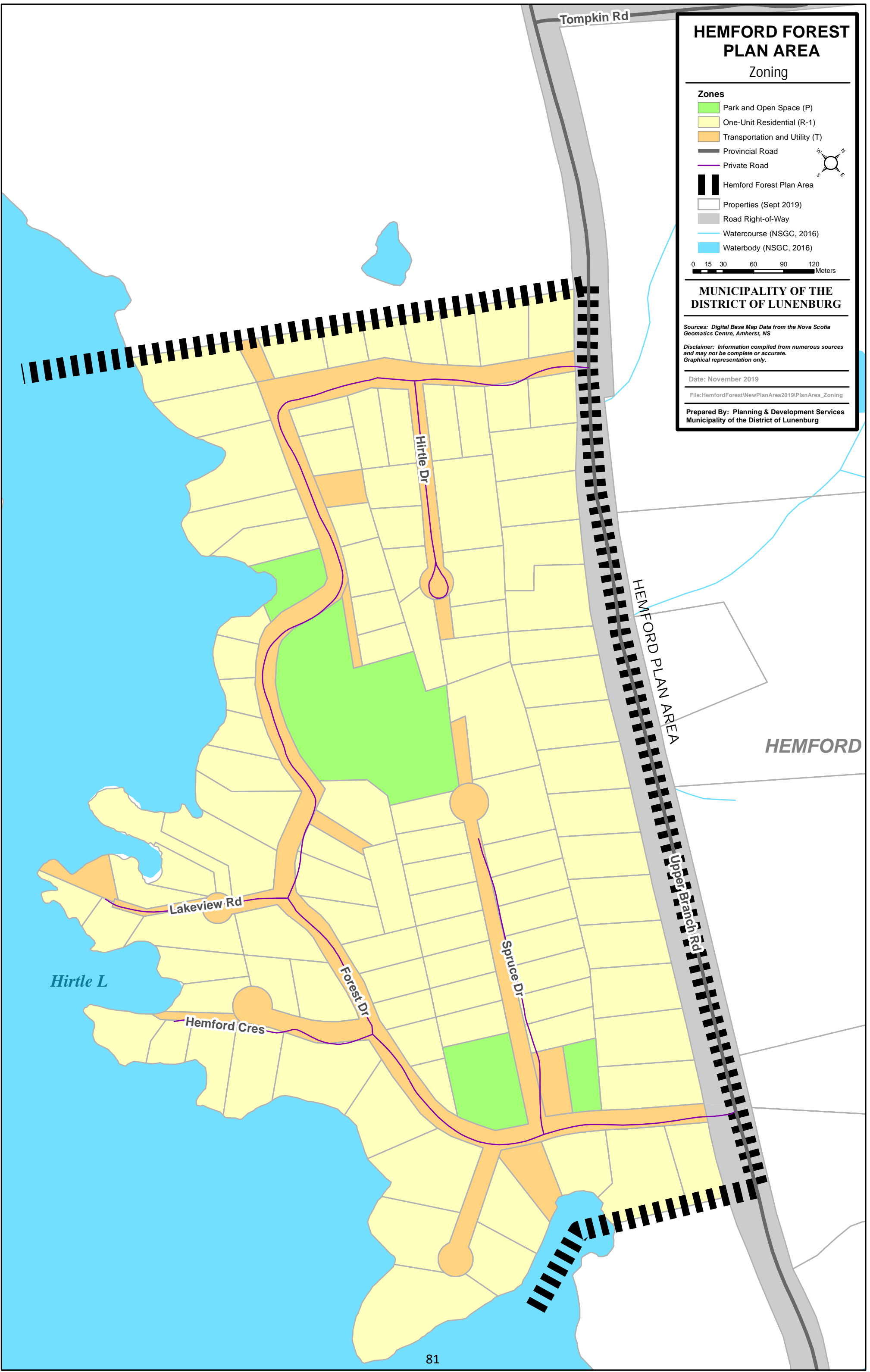
Sources: Digital Base Map Data from the Nova Scotia Geomatics Centre, Amherst, NS

Disclaimer: Information compiled from numerous sources and may not be complete or accurate. Graphical representation only.

Date: November 2019

File: HemfordForest\NewPlanArea2019\PlanArea_Zoning

Prepared By: Planning & Development Services
Municipality of the District of Lunenburg



HEMFORD

HEMFORD PLAN AREA

Upper Branch Rd

HEMFORD FOREST Map 2 Development Constraints

-  Provincial Road
-  Private Road
-  Hemford Forest Plan Area
-  Properties (Sept 2020)
-  Watercourse (NSHN 2020)
-  Road Right-of-Way
-  Waterbody (NSGC, 2016)
-  Less than 20% slope
-  More than 20% slope
-  Wetlands (MODL)
-  10m Wetland Setback
-  10m Watercourse Setback



0 15 30 60 90 120 Meters

**MUNICIPALITY OF THE
DISTRICT OF LUNENBURG**

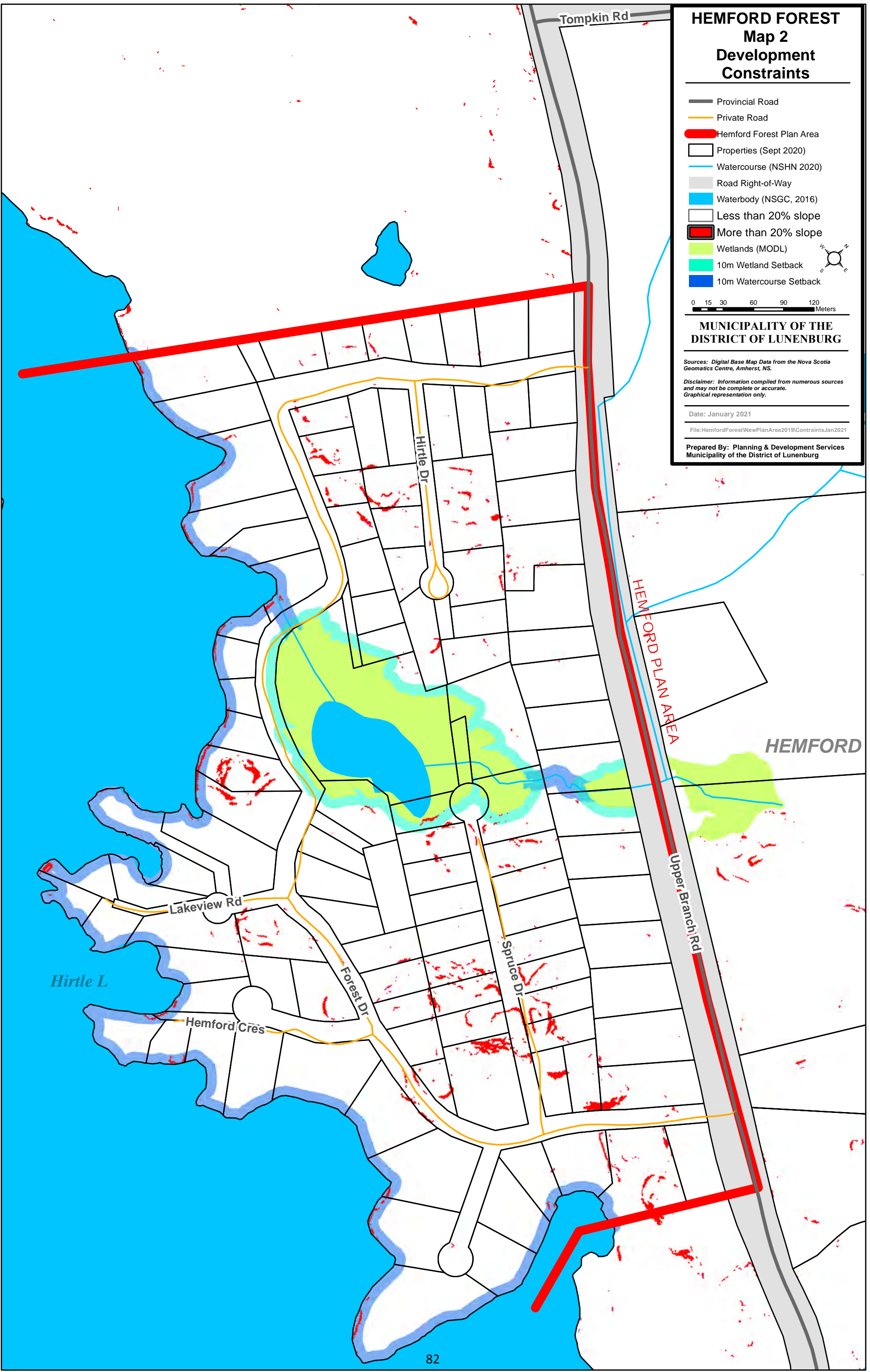
Sources: Digital Base Map Data from the Nova Scotia Geomatics Centre, Amherst, NS.

Disclaimer: Information compiled from numerous sources and may not be complete or accurate. Graphical representation only.

Date: January 2021

File: HemfordForestNewPlanArea2019\ConstraintsJan2021

Prepared By: Planning & Development Services
Municipality of the District of Lunenburg



HEMFORD PLAN AREA

HEMFORD

Upper Branch Rd

Hirtle L

Lakeview Rd

Hemford Cres

Forest Dr

Spruce Dr



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Mayor Bolivar-Getson and Municipal Council
SUBMITTED BY: Norma Schiefer, Municipal Development Officer
DATE: February 26, 2021
RE: Discharge of Development Agreement – PID 60291085

RECOMMENDATION

That Municipal Council discharge the Development Agreement from PID 60291085 conditional to the sale of the property.

BACKGROUND

PID 60291085 is located in Hebbville and regulated under the Village of Hebbville Land Use By-law.

On July 20, 2001, a Development Agreement was entered into between Kevin and Michelle Hayward, 15704 Highway 3, to accommodate a professional office in their home.

DISCUSSION

The Municipality of Lunenburg has received a letter from Patterson Law, attached, requesting to discharge the development agreement as Mr. and Ms. Hayward are selling their property.

The purchasers of the property have advised they do not intend to use the property for the commercial purposes described in the Development Agreement and have requested that the Development Agreement be released.

CONCLUSION

As the professional office use will be terminating, the Development Agreement is no longer required. Any future development of this property is subject to the requirements in the Village of Hebbville Land Use By-law based on the current zoning.

Department:

Report Prepared By: Norma Schiefer, Development Officer Date: February 26, 2021

Report Approved By: Date:

Reviewed By CAO: Date:



Memorandum

To: Municipality of the District of Lunenburg Council

From: Bill Schurman, Director of Recreation Services

Date: March 02, 2021

Re: Designated Community Fund Project – South Shore Annapolis Valley Trail Assoc.

RECOMMENDED MOTION

That the Municipality of the District of Lunenburg grant the South Shore Annapolis Valley Trail Association \$4,995.00 as per the criteria outlined in the Designated Community Project Fund Policy – MDL-48.

BACKGROUND

The South Shore Annapolis Valley Trail Association is raising capital funds to cover capital costs to the trail, primarily the capital cost associated with the bridge project over the LaHave River. Recently, there was one donation totalling \$5,000.00. The amount of \$4,995.00 is being recommended as \$5.00 will be retained by MODL for administrative charges as per Policy MDL-48.

BUDGET IMPLICATIONS

There would be no implications to the budget.

ALTERNATIVES

The alternative would be to not issue the South Shore Annapolis Valley Trail Association this grant.

CONCLUSION

The Designated Community Project Fund was developed and approved by MODL to aid non-profit groups in raising capital funds for projects.