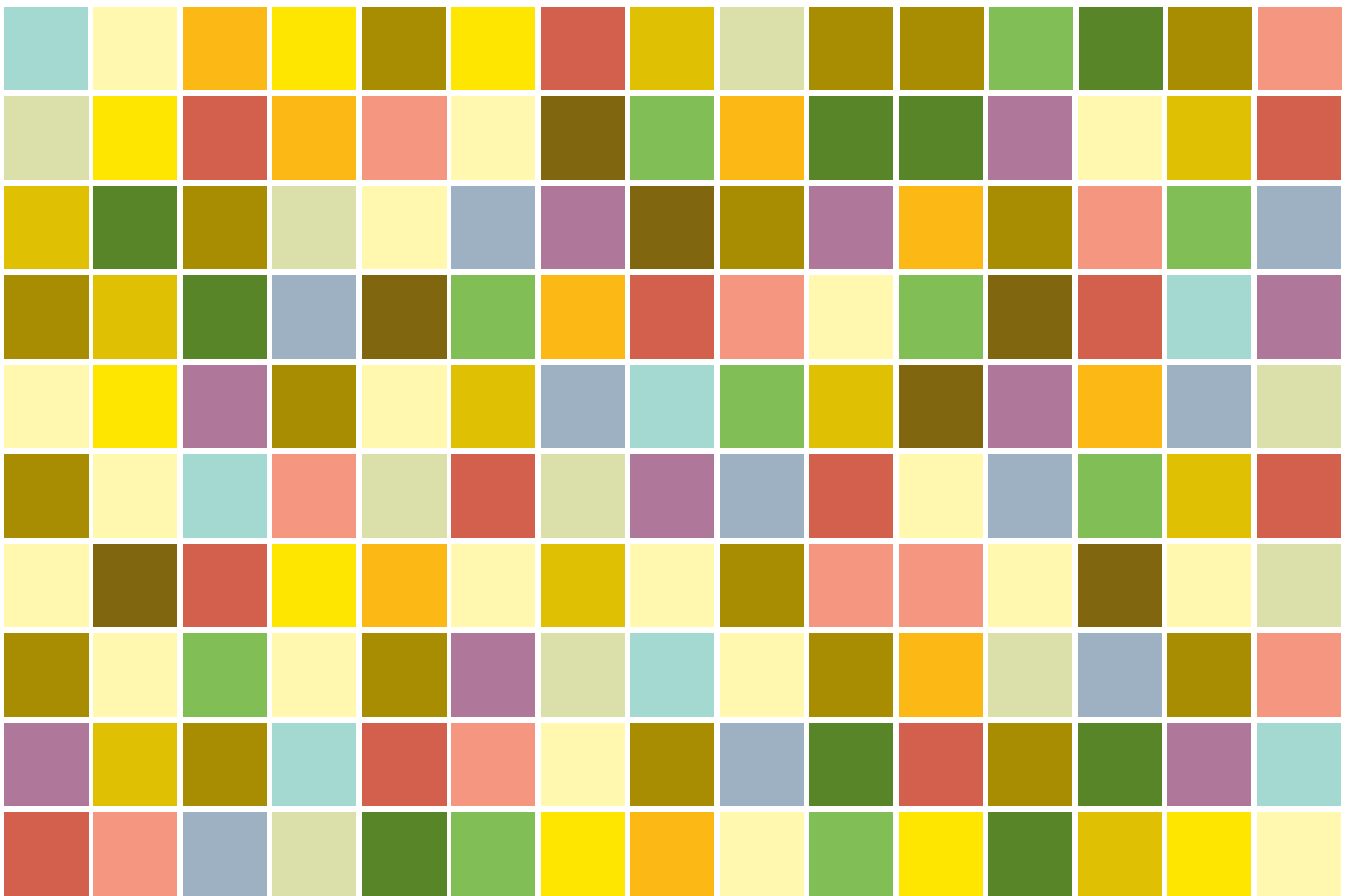




Town of Truro Community Sustainability Plan





TOWN OF TRURO
COMMUNITY SUSTAINABILITY PLAN

Table of Contents

PART 1: INTRODUCTION.....	1
PART 2: ENVISIONING SUSTAINABILITY.....	5
<i>Key Concepts & Principles.....</i>	5
<i>Public Participation Program.....</i>	8
<i>Town of Truro Sustainability Charter.....</i>	45
<i>Truro’s Sustainability: Vision Statement.....</i>	46
<i>Truro’s Sustainability: Priorities & Goals.....</i>	46
PART 3: IMPLEMENTING SUSTAINABILITY.....	51
<i>Approach.....</i>	51
<i>Current Initiatives.....</i>	52
<i>Sustainability Action Opportunities.....</i>	59
<i>Structures for Implementing Sustainability.....</i>	73
<i>Implementation Recommendations.....</i>	77
<i>Next Steps Toward Sustainability.....</i>	83
<i>Town of Truro Sustainable Procurement Policy.....</i>	85



1 • Introduction

Truro is a just and vibrant community with a thriving economy and sustainable environment.

Truro provides some good evidence for the description above. Our Town offers a quality of life beyond the capacity of many places around the world. Still, all would likely agree that there is room for betterment. While Municipal government cannot shape all of the elements that affect our place in the world; it can provide leadership to build the local resilience necessary to respond to them. This Community Sustainability Plan intends to provide direction for both civic and citizen leadership as together we shape our community to become better.

The Community Sustainability Plan is one component of a new integrated approach to Town planning. Together with a revised and updated Municipal Planning Strategy, Land Use By-law, and Sub-division By-law, it forms part of the Town of Truro Community Plan. The ideas, policies, and regulations that together form the Town of Truro Community Plan aim to maintain and enhance what does contribute positively to quality of life in Truro, and within our limited means, the world. The scope of these municipal documents is ambitious: providing, for example, dos and don'ts for citizens on matters as specific as the percentage of a shed roof allowed to be covered by a dormer; while elsewhere suggesting vehicles for Council to expand community participation in governance and other measures grounded in shared-values of sustainability.

The Town of Truro Community Plan is a collection of documents that can stand alone as planning and governance statements that are integrated and aligned by common principles to provide a unified framework for citizens and Council. It is dynamic in that each of its components is subject to on-going review in response to changing circumstance, but also in the sense that it will be expanded to include new documents composed or revised through the lenses of sustainability it provides. Examples for future inclusion in the binder may include departmental strategic plans and the next version of the Town's Strategic Plan.

The Community Sustainability Plan (CSP) is rooted in the broad range of views expressed by area citizens in the Truro, Have Your Say public engagement effort. Issues and opportunities were identified through a town-wide survey, several public gatherings, and interviews. These community concerns and ideas form a vision of sustainability embodied in the Vision Statement and goals set out in the first part of the CSP: Envisioning Sustainability.

Envisioning Sustainability begins with a discussion of terms at the core of vision: sustainability, community, economy, and environment. Sustainability is essentially the capacity to endure, but in the context of our town, also includes aspirations of being a flourishing community now and for future generations. Detailed results from the Truro, Have Your Say work follow. In response to the clear commitment of the community to principles of sustainability, in October 2009 the Mayor and Council adopted a Town of Truro Sustainability Charter:

Town of Truro Sustainability Charter

The Mayor and Council of the Town of Truro commit to developing a sustainable community. Our actions and policies will consider the needs of both current and future citizens of Truro. Our vision for a sustainable Truro reflects our responsibility to balance:

*Stewardship of our natural environment
Pursuit of a thriving economy
Building a just and vibrant community.*

We encourage all the citizens of our area to undertake these goals.

The Truro Sustainability Charter and parallel vision statement expand to a set of priorities and goals that conclude the Envisioning Sustainability section of the CSP.

The second section of the Town of Truro Community Sustainability Plan presents a series of opportunities toward the realization of the vision of sustainability. Implementing Sustainability maps various routes to greater sustainability by presenting some of the current initiatives of the Town. This positive starting point includes recent energy efficiency initiatives, downtown revitalization efforts, and heritage celebration. Projects and ideas for both Council and community to pursue a more flourishing and sustainable town are presented in a series of 13 Sustainability Action Opportunities. Topics such as Public Transit and Victoria Park Policy & Development are presented with suggested actions, funding sources, community benefit assessment, and collaborators.

The Implementing Sustainability section continues with a survey of structural models used by other municipal governments to move the sustainability agenda forward. By way of considering which of the options would be most appropriate for Truro, the CSP assesses four underlying priority issues in the community that should inform any implementation strategy. These form the basis of four recommendations for Council:

1. Council should prioritize community connectivity and traffic reduction through integrated development of active and public transportation systems, as well as route and parking efficiencies.
2. Council should evaluate and renew its relationship with the Colchester Regional Development Agency in the pursuit of a thriving resilient localized economy for the Town.
3. Council should initiate a day conference of municipal stakeholders, including elected representatives and senior staff from within the greater Truro area, as well as CoRDA, to communicate about respective policies, programs, priorities, and issues, especially those where either occasion for conflict or opportunity for increased collaboration exists. Similar gatherings should be scheduled at least bi-annually.

4. Council should embark on a series of measures to increase participatory governance, community collaboration, and effective communications. These measures should include the expanded use of communications technologies, more frequent and dynamic community gatherings, a review of committee and advisory group contributions, comprehensive communications strategy and policy development with training component.

Implementing Sustainability concludes by suggesting some next steps toward realizing our vision. At the core of this is a recommendation to embark on a Collaborative Community Implementation Model. This innovative community-centred approach offers a dynamic route to sustainable development. A specific twelve-step course of action for Council is also presented, along with the draft text of a Town Sustainable Procurement Policy. The recommended twelve steps for Council are as follows:

1. Complete public consultations, subsequent revisions, and formal adaptation of the Community Plan.
2. Public launch of Sustainability Charter and Sustainability Plan.
3. Develop consensus on the principal recommendations and priority opportunities/actions of the Community Sustainability Plan.
4. Compose and circulate a memorandum to senior staff articulating the departmental implications of the CSP in terms of policies and planning. The CSP will also impact on the next round of Strategic Plan revisions.
5. Allocate resources and staff time to facilitate interim implementation steps.
 - a) Hire an interim Sustainability Coordinator using funds designated in the 2010 Planning & Development Services departmental budget.
 - b) Commission the Sustainability Coordinator (SC) to generate new funding from external sources to contribute to the longer-term implementation process (eg. Green Municipal Fund).
 - c) Form a staff working group on sustainable/green practices within municipal operations. This group should include the interim SC and representatives from several departments (eg. Purchasing Assistant, Cultural Coordinator, Planning Administrator, Tree Technician, Administration and Events Coordinator, etc.). It could also involve CoRDA's Sustainability Coordinator.
6. Participate in and support a Sustainable Truro: Collaborative Community Implementation working group on the development of the initiative within the greater Truro area.
7. Finalize and adopt the Sustainable Procurement Policy along with a training and implementation process including communication to vendors.
8. Formalize the Energy Committee to oversee the remainder of the Energy Audit, pursue funding for identified efficiency opportunities, revive wind turbine project evaluation, and draft small-turbine by-law. Consider expanding the Committee mandate to Green Infrastructure concerns. Expand the Committee to include community members.
9. Stage a communications training workshop for Council and senior staff with participatory governance and communications technology components. Develop a comprehensive communications policy and strategy.

10. Raise funds for & draft an RFP for Public Transit study, possibly in conjunction with a Public Works traffic working group that considers broader issues, including active transport plans and area collaborators.
11. Develop a green and open space master plan, including a Victoria Park Stewardship Strategy and Parks & Facilities Commercial Activity Guidelines.
12. Prioritize and act on selected projects identified in the Community Sustainability Plan Opportunities Chart in collaboration, where appropriate, with the Sustainable Truro roundtable group.

The Town of Truro Community Sustainability Plan does not outline indicators of achievement and methods of measuring sustainability. Choosing and using these tools is left to the Collaborative Community Implementation body envisioned in the CSP. This Plan provides a minimal and expandable framework for true community and civic leadership toward a future that is sustainable in relation to our environmental, cultural, economic, and social well-being. It anticipates on-going commitment to dynamic community and sustainable infrastructure.

The Town of Truro Community Sustainability Plan is required by the Municipal Funding Agreement governing the allocation of Federal gasoline excise tax funds. More importantly, it responds to a climate of change in thinking about our relationship with our environment, our livelihoods, and each other. It is hoped that as an expression of our vision for a sustainable community, the CSP will not only boost our sense of common purpose, but will communicate Truro as an enlightened town -- a desirable place to be.

Prepared and presented by:

Planning and Development Services Department
Town of Truro, Nova Scotia
June 2010

2 • Envisioning Sustainability

2.1 Key Concepts & Principles

2.1.1 Sustainability

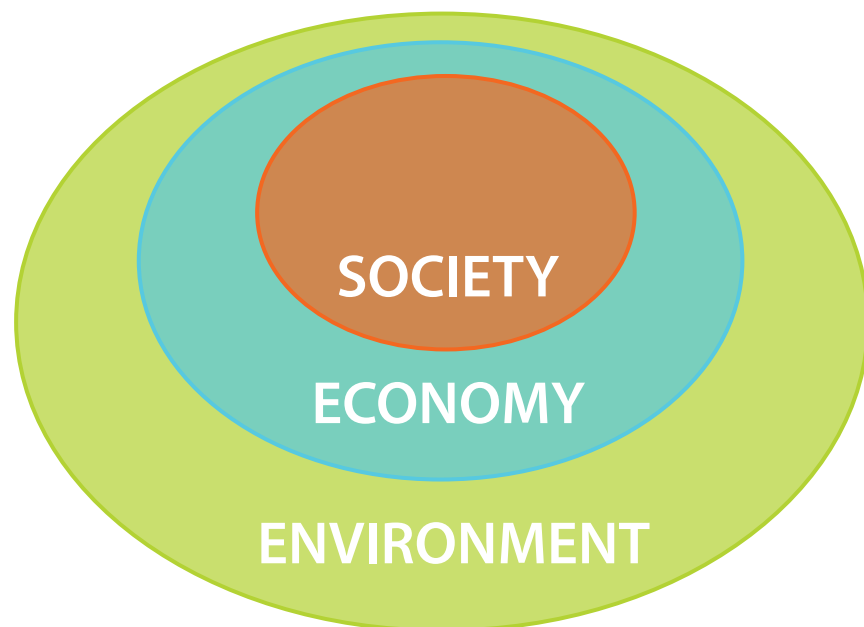
Sustainability simply means a capacity to endure. In the context of a town, it implies not only survival, but a flourishing community. For our purposes, sustainability involves considering the needs of future generations as we make decisions today.

The term sustainable has been used frequently over the past twenty-five years to link the need for societal development with the need for protection of the natural environment. Sustainable actions provide for the future by not borrowing beyond the means of our environment.

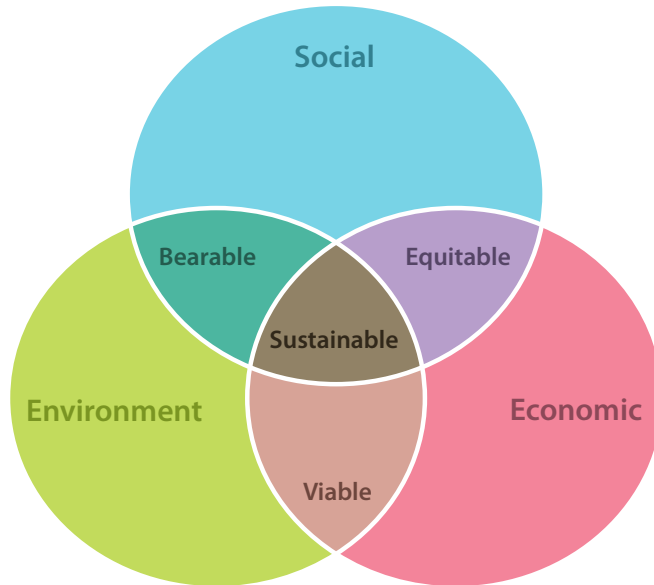
Sustainability policy, especially when stated in international agreements, is most often a reaction to unsustainable practices that have become the norm. In a municipal planning context, sustainability has come to refer to the ideal of development that considers and balances three elements:

1. Environment
2. Economy
3. Community (including ideas of Social and Cultural development).

Various diagrams have been offered to explain the inter-relation of the three sustainability components. Some of these put Community at the centre (sometimes called Society), surrounded by Economy, which is then enclosed by the largest circle, Environment:



Other diagrams illustrate the concept of sustainability by use of intersecting, rather than concentric circles:



The approach taken throughout this framework document and over the course of developing an Integrated Community Sustainability Plan for the Town of Truro most closely aligns with the first of the two illustrations above. Conveniently, the concept can also be conveyed using a capital letter T, as in Truro:



Our Truro sustainability diagram presents the essential role of each element in forming the whole, but also recognizes that the environment is the central pillar necessary for supporting the other two.

2.1.2 Community Sustainability

The goal of community sustainability reaches beyond merely a functioning municipal unit towards an enjoyable place to live along side others. Governments have always existed to shape and manage society through laws, policies, and services. The call at this time for inclusion of Community Sustainability in municipal planning documents, consisting of social and cultural elements, implies either new opportunities to strengthen community with long-term thinking, or concern about the erosion of the factors creating Sustainable Community, or a mix of the two.

The concepts of social and cultural sustainability differ from each other, but are closely linked by their concerns with community livability. Social sustainability involves the needs of citizens in relation to such matters as healthcare, housing, legal protection, and political participation. Cultural sustainability is closely linked to respect for and value of cultural diversity. The term culture is commonly used in reference to both the arts and ways of being that characterize a particular group of people.

For our purposes, we are combining the concepts of social and cultural sustainability into that of community sustainability. This recognizes the critical intersection between having basic societal needs met within a community and the enrichment of diverse culture.

2.1.3 Economic Sustainability

Economic Sustainability reaches beyond just the pursuit of money to goals of wealth creation that benefit the community without damaging the environment. A sustainable economy continuously recreates the means to live while living within its means. It is characterized by opportunities for workers to use their skills and entrepreneurs to create new ventures.

While financial gain and job creation are also existing priorities for all levels of government, the impetus for Economic Sustainability measures in municipal planning documents must be seen in the context of current environmental concerns arising in great part from industrial activity. While economic activity needs to be constrained by environmental stewardship, we are also presented with opportunities for green innovation that can stimulate the economy. For instance, concerns about the impact of industrialized agriculture, dependent on fossil fuels for nitrogen inputs and transport of goods, has led to increased production and sales of local food.

2.1.4 Environmental Sustainability

Environmental Sustainability is perhaps the most easily grasped concept of the three sustainability components. There is little question about the need for it to become a central consideration in municipal planning. Pollution, excess waste, climate change, loss of plant and animal diversity, and peak oil are all issues requiring collective and individual efforts of prevention and adaptation. Of the three elements of sustainability, environmental protection has been the least prioritized by all levels of government.

Our choice to position Environmental Sustainability as the supporting pillar of Community and Economic Sustainability reflects an understanding of the urgency of environment issues with which we are faced. As well, the legislative requirements occasioning the development of an Integrated Community Sustainability Plan provide measurable criteria and fiscal incentive only for the environmental pillar of sustainability.

2.1.5 Integrated

The idea of an Integrated Community Sustainability Plan is twofold. First, an integrated plan provides a framework for concurrent and future plans, integrating them through the filter of sustainability. Secondly, the concept of integration presents an alternative to that of isolation. Isolated planning tends to create conflict among interests perceived to be in competition. It often results in short-term solutions that breed longer term problems or lost opportunities.

The Community Sustainability Plan is a stand-alone document that accompanies the principle planning documents. This provides an framework for planning to promote the inter-connectedness of policy areas that most often are departmentalized in governments. Transportation, public health, housing, economic development, natural surroundings, public engagement, and justice issues each impacts on the others. An integrated approach to achieving sustainability acknowledges and develops these linkages.

Rather than plan for environmental stewardship, economic growth, and community development in isolation from one another; an integrated approach to planning and decision-making weighs possible outcomes for each component even when commissioned to have a primary focus on one.

Balancing the three pillars of sustainability requires, in implementation, both formal mechanisms and information exchange to ensure an integrated approach. An example of formal mechanisms is a Sustainable Procurement Policy that weighs ethical, environmental, and economic factors in decision-making. Information exchange might take the form of having an environmental specialist participate in an Industrial Development Committee.

2.2 Public Participation Program

2.2.1 Introduction

Truro, Have Your Say: We're Listening is an on-going public engagement framework to inform and elicit views on matters related to Truro's sustainability. It has been developed by the Town Planning Department in collaboration with a Sustainability Consultant contracted by the Town.

Ideas and opinions expressed through various Truro, Have Your Say (THYS) activities provide an important component of the foundation of an Integrated Community Sustainability Plan (ICSP) for the Town of Truro. All municipalities in Nova Scotia are legally bound to submit such a plan in 2010 as a requirement for continued receipt of a portion of the Federal gas tax transferred to the Province. In September 2005, the Federal Government and Nova Scotia entered into a Municipal Funding Agreement (MFA), which set out the terms and conditions of the program for municipalities.

An ICSP seeks to direct the environmental, community (social and cultural), and economic development of our Town with an integrated long-term vision. Our ICSP aims to empower our community to address current and future needs, embedding infrastructure requirements within broader strategies. An essential element of empowering communities, and itself evidence of the sustainability of a community, is that citizens have on-going opportunity not only to elect representatives but also to express their own views directly through vehicles such as public meetings and surveys.

The Town's Municipal Planning Strategy (MPS) is central to community development. The ICSP aims to provide a framework for updating some portions of the Town's current MPS (adopted by Council in 2004). The public engagement activities of Truro, Have Your Say have, in turn, informed the 2010 Truro MPS revision. To an extent, these inclusions are evidence of the "We're Listening" aspect of THYS.

The Town has experienced changes over the past five years and it has become evident that there are a number of development issues in the Town that are not adequately addressed by the Town's current planning policies. There is growing interest among some Town residents and developers to update the MPS to address today's development pressures.

The fact that the need to update the Town's planning documents coincides with the requirement to develop an ICSP for the Town presents an opportunity for the Town to address both issues with one process. Taken together, the revised MPS and ICSP framework document will result in a new Community Plan. Public participation has been and will continue to be an important component of a MPS review and the ICSP development.



2.2.2 Purpose and Methods

In addition to legislative requirements for a Community Sustainability Plan, the Town of Truro is actually endeavouring to render itself more sustainable through its policies and practices. Similarly, beyond procedural requirements of public engagement, we strive to create community together through speaking and listening to one another.

We have titled our efforts *Truro, Have Your Say* with the tag line *We're Listening*. We branded the project with our logo that conveys this two-way communication.

The THYS participation project has consisted primarily of public workshop meetings called *The Fire Hall Sessions* and a community-wide questionnaire survey distributed by mail and internet website.

The two THYS elements have been shaped by the following purposes:

- a) Fulfillment of procedural public participation requirements;
- b) Genuine public engagement;
- c) Opportunity for community leaders to hear the views of citizens;
- d) To be seen to be listening, valuing each other's opinions;
- e) To educate leaders and citizens on issues of sustainability;
- f) To elicit ideas, inform priority setting, gauge opinion, identify potential tensions, and inspire;
- g) To further a sense of community with common purpose.

The first Fire Hall Sessions, held in January of 2009, brought together a diverse range of Truro residents around the theme of Our Town, Our Environment, and Our Future. Each two hour session consisted of large and small group discussion. We began with brief presentations on town planning, the Integrated Community Sustainability Plan, and concepts of sustainability. This was followed by a ‘kitchen table’ discussion that allowed any four people to chat about our themes to each other while the entire room listened.

The Fire Hall Sessions also included a community mapping exercise where small groups of 5 – 8 people were asked to plot issues and opportunities in relation to environmental, economic, and social-cultural sustainability on custom-designed maps of the town. We developed a system of symbols and stickers for this activity. Each group then presented their views to the entire room.

Another THYS Fire Hall Session took place in June 2009 around the specific topic of residential development. The Fire Hall Session format is well-suited to respond to other topics of particular concern to the community such as youth engagement, vacant building use, or public transport. The sessions have been planned to convey a welcoming and relaxed environment where citizen input is valued. Additionally, elements of sustainability have been embedded in choices of venue, room set-up, and so forth.

While the Truro, Have Your Say questionnaire was designed primarily to survey the views of citizens, it also functioned as an introductory document of sustainability awareness and education. To this end, a definition of sustainability was offered as: considering the needs of future generations as we make decisions today. This was accompanied by the statement that Truro needs to care for its environment to sustain a thriving economy and community. Admittedly, this introduced a response-bias into the survey. However, it was necessary in fulfilling the dual purposes of education and consultation.

The awareness function of the survey also led to the decision of presenting an extensive set of options under each numerical question. Fewer questions, with fewer and less detailed response options, would quite likely have garnered a higher over-all rate of response to the survey. However, it would have resulted less-specific and therefore less-useful data. As well, fewer response choices would not have served as well in the intended purpose of provoking awareness about sustainability issues and opportunities.



Keys to a Successful Fire Hall Session

To continue the success of Truro, Have Your Say future Fire Hall Sessions should also endeavour to include as many of the following features of the Fire Hall Sessions as possible:

- a) publicity for the meeting that will inform a diverse range of attendees of the event (radio, newspaper, internet, word-of-mouth, posters, church bulletins, schools, etc.);
- b) personal invitations to community activists, leaders, organizations, specific sector stakeholders, diverse groups;
- c) a neutral public venue, preferably located within walking or cycling distance of several neighbourhoods;
- d) a room sized to accommodate 75 – 200 people so as to be large enough without being so large as to create the impression of poor participation;
- e) table and chairs arranged to encourage the possibility of eye-contact among participants and not just back and forth between citizens and facilitators;
- f) visual (art, photography, maps) and musical background (recorded or live) that create a relaxed atmosphere and celebrate local culture prior to the sessions commencement and during a break;
- g) exterior event name and directional signage to welcome all;
- h) local refreshments (eg. Nova Scotian apple cider, cheese, baked goods), possibly served by a community group;
- i) designated area and activities for children;
- j) set times for start and finish that do not exceed 90 minutes and that accommodate as many citizens as possible (repeat sessions at an afternoon and evening timeslot possibly);
- k) visual aid equipment ready to operate, public address system with a mobile microphone;
- l) activities: large group, small group, hand-outs, maps, exercises, guiding questions;
- m) informal facilitation (pleasant conversational tone) and on-hand experts;
- n) a specific articulated theme and communication of how information will be acted on; and
- o) eliciting of citizens' view as the primary goal of the evening.

2.2.3 The Community Mapping Exercise

The Community Mapping Exercise conducted as part of the Fire Hall Sessions involved several small groups working together on a set of community maps to identify what they consider to be the issues and opportunities facing Truro. A broad selection of stickers representing different issues and opportunities were provided and the groups were asked to use these to show on the map where they believed these issues and opportunities exist. Blank stickers were also provided to allow for the introduction of other ideas. The mapping exercise also allowed participants to document their ideas on how Truro could become a more sustainable community.





















All of the maps that were produced by each group were then compiled to create a series of maps that summarize the issues and opportunities facing Truro. The stickers used in the exercise along with the summary maps are shown on the following pages.

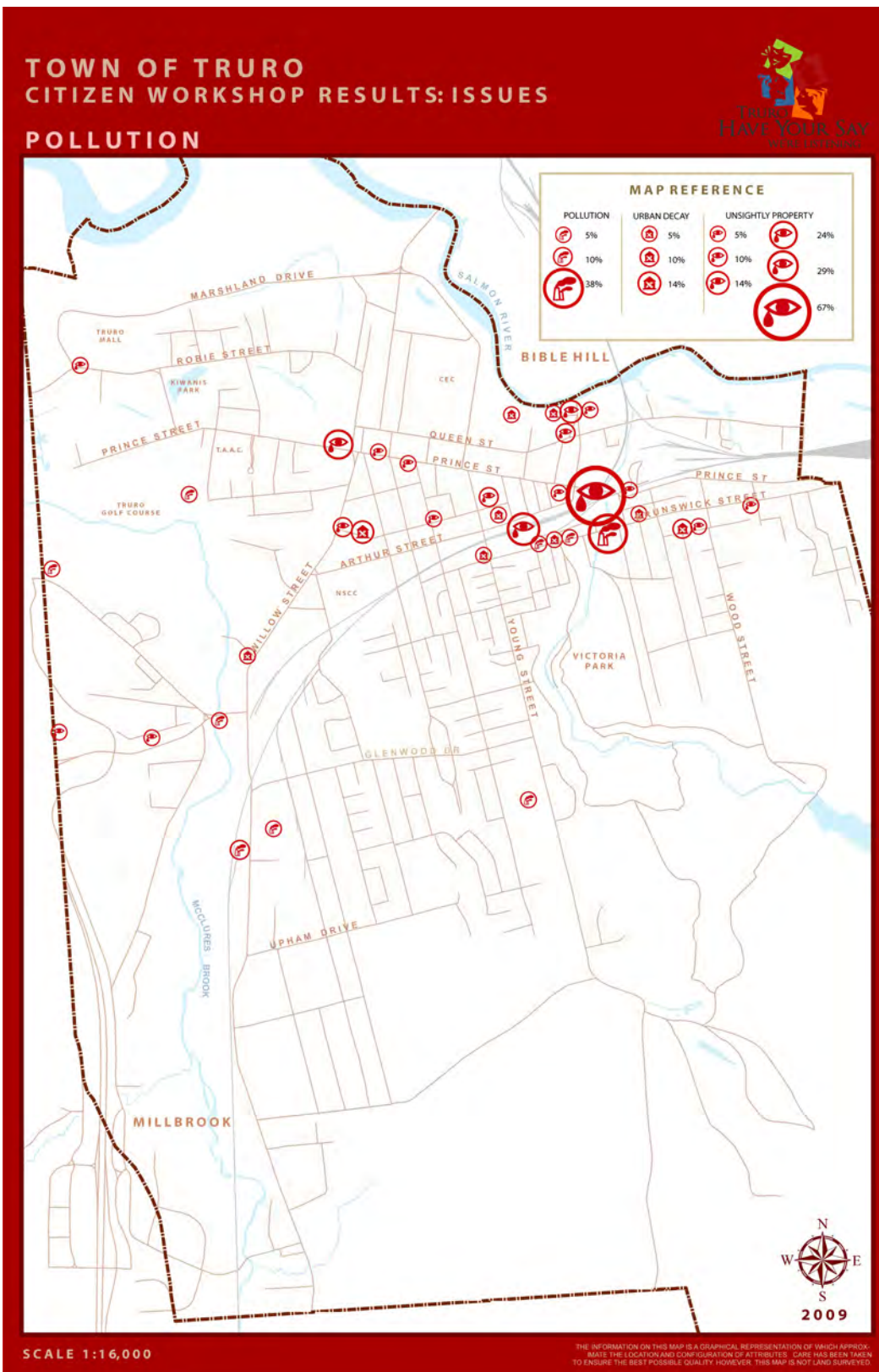
Issues

	Pollution		Decaying Infrastructure
	Not Child Friendly		Unsightly Property
	Lack of Green Space		No Trail or Walking Route
	Incompatible Land Use		Lack of Public Amenities
	Urban Decay		Traffic Problem
	Loss of Community Identity		No Bicycle Route
	Not Pedestrian Friendly		Habitat Loss
	Not Senior Friendly		Poor Accessibility
	Energy Waste		Waste of Resources

Stickers Used to identify issues and opportunities in the Community Mapping Exercise

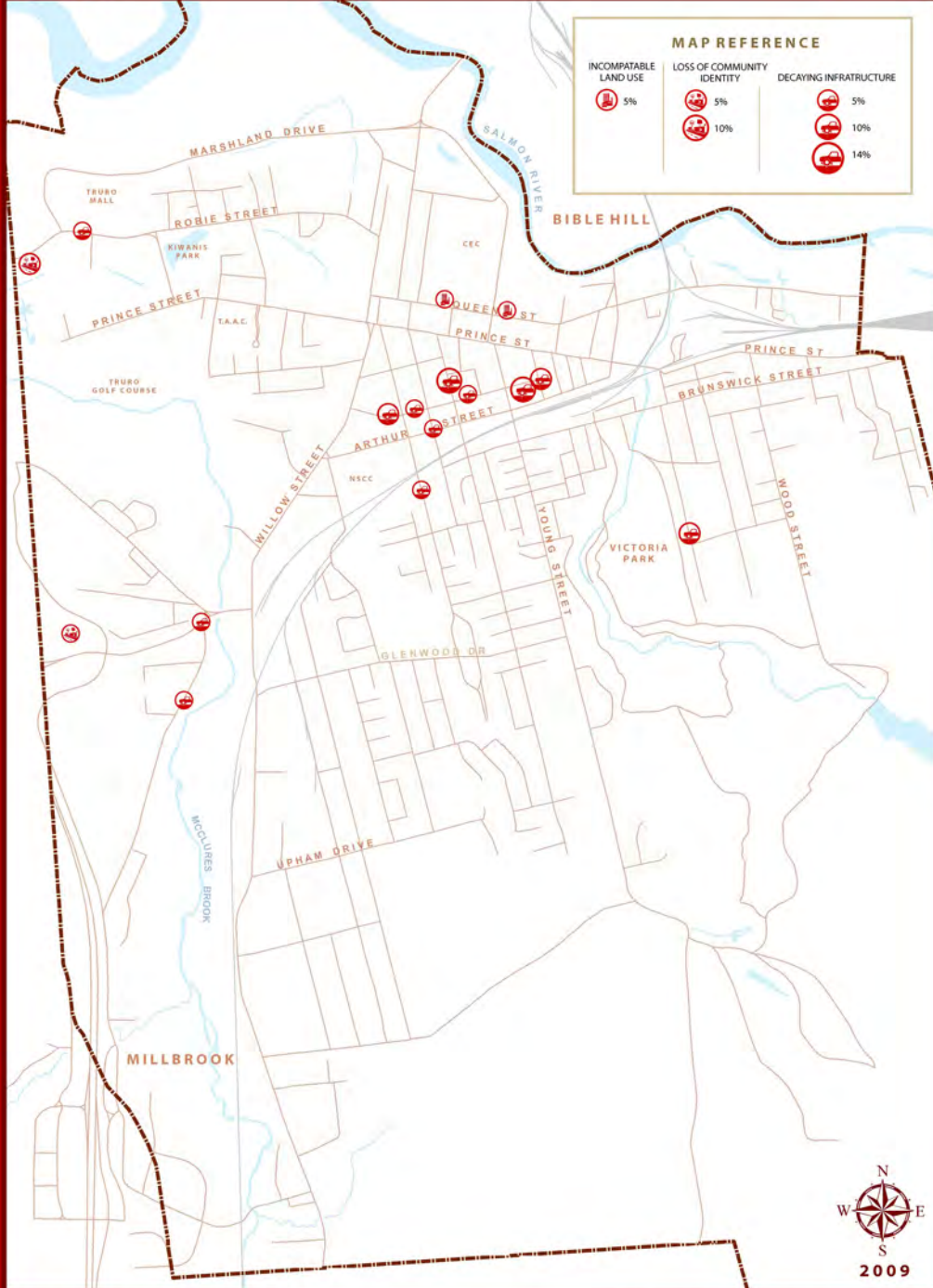
Opportunities

	Redevelopment Opportunity		Beautification
	Community Garden		New Residential Development
	Arts & Cultural Spot		New Commercial Development
	Heritage/Architecture Preservation		New Industrial Development
	Children /Family Spot		Bicycle Route
	Senior Activity Spot		Public Transit
	Public Event Space/Town Square		New Streets/Roads
	Town Symbol/Public Art		Alternative Energy Sites
	Protected Wildlife/Habitat Conservation		Resource Conservation Site
	Park/Green Space		Walking Route/Trail



TOWN OF TRURO CITIZEN WORKSHOP RESULTS: ISSUES

DECAY



SCALE 1:16,000

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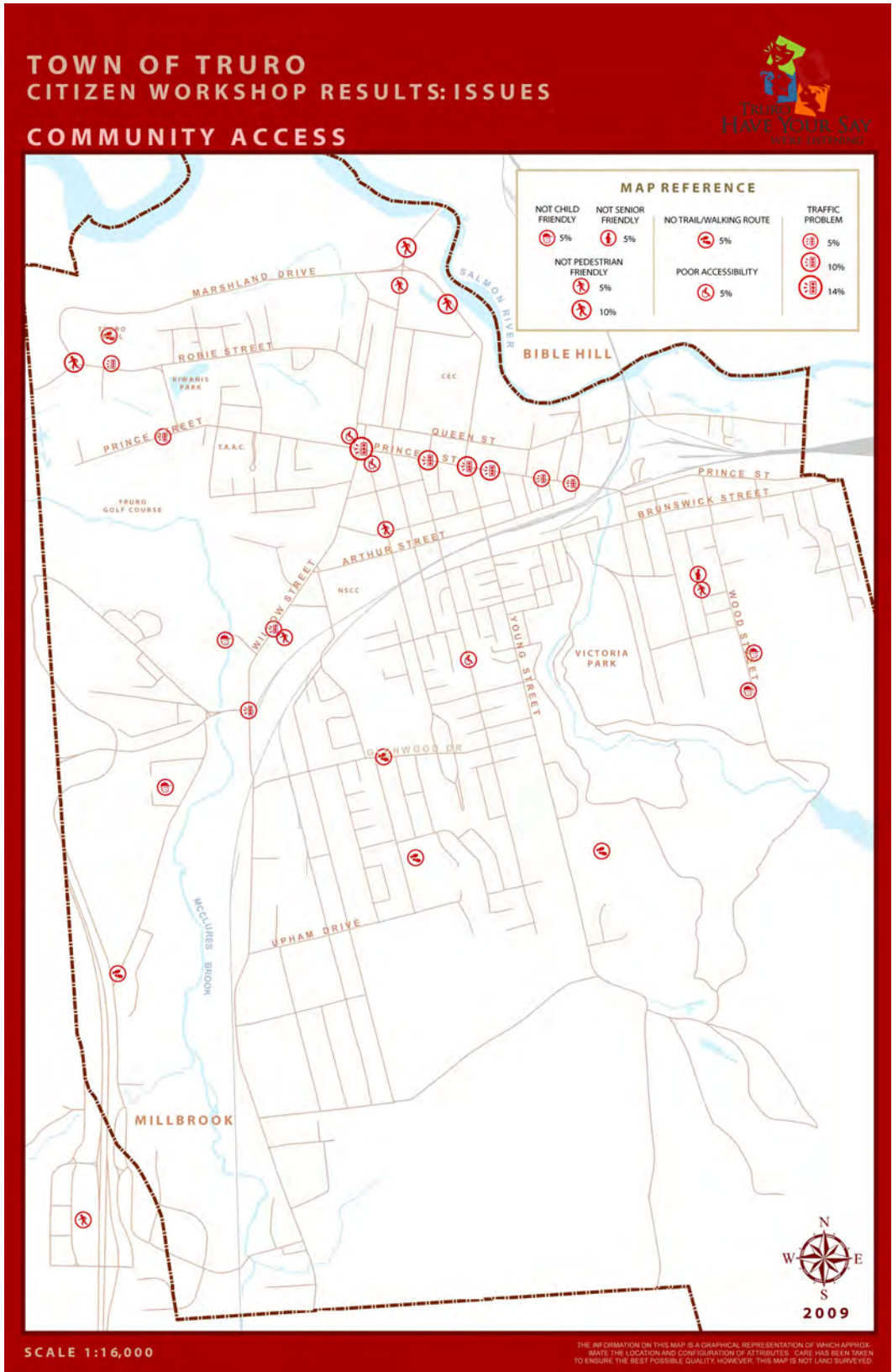




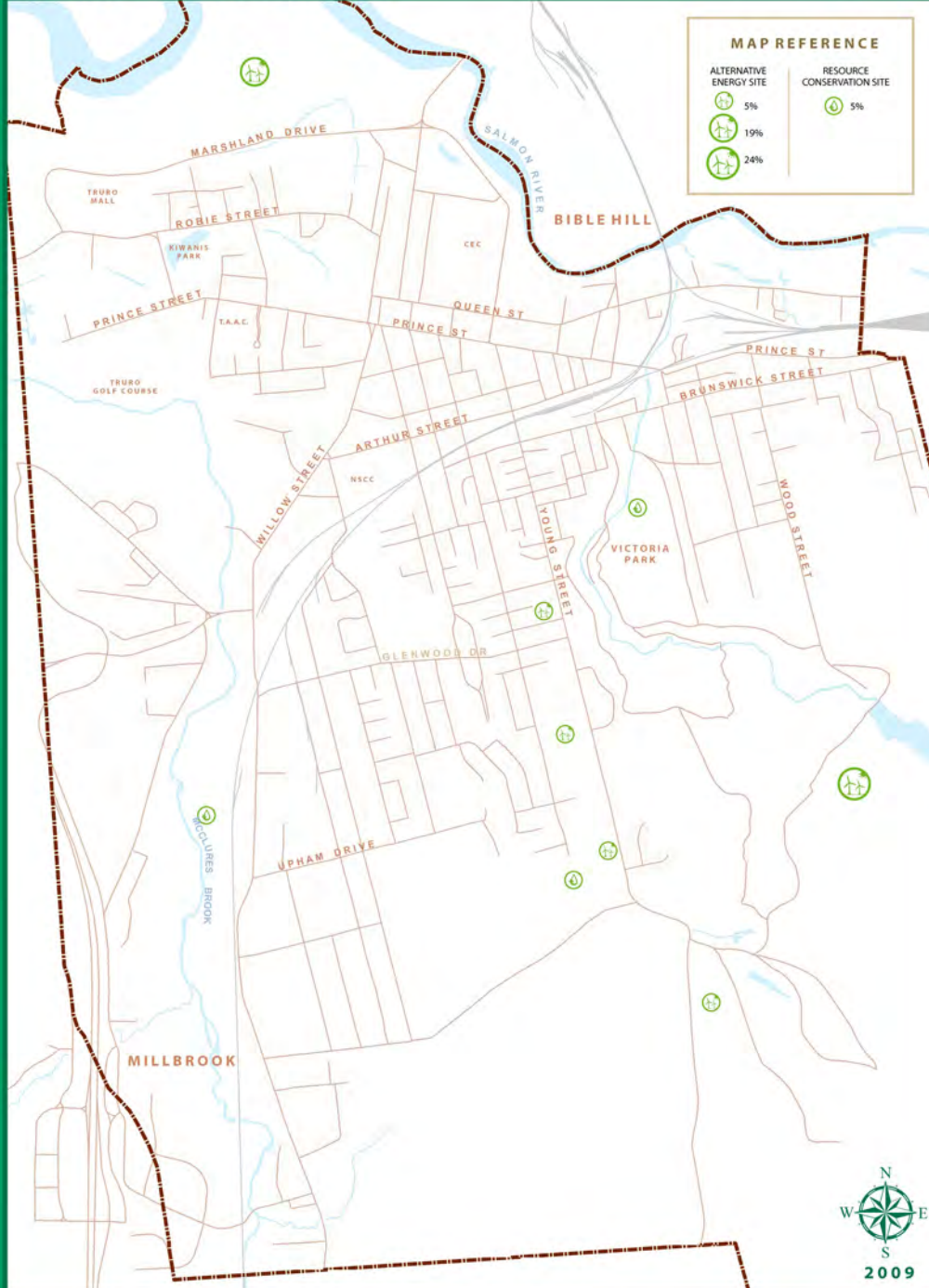
TOWN OF TRURO CITIZEN WORKSHOP RESULTS: ISSUES NATURAL & PUBLIC AMENITIES



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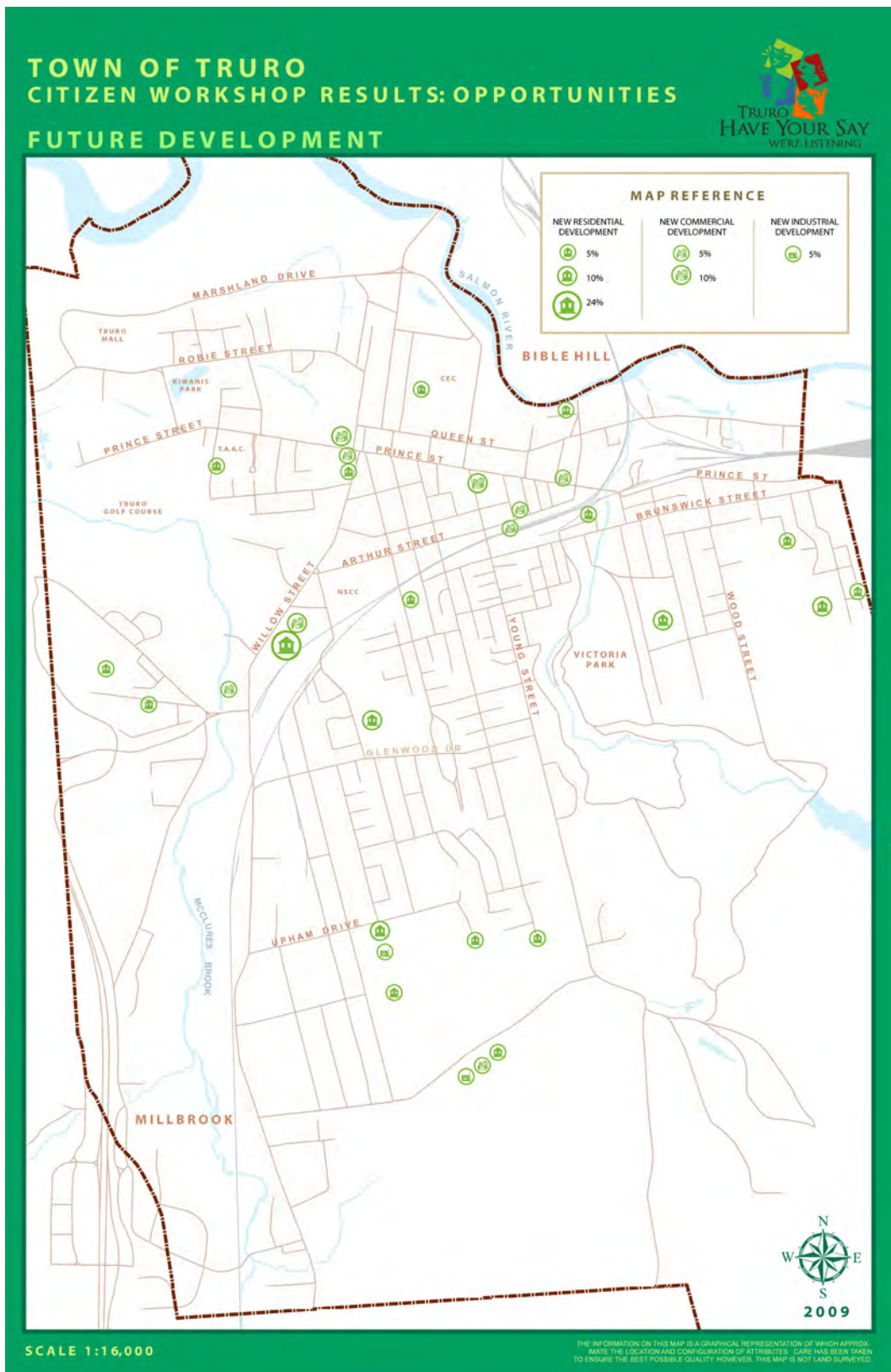
TOWN OF TRURO CITIZEN WORKSHOP RESULTS: OPPORTUNITIES ENERGY & RESOURCES



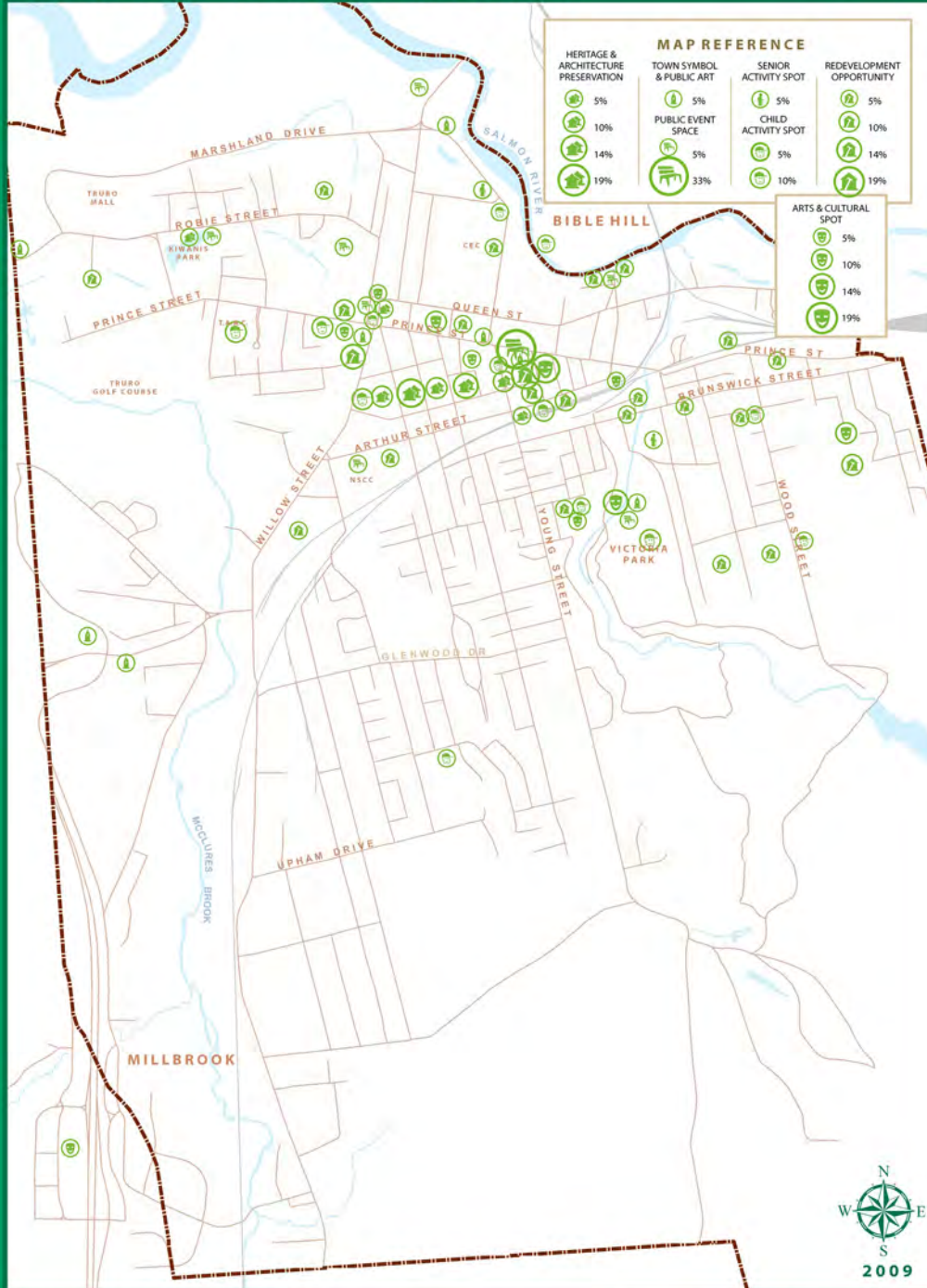
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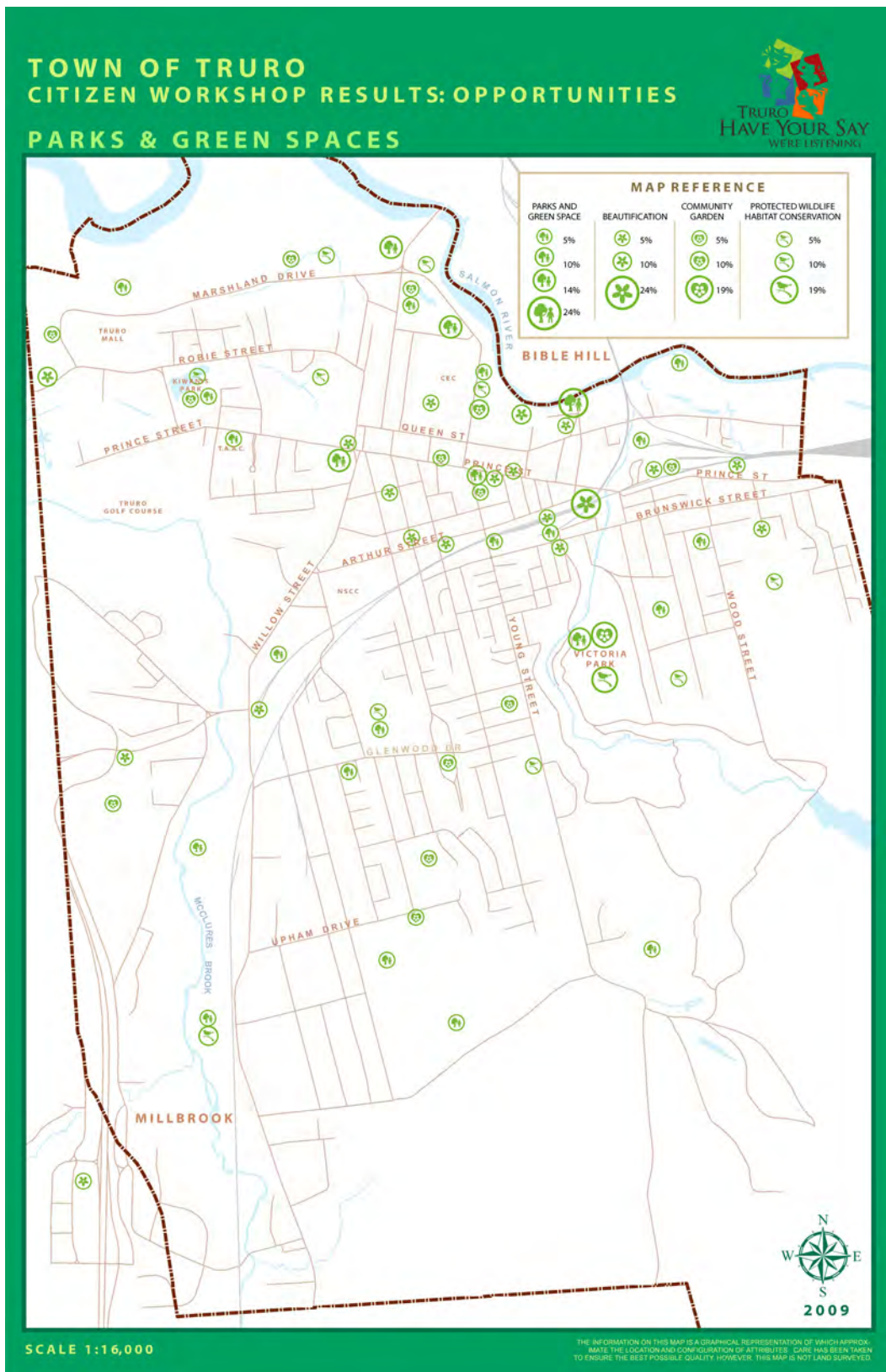
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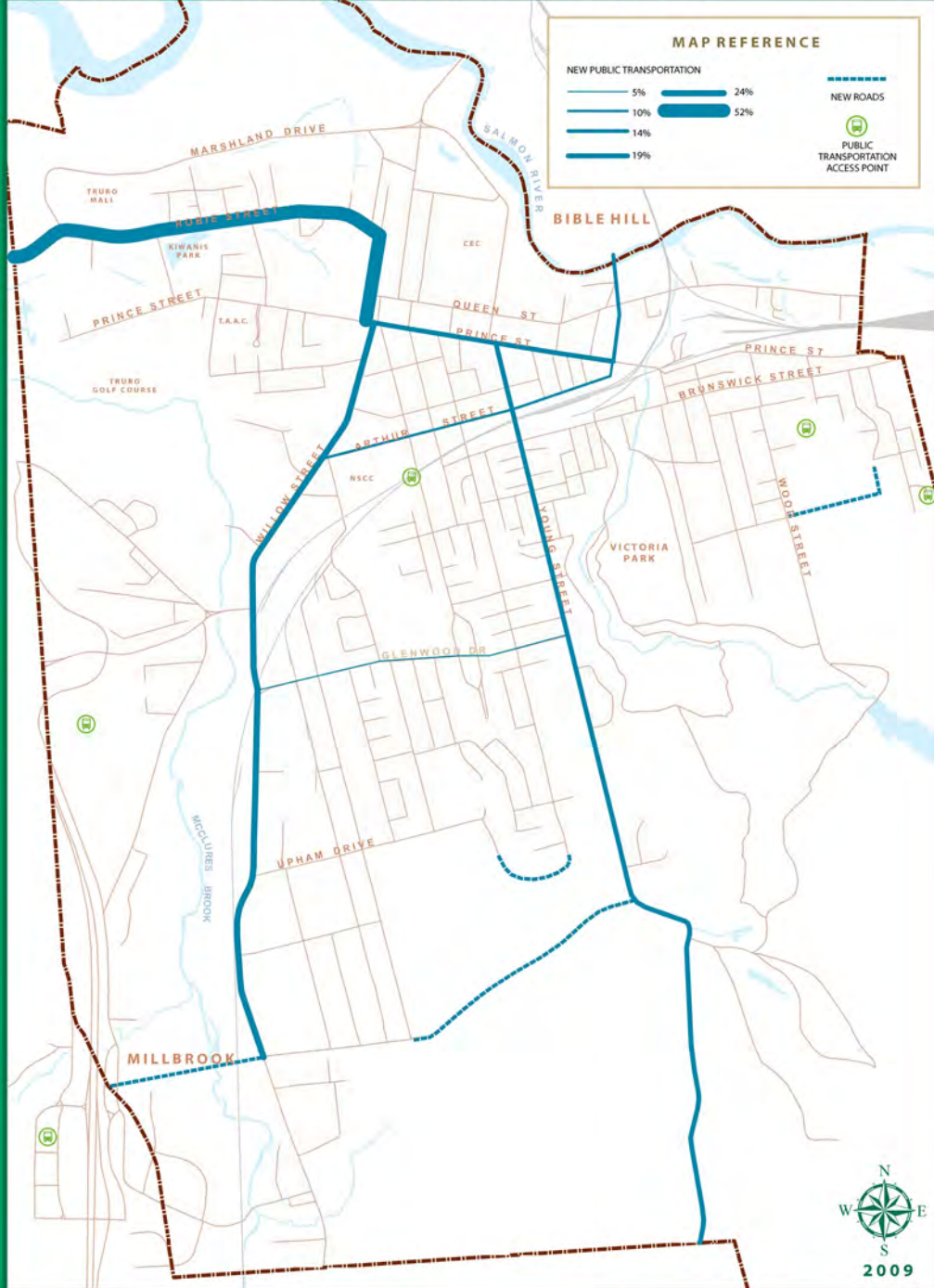


TOWN OF TRURO CITIZEN WORKSHOP RESULTS: OPPORTUNITIES COMMUNITY HERITAGE & EVENTS





TOWN OF TRURO CITIZEN WORKSHOP RESULTS: OPPORTUNITIES PUBLIC TRANSPORT & ROAD DEVELOPMENT



THE INFORMATION ON THIS MAP IS A GRAPHICAL REPRESENTATION OF WHICH APPROXIMATE THE LOCATION AND CONFIGURATION OF ATTRIBUTES. CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY. HOWEVER, THIS MAP IS NOT LAND SURVEYED.

A Sampling of Fire Hall Session Discussion

- People like the size of Truro, lively cultural community, interesting heritage buildings, scale is good and nothing bad enough to cause him to leave, heritage places are about outdoor spaces too.
- Truro is an agricultural centre, a great place to start a business, there is a good mixture of old and new buildings. More focus needs to be placed on green space to allow for more cross-generational time together in neighbourhoods to get to know people, take care of each other.
- A developer from Halifax noted that people are easy to deal and work with, it's a fun to do business, Truro is an attractive community. Suggested that more people need to go the extra mile to preserve greenery, big difference from Halifax looking out at concrete vs looking out at green space, need to teach children to respect the environment, interact with the environment
- Resident who came from a similar town in Ontario, lots of schools, hockey, agriculture, only one hour from city, have become involved in organizations such as Maggie's Place, French School, likes living in the downtown, a safe community, feel blessed, appreciate diversity
- Robie Street entrance needs to be improved, the impression it makes deters people from making it to the downtown, need bicycle lanes, cyclists too afraid to drive on the streets.
- Need a transit system to provide transportation to amenities outside of the downtown such as the movie cinemas, children should be taught how to use transit in school.
- Town needs to be more proactive in fixing holes, accident could have been prevented, one word in 2009 "prioritize", analogy – if a pipe bursts at home you're not going to paint first and then fix pipe, Truro is a great place to live, but it is important to be safe.
- Truro's Downtown Residents Association, which consists of mostly single unit owners of large heritage homes in the centre of downtown who are very concerned about the downtown core, previously safeguards were requested in the Town's planning documents that have been washed down in terms of power, guidelines need to be made more stringent, stronger terminology, need heritage performance standards put in zoning requirements, need to ensure that development is going to be compatible with homes that we live in
- Culture is an important part of a vibrant community that needs more support, one initiative to be more sustainable is life long learning, we need to measure what we have and work with the Canadian Learning Council, ie. Colleges, library, Marigold Centre, new hospital, civic centre, etc.
- Need to develop old Truro Jr. High building, need bike trails and more walking trails, turn the old hospital into affordable housing, CEC high school has outlived itself and is sinking into the ground, need to move John Ross to industrial park, should only have parking on one side of Prince Street, need to explore more options between single dwellings and apartment, more row housing, develop old school sites, increase downtown density with quality development.
- Need public transit but know that it will not make a profit, service to the community, need to put Farmer's Market in old Fire Hall, should use old hospital for civic centre instead of so far out of town
- Make Prince Street two way or only parking on one side with one side safe bike route.

continued...

- Put community garden across from CEC or in Victoria Park and involve more children and seniors together, do geological walks in Victoria Park
- Get rid of concrete/asphalt in Civic Square and make it a governing/gathering point
- Need to address the youth at find out what makes them happy, can we replicate it, more communication with the schools
- Provide food for food bank in a community garden.
- Need program to encourage small business in downtown where someone wanting only 50-60 sf can have space in a larger building
- Vacant properties are becoming eyesores, need bike path along Prince Street, need walking trail along the river
- Need to promote unique business in the downtown
- Reuse school equipment in playgrounds and parks in neighbourhoods
- Development agreements are not followed and need to be monitored and trees replanted that are removed in residential developments
- Need to keep the heritage look
- Promote Victoria Park with more cultural activities, community gardens
- Include Millbrook in transit system, do not allow idling, old schools should become green spaces and parks
- We need more positive forward thinking
- Arts and culture in the Civic Building (old Normal College), develop the waterfront
- Need provisions to develop wind energy
- Capitalize on downtown, not just strip malls and industrial
- Eliminate pesticides
- Capitalize on train heritage “jewels and the junk yard”
- Limit to two units per heritage building, all development agreements must meet parking and amenity space requirements and contribute to urban forest
- Need to enforce and overhaul heritage standards
- Relocation of train tracks in the interest of safety
- Adaptability – need to adapt to be sustainable
- Need at least four units, two units not economically viable, need stricter codes, architectural standards, landmarks of Truro are its architecture
- Rent is already low, do a study to see how much affordable housing is needed
- Get people with special needs more involved in the community, it shows growth
- Clean up Prince Street with underground wires
- Need more “Art in the Park”



2.2.4 Mail-Out & On-Line Survey

In January 2009 Planning & Development Services sent out a questionnaire entitled “10 Questions About Truro” to all mailing addresses within the Town of Truro. A total of 7593 questionnaires were sent out along with an enclosed postage paid return envelope. Copies of the survey and reply envelopes were also made available at the Town Office, Library, and various downtown businesses. There was also an on-line version of survey made available on the Town’s website. There were a total of 698 responses to the survey, 228 of these were on-line and the rest were either dropped off at the Town Office or mailed in.

2.2.5 Statistical Validity

The goal of this survey was not to elicit data for rigorous statistical analysis, but rather to inform public policy. However, the authors stand by the statistical validity of the survey results. Although the total population of Truro is approximately 12,000, for the purposes of determining if the sample sizes in this survey are statistically valid it is assumed that the survey population of Truro would include that portion of the population over the age of 15. According to 2006 Statistics Canada figures, there were 10,200 residents in Truro in this age group. There were 698 responses to the on-line and mail survey which would represent 6.8 percent of the over 15 population. Of the responses, 116 were either incomplete or were completed incorrectly. These responses are not included in the numerical analysis contained in this report but the written comments have been incorporated. The number of fully and correctly completed surveys is 582. Based on this sample size, it can be stated that the results of this survey are accurate to within plus or minus 3.94 percentage points nineteen times out of twenty.

2.2.6 Presentation of Truro, Have Your Say Responses

The Truro, Have Your Say survey generated thorough and thoughtful responses from a healthy number of Truro area residents from various places within the town (as indicated by Postal Codes). This in itself can be interpreted as evidence that Truro already features some degree of an important sustainability characteristic: that of citizen engagement. Whether motivated by dismay at the status quo or optimism for the future, participation in the survey and/or Fire Hall Sessions conveys a desire of citizens to shape their community.

The '10 Questions about Truro' mail survey that was sent out to all mailing addresses in Truro

10

Questions About Truro

1. What do you like the most about Truro?

2. What would make Truro a better town?

3. Please choose the five best ways to make Truro a more vibrant and sustainable community: (rank them from 1 to 5, #1 being the best)

<input type="checkbox"/> Create a downtown public activity space (town square). <input type="checkbox"/> Promote development by relaxing regulations. <input type="checkbox"/> Welcome cultural diversity. <input type="checkbox"/> Support community gatherings like festivals & the Farmers' Market. <input type="checkbox"/> Encourage a mix of businesses and residences in neighbourhoods.	<input type="checkbox"/> Develop the riverfront for public use. <input type="checkbox"/> Increase support for creative arts. <input type="checkbox"/> Ensure a range of affordable, suitable housing. <input type="checkbox"/> Encourage more development in the downtown area. <input type="checkbox"/> (Other) _____
---	--
4. Please choose the five most important principles to guide us as we develop our community: (rank them from 1 to 5, #1 being the best)

<input type="checkbox"/> Preserve our heritage architecture. <input type="checkbox"/> Increase our tax base. <input type="checkbox"/> Improve the appearance of our town. <input type="checkbox"/> Maintain property values. <input type="checkbox"/> Boost our sense of community and belonging.	<input type="checkbox"/> Be 'open for business'. <input type="checkbox"/> Protect nature and the environment. <input type="checkbox"/> Keep the downtown vital. <input type="checkbox"/> Develop unique town symbols and identity. <input type="checkbox"/> (Other) _____
---	---
5. Please choose the five best ways to make Truro a better place environmentally: (rank them from 1 to 5, #1 being the best)

<input type="checkbox"/> Reduce consumption, waste, and garbage. <input type="checkbox"/> Increase public transportation options. <input type="checkbox"/> Reduce use of pesticides. <input type="checkbox"/> Promote local goods and food choices. <input type="checkbox"/> Create an anti-idling by-law.	<input type="checkbox"/> Require energy efficient construction and improvements. <input type="checkbox"/> Support active transport such as biking and walking. <input type="checkbox"/> Improve our air and water quality. <input type="checkbox"/> Use clean energy sources. <input type="checkbox"/> (Other) _____
--	--
6. Please choose the five best ways to make Truro's economy both thriving and sustainable: (rank them from 1 to 5, #1 being the best)

<input type="checkbox"/> Strengthen existing businesses and industries. <input type="checkbox"/> Develop new business and industry. <input type="checkbox"/> Attract more tourists and visitors. <input type="checkbox"/> Encourage people to shop locally. <input type="checkbox"/> Adapt to the effects of climate change.	<input type="checkbox"/> Provide more assistance to those in need. <input type="checkbox"/> Motivate young people to stay in Truro. <input type="checkbox"/> Spend on infrastructure projects such as roads and sidewalks. <input type="checkbox"/> Attract more big national chain stores. <input type="checkbox"/> (Other) _____
--	--
7. Please choose the five best ways for Truro to plan for an increase in population: (rank them from 1 to 5, #1 being the best)

<input type="checkbox"/> Create apartment units in existing large houses. <input type="checkbox"/> Expand infrastructure to service vacant lands for new development. <input type="checkbox"/> Encourage apartment buildings in commercial areas. <input type="checkbox"/> Develop vacant land in existing neighbourhoods. <input type="checkbox"/> Encourage mixed-use buildings downtown (business & residential).	<input type="checkbox"/> Encourage apartment buildings in existing neighbourhoods. <input type="checkbox"/> Develop or expand mini-home parks. <input type="checkbox"/> Encourage new residents to live just outside of town. <input type="checkbox"/> Convert vacant buildings for residential use. <input type="checkbox"/> (Other) _____
--	---
8. Please indicate whether you agree or disagree with the statements below:

AGREE	DISAGREE	NOT SURE	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro offers its senior citizens a full range of social and recreational opportunities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro offers good choices for continuing education.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro needs more parks and green space.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro is easy to get around in by car.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro offers good opportunities for sports and recreation.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The people of Truro are generally healthy and fit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truro offers a variety of culture and entertainment.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If I want to, I can have a say in how my town is developed and run.
9. What is your vision of a sustainable Truro 20 years into the future? What would be different from now? How can we get there?

10. Do you have any other comments about the topics of this survey? Any other ideas to make Truro an even better town?

Please Provide Your Postal Code:

What's next? ...see reverse

To present a synthesis and analysis of responses to the THYS survey, this report uses a series of graphical charts indicating levels of support for particular views in response to the 10 questions.* In the case questions utilizing a ‘rank your choice’ format, three graphical representations present the data from slightly different angles: Responses as Ranked by Preference, Responses as Percentage of Total Responses, and First and Second Choices of Respondents. *(Note: Question 10 asks for any additional questions, and so, responses have been collapsed into the reporting of the previous questions.)

In addition to the graphs, comments are presented to provide a framework for understanding and using the information. First, a clarification of the question’s wording and intent is provided. Secondly, observations on dominant response characteristics point to trends in possible alternative interpretation of terms within a question, as well as noting most frequent ‘other’ suggestions when given the option. Finally, a discussion of content intends to encourage interpretation beyond reduction to numerical data. This format has been chosen to facilitate strategic planning that recognizes the complexity of opinions and necessary policy approaches in the context of a diverse and dynamic community.

2.2.7 Question 1

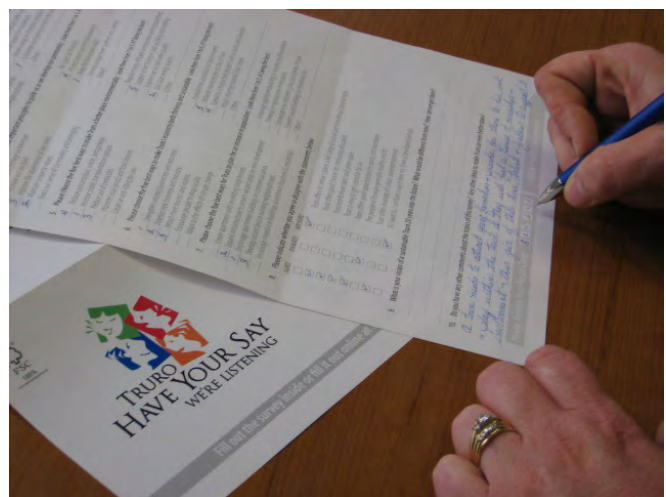
The first question is designed to give the respondent a chance to be heard and was not intended to be informational. The question sets a constructive tone, encourages the reader to reflect on achievement and appreciation of community.

Responses to Question 1 suggest action priorities and also give some insight into matters that should not be ‘messed with’. The wording of the question and use of the term ‘The most’ intends to elicit the single best thing about Truro, but several lines were provided to allow for multiple responses. Responses were typically brief phrases, with one, sometimes two items mentioned. Few responses involved a list or story. There were a small number of negative or rant responses, usually on a particular issue. No misunderstanding of the question was evident in the responses. The number one response was satisfaction with the current size of Truro. This raises a potential conflict with the pursuit of growth.

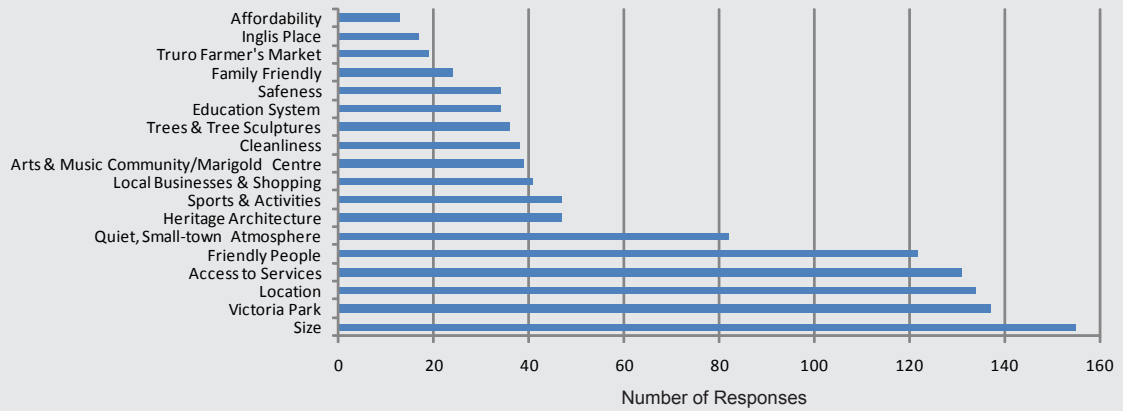
2.2.8 Question 2

Question 2 asked “What would make Truro a better town?”. The intent here was not to find out what people liked least like about Truro, rather it was to get respondents to formulate concerns as opportunities. The question was open-ended to allow for raising of topics otherwise not mentioned in the survey.

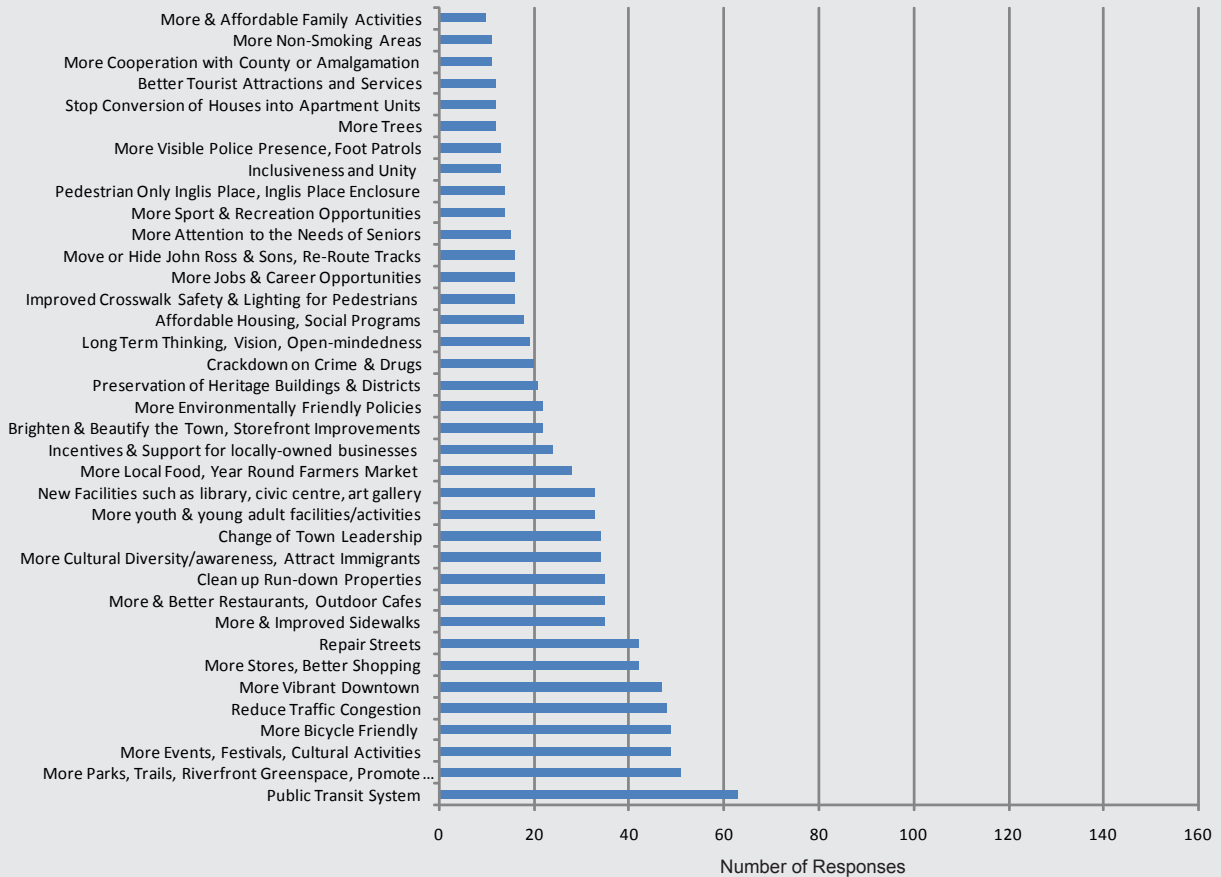
Question 2 was the most frequently answered question on the survey and also elicited the most lengthy responses. Many respondents indicated that public transit would make Truro a better town. The popularity of this response raises a number of questions such as: What is the history of this issue in Truro? Why is this the number one response? Why doesn’t this exist now? Is this a new or increasing perceived need? Are there new opportunities for a public transit?



Question 1: What do you like most about Truro?

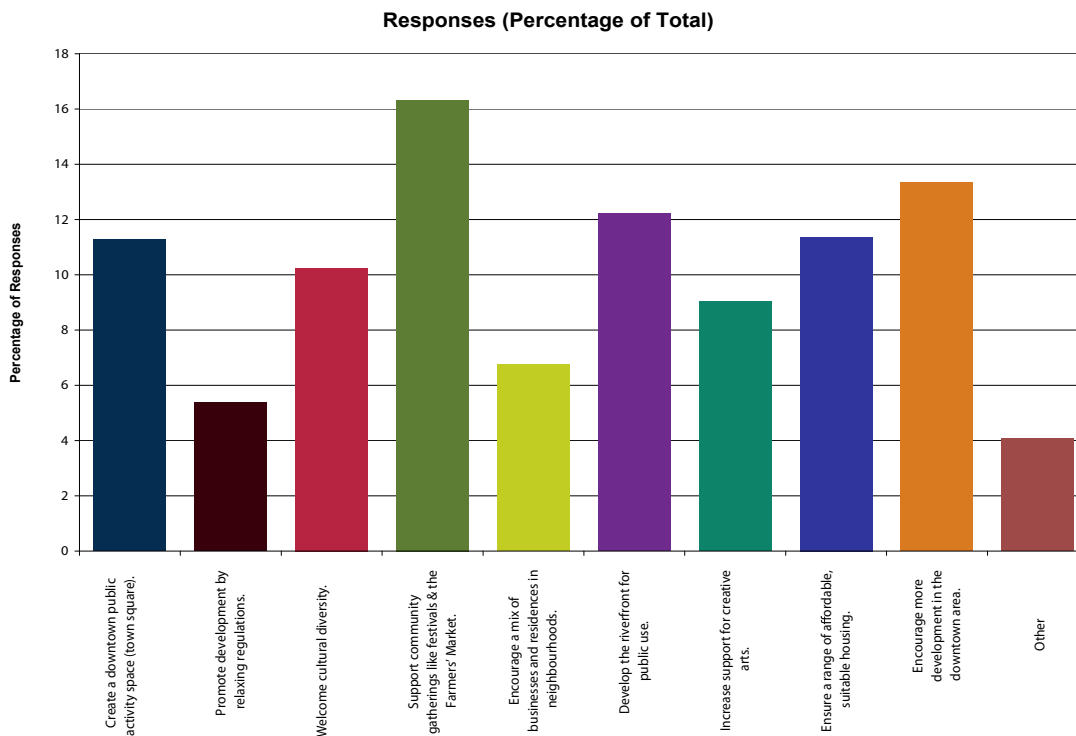
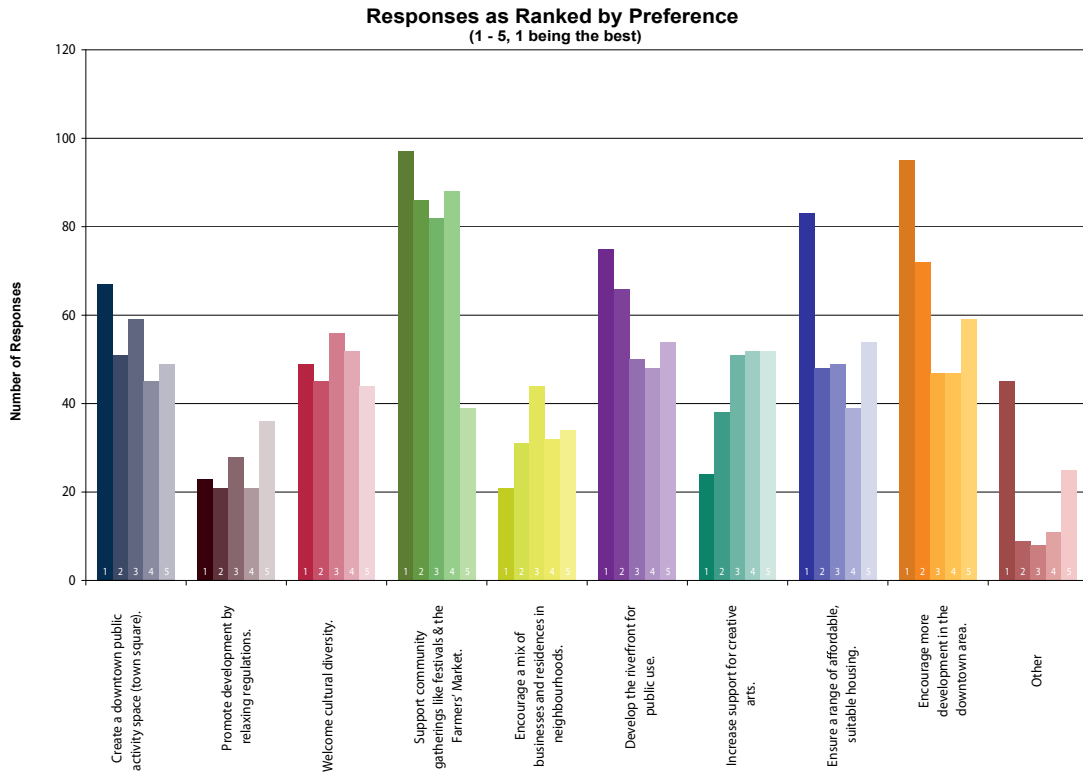


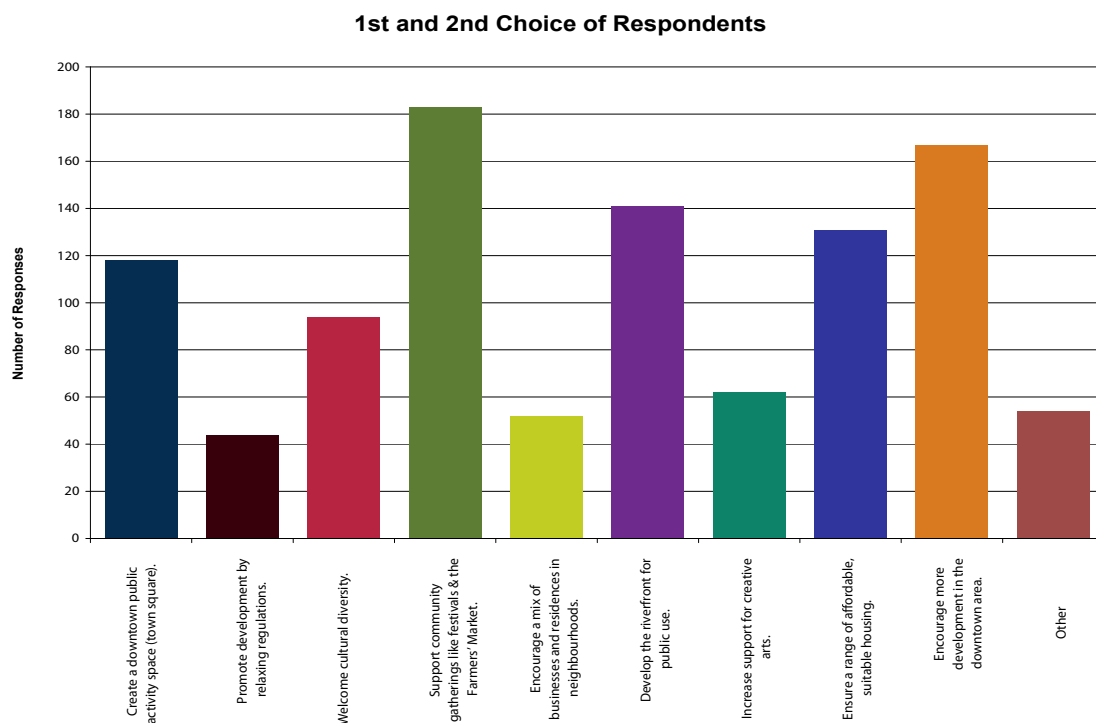
Question 2: What would make Truro a better town?



Question 3

Please choose the five best ways to make Truro a more vibrant and sustainable community.





2.2.9 Question 3

Question 3 asks participants to choose the five best ways to make Truro a more vibrant and sustainable community. This question connects the idea of community to vibrancy and sustainability. This is an example of an ‘informative question’ in that it informs the respondent of potential projects while asking for an opinion about them. The questions and the choices provided were meant to sound positive and were framed constructively (eg. Best Ways, Promote, Support, Encourage). The question directed response by topic and requested a ranking.

This question confused a small group of respondents. It was intended that participants rank their choices from 1 - 5. However, some questionnaires were filled out with check marks, all choices ranked as 1, or all choices were ranked from 1 to 9. Where the respondents’ intentions could reasonably be inferred, their choices were reflected in our tabulations. Each of the ranking questions in our survey provided an ‘Other’ option. In Question 3, nearly all ‘Other’ responses consisted of topics raised elsewhere in the survey. Some specific suggestions included such items as ‘create a Victoria Park Commission’ and ‘provide daycare in neighbourhoods’.

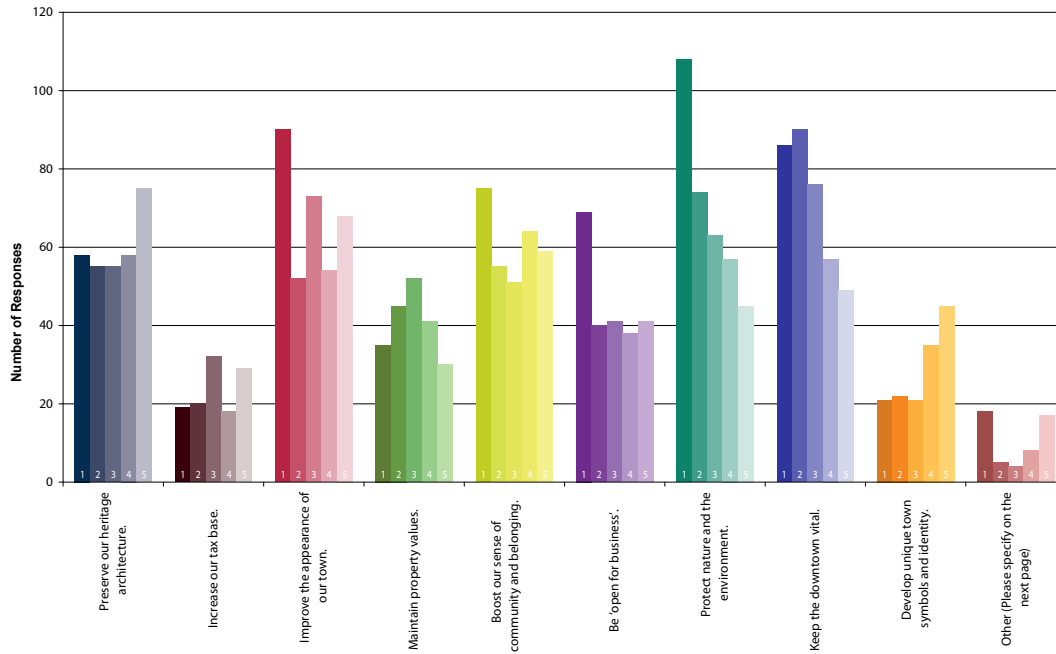
Top choice for respondents was support for community gatherings, festivals, and the Farmers’ Market. Similar levels of support for this category was evident by a strong showing in Question 2. ‘Development in the downtown area’ ranked a close second in opinions expressed. Respondents also showed strong support for initiatives such as creating a downtown public space and developing the riverfront. Relatively low support was expressed for a mix of businesses and residential uses in neighbourhoods and there was also low support for relaxing development regulations to encourage new development.

Question 4

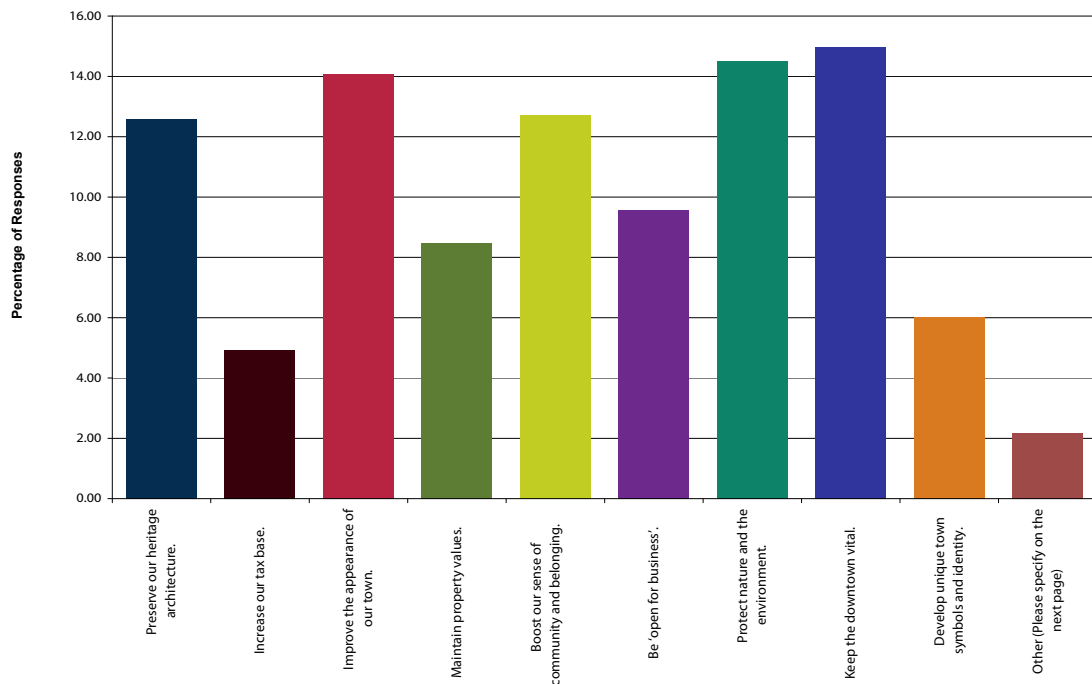
Please choose the five most important principles to guide us as we develop our community

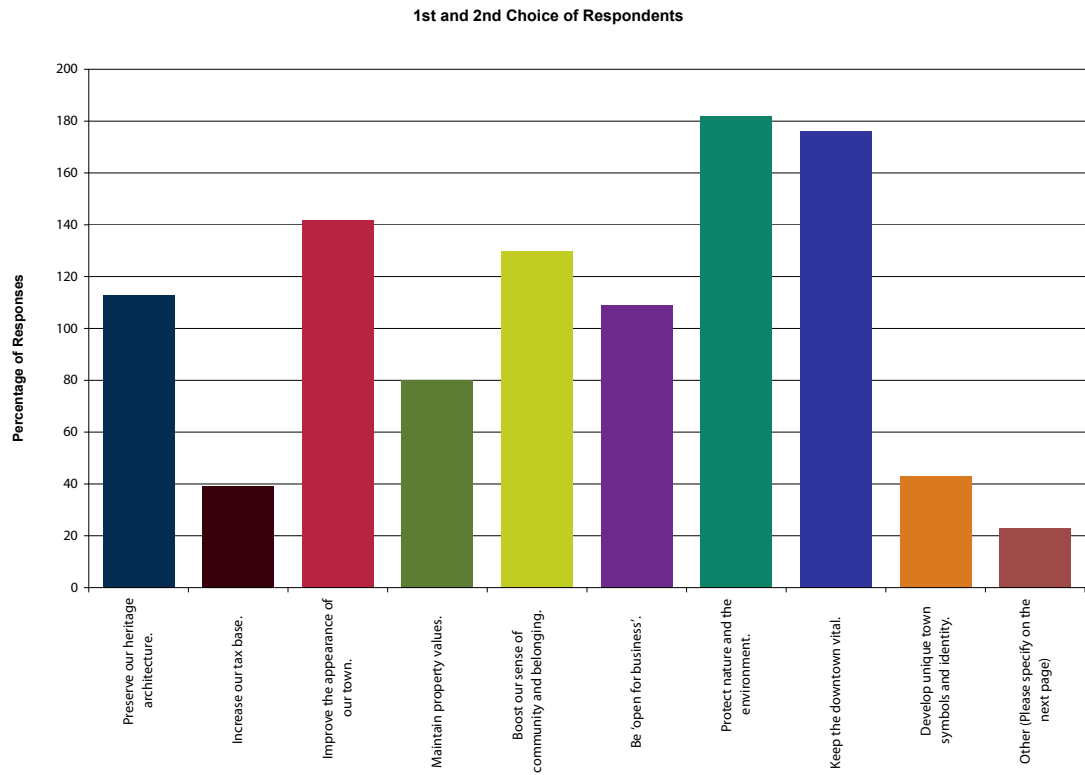
Responses as Ranked by Preference

(1 - 5, 1 being the best)



Responses (Percentage of Total)





2.2.10 Question 4

Question 4 asks respondents to choose the five most important principles to guide us as we develop our community. This question was meant to emphasize principles rather than policies or actions. As well, the question was worded to invoke a sense of inclusiveness by employing the phrase: ‘as we develop our community.’

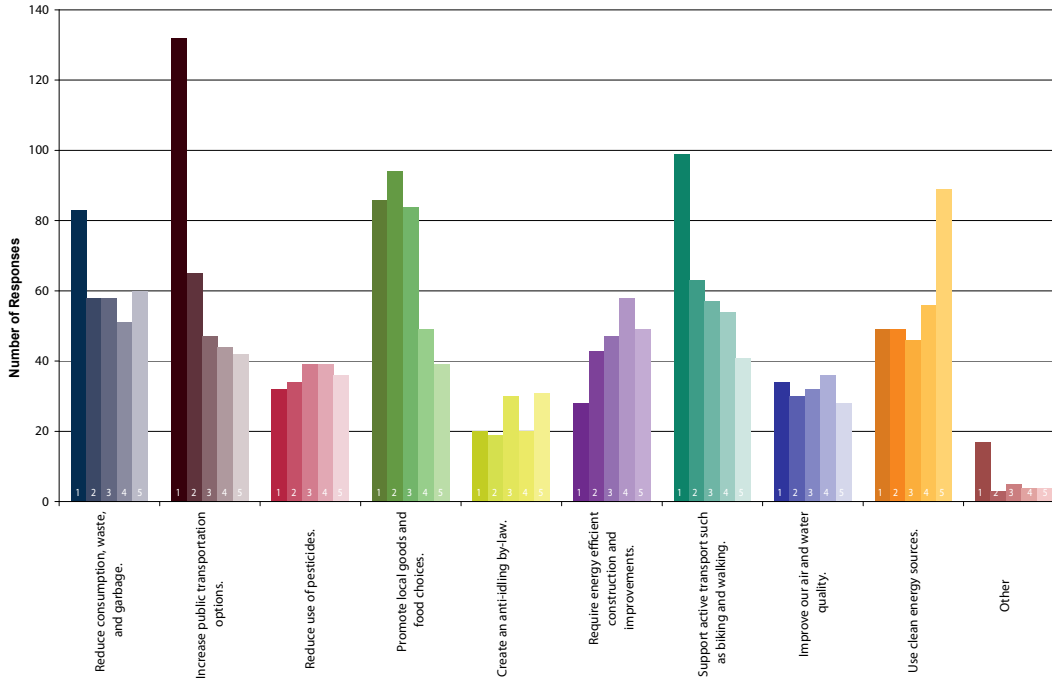
Question 4 garnered a large number of ‘Other’ responses. These included process suggestions such as: “facilitate public input and open communications between citizens and Council”; “listen to the youth”; and “be able to change course in tough times”. Some ‘Other’ responses articulated specific policy or action suggestions such as: “re-build the train station as it was;” “off-leash dog park”. Additional principles suggested by respondents included: “inclusiveness and accessibility”; “be economically and environmentally progressive”; “be comprehensive and collaborative”; and “do not over-develop our town”.

The high proportion of people who ranked protection of the environment and downtown vitality as their first choice for guiding principle may indicate a bias in the make up of our survey participants. The percentage response graph indicates downtown vitality as top choice. Although a sense of community is a prevalent sentiment expressed throughout the survey, interestingly, participants did not connect the need to develop a specific symbol to express our identity.

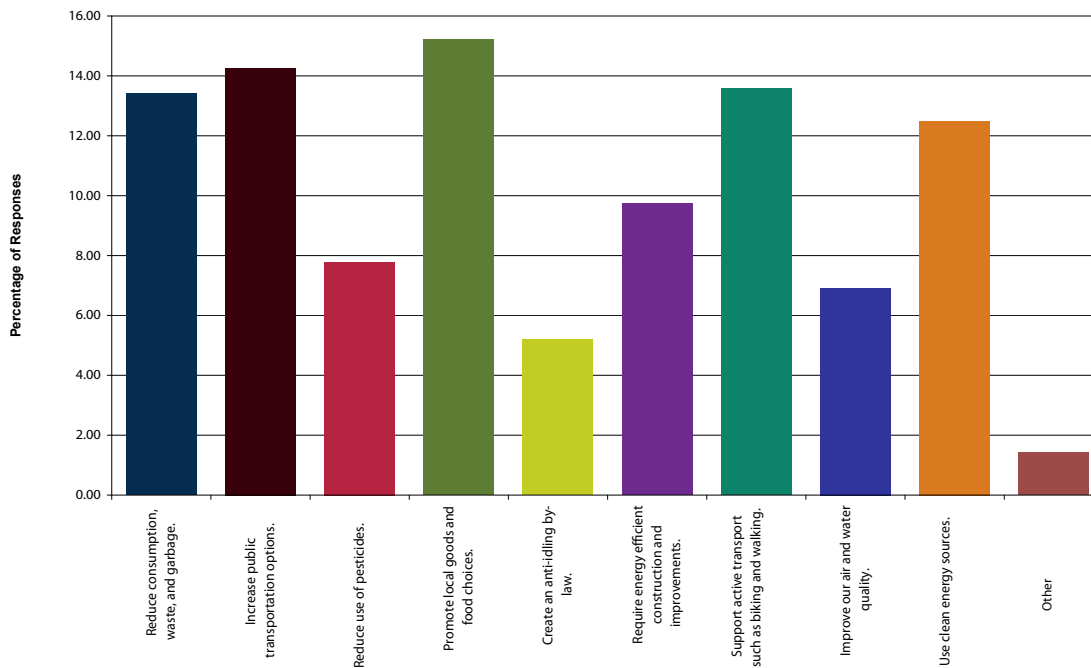
Question 5

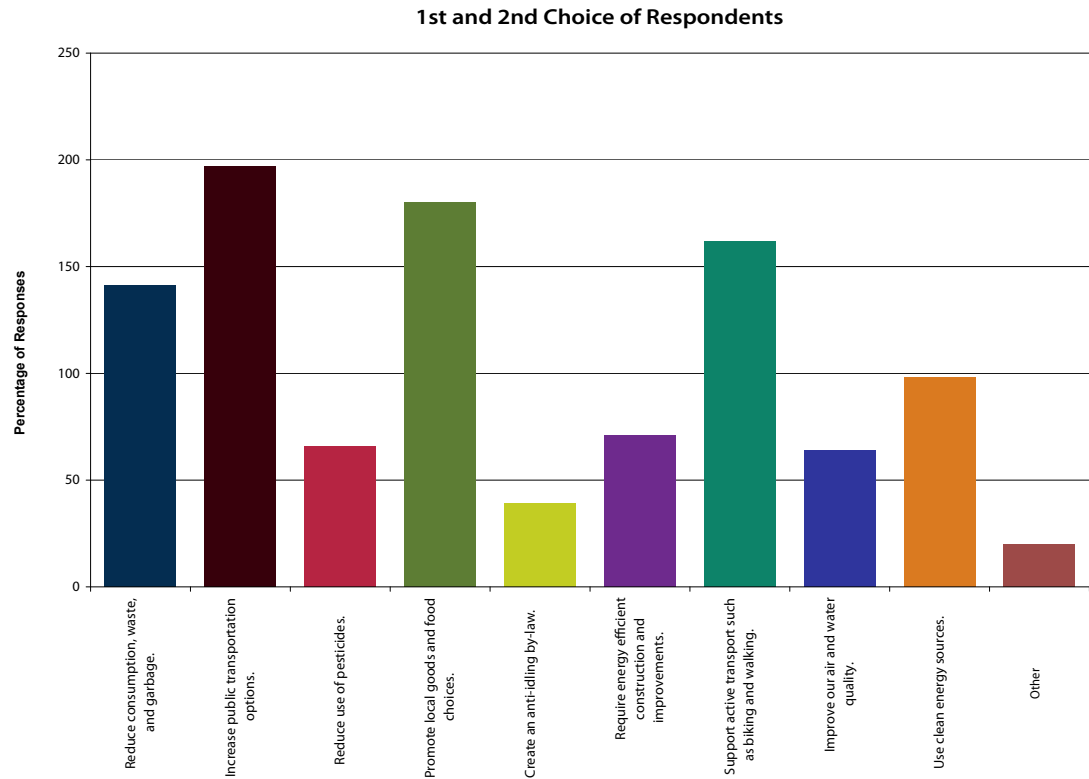
Please choose the five best ways to make Truro a better place environmentally

Responses as Ranked by Preference



Responses (Percentage of Total)





2.2.11 Question 5

Question 5 asked respondents to choose the five best ways to make Truro a better place environmentally. This question was placed deep in the survey in order to convey the importance of the often over-looked non-environmental aspects of community sustainability. Active response terms such as “reduce”, “increase”, “create”, and “promote” were used to convey a sense of potential actions available to the community.

Question 5 drew the fewest ‘Other’ responses of all the questions. ‘Other’ responses that were submitted included: “incentives for sustainable practices”, “clean-up the Salmon River”, “move the John Ross & Sons scrap yard”, “more tree planting”, “control wildlife”, and “more public garbage and recycle bins”.

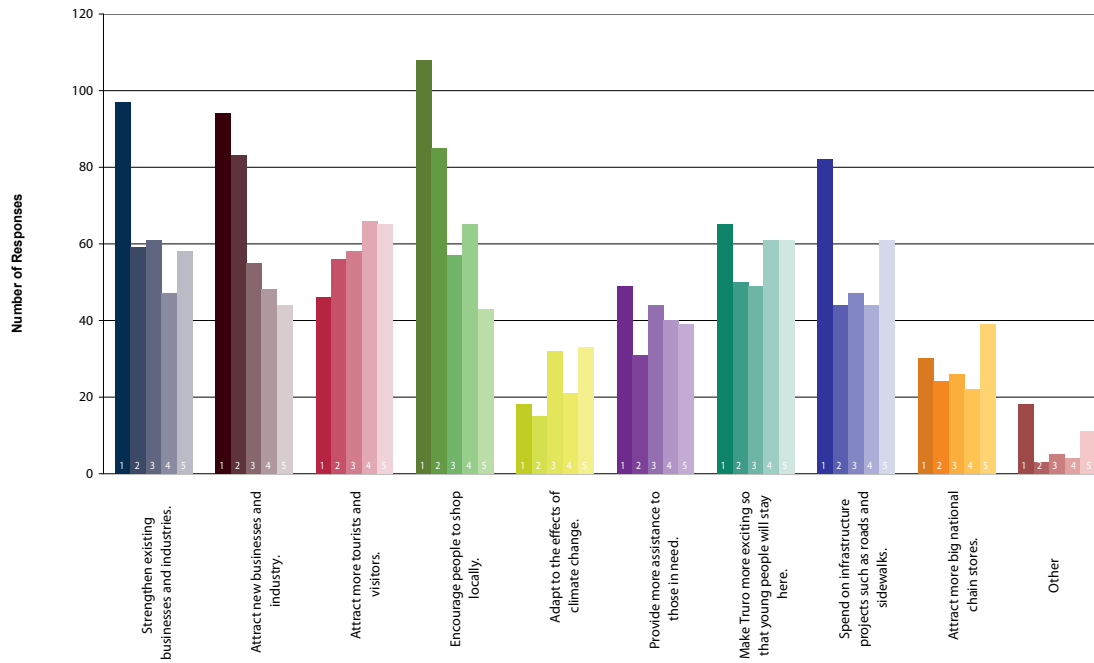
Once again, a public transit system was seen as the most important vehicle to achieving a more sustainable environment and community. This was followed very closely by “Buy Local and Reduce Consumption”. Significantly, “clean energy sources” and “energy efficiency” did not rank highly as individual categories. However, in combination they show significant support for energy-related initiatives.

“Improve Our Air and Water Quality” ranked low relative to other options. This is likely because the other choices are more specific actions that would achieve this goal.

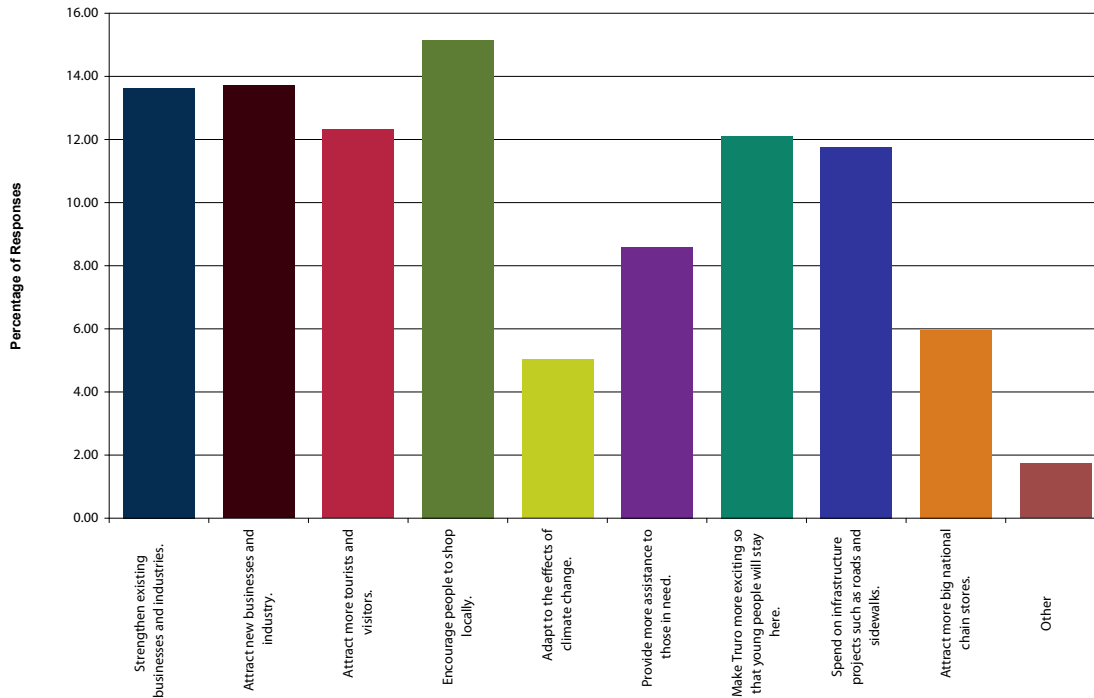
Question 6

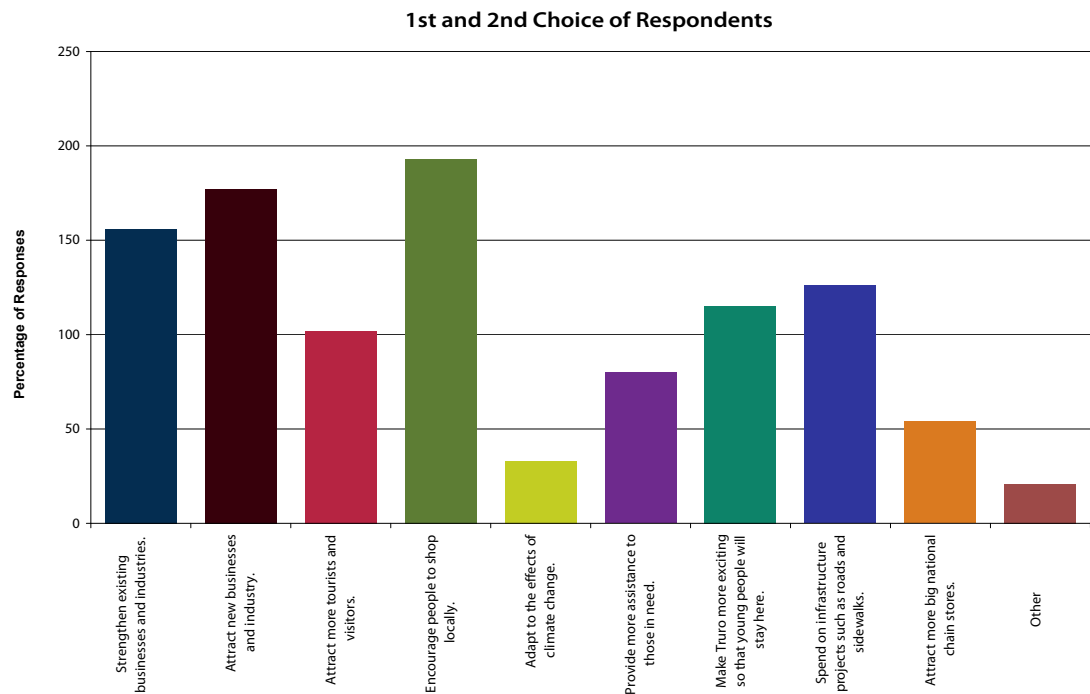
Please choose the five best ways to make Truro's economy thriving and sustainable

Responses as Ranked by Preference



Responses (Percentage of Total)





2.2.12 Question 6

Question 6 asks participants to chose the five best ways to make Truro’s economy thriving and sustainable. The wording of Question 6 asks survey participants to consider economic well-being in terms of both a thriving and sustainable economy. Once again, constructive and active rather than prohibitive and passive terminology shapes the question and response options.

In addition to the ranking of suggested actions, the category of ‘Other’ drew calls for tax reduction and reform, particularly in the form of incentives for business sustainability. “Rental of civic buildings” and “Farmers’ Market expansion” were also themes of written submissions in response to Question 6.

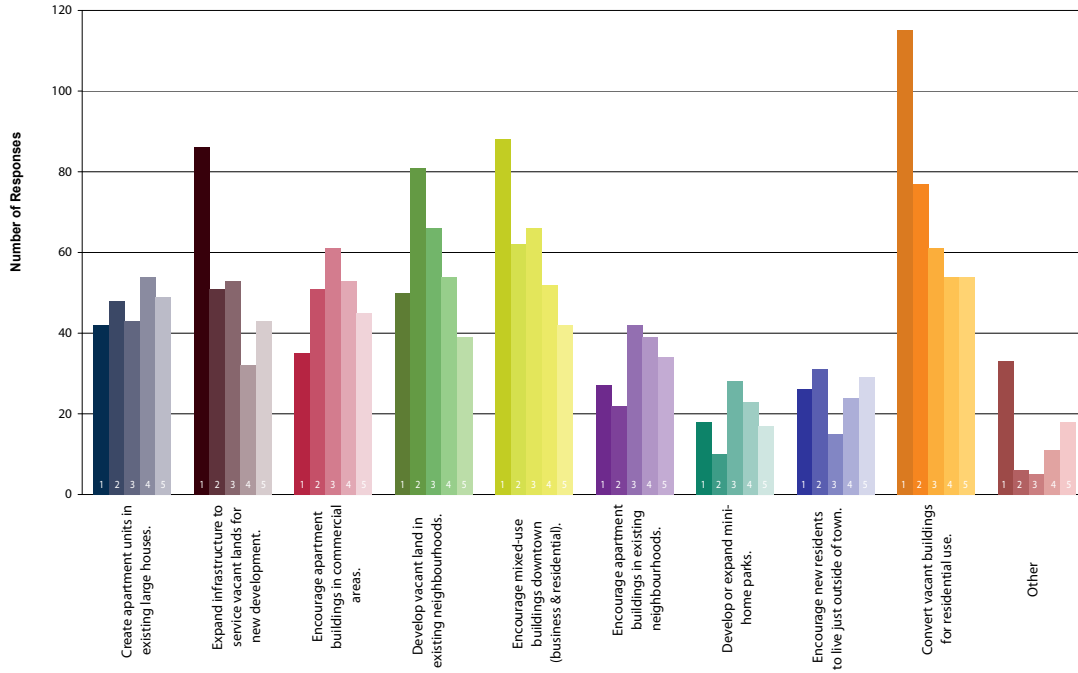
Not surprisingly, the greatest number of respondents selected local shopping as a route to a thriving and sustainable economy. Results from Question 5 on environmental sustainability also showed a belief in the necessity of this strategy. Just slightly behind in total responses, participants were divided approximately equally between prioritizing the attraction of new businesses to the Town versus strengthening existing ones. Quite possibly, many would view the two choices as simultaneously compatible.

Attracting and retaining people for the sake of the economy also appealed to a high proportion of those surveyed as their middle-ranked choices. While investment in infrastructure was frequently cited in the more general Question 2 (“What would make Truro a better town?”), as a means to promoting a thriving and sustainable economy is received only modest support. A lack of support for the Adapt to Climate Change option may reveal that such strategies are viewed as merely reactive protection, rather than proactively helpful for the economy.

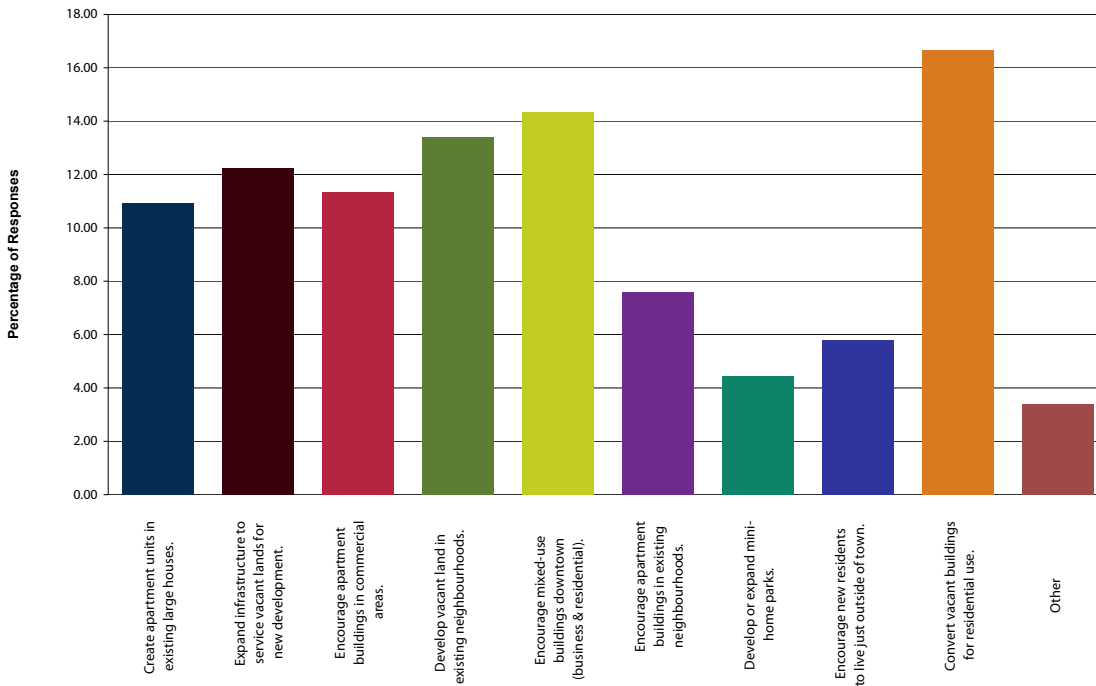
Question 7

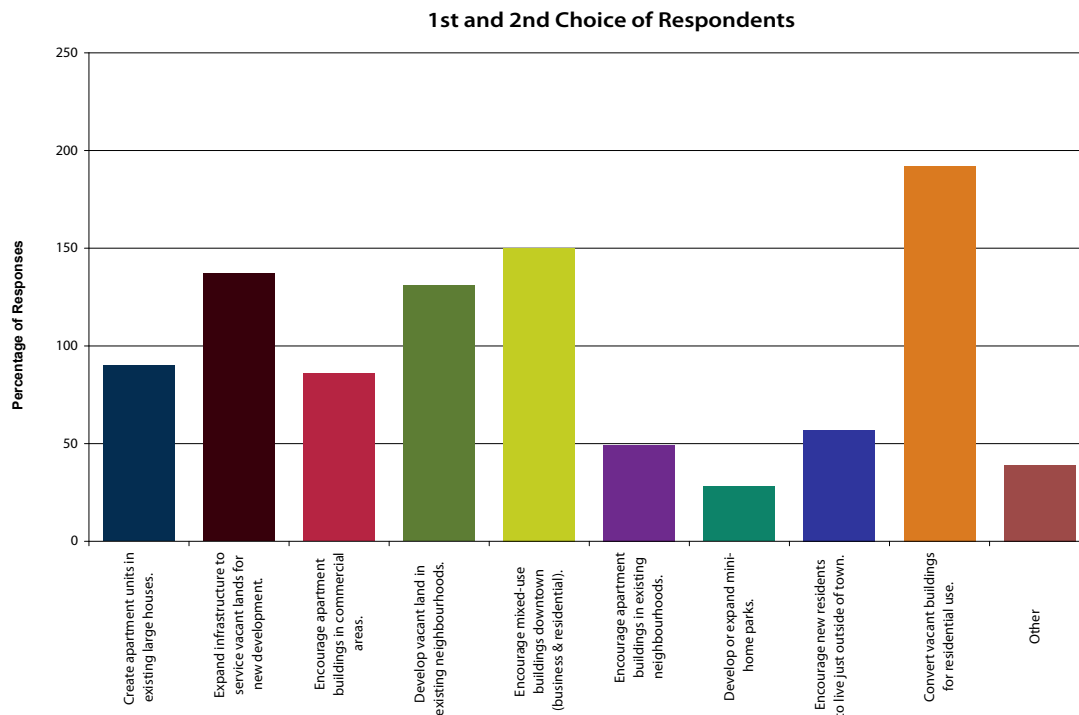
Please choose the five best ways for Truro to plan for an increase in population

Responses as Ranked by Preference



Responses (Percentage of Total)





Question 7

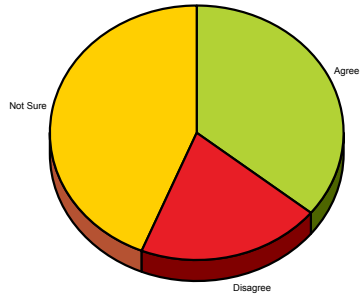
Question 7 asked respondents to identify planning strategies for accommodating population growth. It is notable that a relatively high proportion of responders used the ‘Other’ option to express their dismay with the idea of pursuing a population increase. Evidently some participants thought that this Question was asking for ideas on how to increase population rather than for ideas on how to accommodate and plan for population growth.

Sentiment against growth as a goal are corroborated in the large number of participants citing Truro’s size and small-town character as our best features (Question 1). A lack of concern with prioritized growth of the tax-base may also be seen in relation to Question 4. There were also ‘Other’ responses to Question 7 that addressed the unintended premise of pro-growth policy with positive suggestions for achieving it. These included: “motivate youth to stay here”; “attract more immigrants”; listen to citizens more”; “provide more decent jobs”. ‘Other’ submissions that worked from the intended interpretation of preparation for an increase population rather than a policy of pursuing it included the following suggestions: “build more condos downtown”; provide more subsidized housing, especially for seniors”; build large apartment buildings”; “build housing that suits particular demographic groups”; “amalgamate with surrounding communities”; “build eco-developments”.

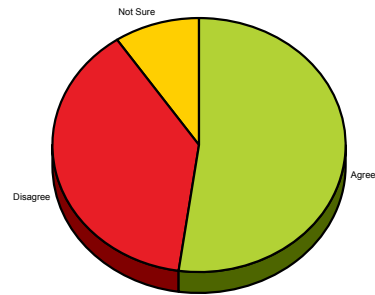
The idea of converting vacant buildings for residential use as a measure to prepare for growth received the most support of the options presented by a considerable margin. The first five options presented to question respondents received roughly equal support, with the encouragement of mixed-use buildings in the downtown area garnering the most

Question 8

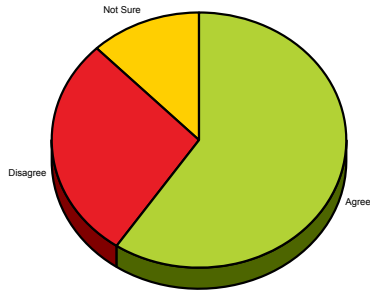
Truro offers its senior citizens a good range of social and recreational opportunities.



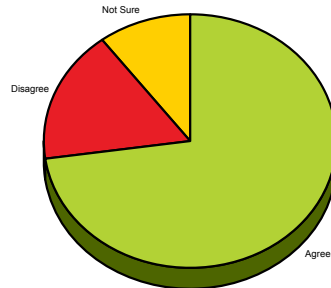
Truro offers a good variety of culture and entertainment.



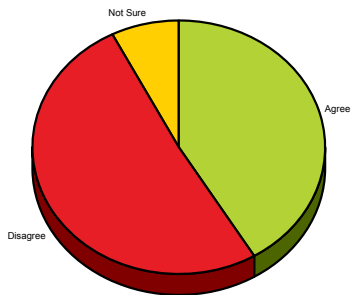
Truro needs more parks and green space.



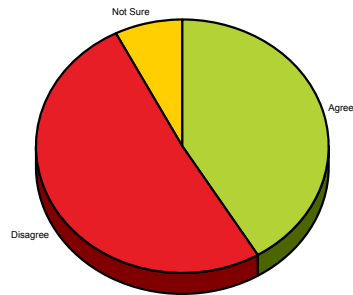
Truro offers good opportunities for continuing education



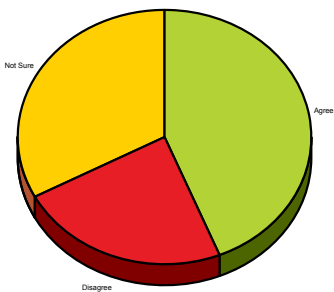
Truro offers good opportunities for sports and recreation.



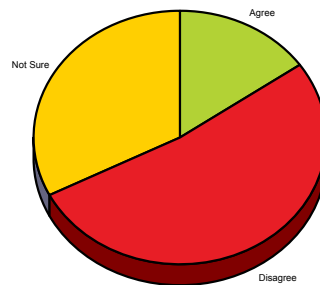
Downtown Truro is convenient for traffic flow



If I want to, I can have a say in how my town is developed and run.



The people of Truro are generally healthy and fit.



agreement. The option of developing un-serviced areas for new development enjoyed significant levels of support. This is the most environmentally and financially expensive route for accommodating growth and contrasts with the embracing of “Protect nature and the environment” and “Keep the downtown vital” as the two most important guiding principles for development in Question 4.

2.2.13 Question 8

Question 8 shifts to an opinion-style survey format designed to canvass the citizenry on a series of topics that relate to the sustainability and planning priorities of Truro. The information obtained from this question is open to speculative interpretation as to whether a response reveals a programming lack, for instance, or inadequate communications. The propositions are formulated in the positive and ask the respondent to indicate agreement, disagreement, or uncertainty.

The greatest level of positive consensus was around agreement that Truro offers good opportunities for continuing education. Most also agreed that a good variety of culture and entertainment exists in Truro. The need for additional parks and green space was agreed to by a majority of respondents.

The convenience of downtown traffic flow concerned a majority of participants. Given the contentious nature of matters relating to roads, the portion of positive opinion might be considered surprising. Sports and recreation opportunities were assessed to be lacking by a majority of participants. Correspondingly perhaps, most people deemed Truro citizens to be generally unhealthy and unfit, although a fair number of participants were not sure about the matter.

The largest indication of uncertainty is revealed in the tabulation of responses on the topic of opportunities for senior citizens. Since the questionnaire did not request demographic information about respondents, it is not possible to link the large volume of ‘Not Sure’ responses to the age of respondents. The uncertainty around the topic of opportunities for seniors suggests the need to investigate the availability of services and the level of communication to support current initiatives.

Finally, the perception of possible participation in the development and governance of the Town received mixed response. More people agreed that they could contribute to the Town’s direction than those who felt they could not. However, more citizens expressed uncertainty about the existence of opportunities than is desirable for a sustainable community.

2.2.14 Question 9

Question 9 asked respondents to describe their vision of a sustainable Truro 20 years into the future, how would be different from now, and how can we get there? This question is an envisioning exercise. By imagining what we would like to be in the future, we can ‘back-cast’ to the present. Back-casting is a planning tool that begins with the destination and asks ‘how did we get here?’.

Although Question 9 did not request ideas to be framed by our categories of sustainability, the responses invariably fit into economy, community, and/or environment. The many responses to Question 9 are presented on the following pages in a non-weighted point-form graphic that visualizes the flip chart tone of a public meeting.

Visions of a Sustainable Truro: Economy

new street from 102 area to downtown (extend Prince)

more industry
easy to get around
daily return train to Halifax

more walk-able cycle-able town
thriving downtown core with mixed uses
grocery store and theatre in walking distance
change street configurations
nice sidewalks and roads
more café-shops that are unique

new mall
increase traffic flow
abundance of local food choices, food security
more walking and bike trails
higher dyke system

a growing population and business growth
support of local and small businesses
growth on currently serviced lots/areas instead of woodland
more local products, support for these (eg. Stanfields)
more large chain stores
develop for the commuters to Halifax
better infrastructure
shelter for the homeless
more employment opportunities

major development in Truro and surrounding area-wide
year round farmers' market
more green spaces
downtown neighbourhood revitalized with restored homes
stop allowing new construction away from the downtown core. eg. Schools, etc.
forget about factories
Truro has become a centre for Seniors

bike lanes and bike racks throughout town
public transportation
spacious tree lined street
John Ross relocated to industrial park area

multi-unit homes in heritage buildings
10 yr. downtown development complete
stable
market Truro as a destination & great place to live
no malls downtown open for good business
Inglis place closed to vehicles use
make it a now community rather than a retirement community

higher population
more fourplex houses
care for all our citizens including those in need
become an industrial centre
on-going cooperation with surrounding communities
incentives for grocery stores to buy locally produced foods
urban farms & food gardens

less red tape for businesses
one big mall
more artisan shops
make work more appealing than welfare
vacant land used for parking

sustainable employment to attract and keep young families in truro
fewer homeless people
town with no railway tracks
sewer improvements
replica of the old railway station
more and affordable senior housing
outlying areas have become part of Truro

more support for local farmers
affordable housing
Marshland Dr. connected to interchange at lower Truro
more self-sufficiency
good tax rate
malls thriving
the best largest, most visited park of any Canadian town

moratorium on house to apartment conversions
lower taxes
natural gas here
town has grown because of relaxed by-laws
more factories
Truro has become a destination for food, festivals, parks, music, architecture
we grow and build newcomers, immigrants attracted

amalgamation with County or local area
more rural-urban connection
Industrial Park improved
no new heavy industry
Truro Centre removed
old homes & buildings repaired

residential development
business occupancy tax dropped
seek out eco-friendly industries
more local businesses
more inviting businesses
development of the waterfront

route and feature signs directing to downtown
downtown residential development
we've become a city with lots of box stores
Inglis a pedestrian only street
better by-pass routes to get from one end to the other
clearly marked roads for recreation, tourism, cyclist

developers require needs assessment
store hours match lifestyles
fair wages
pride of property ownership
Professional carefully planned development
revitalized train station somewhere else in town
bookstore
non-historical fake façade buildings on Prince modernized by developers

rendering plant stench is gone
more cooperation with surrounding communities
NSAC fully recognized as one of drivers of the Truro econ.
appearance of buildings better regulated
vacant properties put to new uses

apartments in downtown core
expand existing businesses
a culture of innovation & entrepreneurialism
all buildings are re-purposed and occupied
larger streets to handle traffic flow
small specialty and corner grocery stores
co-operative businesses and business centres

we stay around the same size
bartering system/program
paths & walking routes to all business areas
property owners motivated to maintain properties & businesses
fewer chain stores
more trucking companies base in 'the Hub'
upkeep of roads and sidewalks and older buildings
new library and farmers' market are community activity centres

Visions of a Sustainable Truro: Community



Visions of a Sustainable Truro: Environment

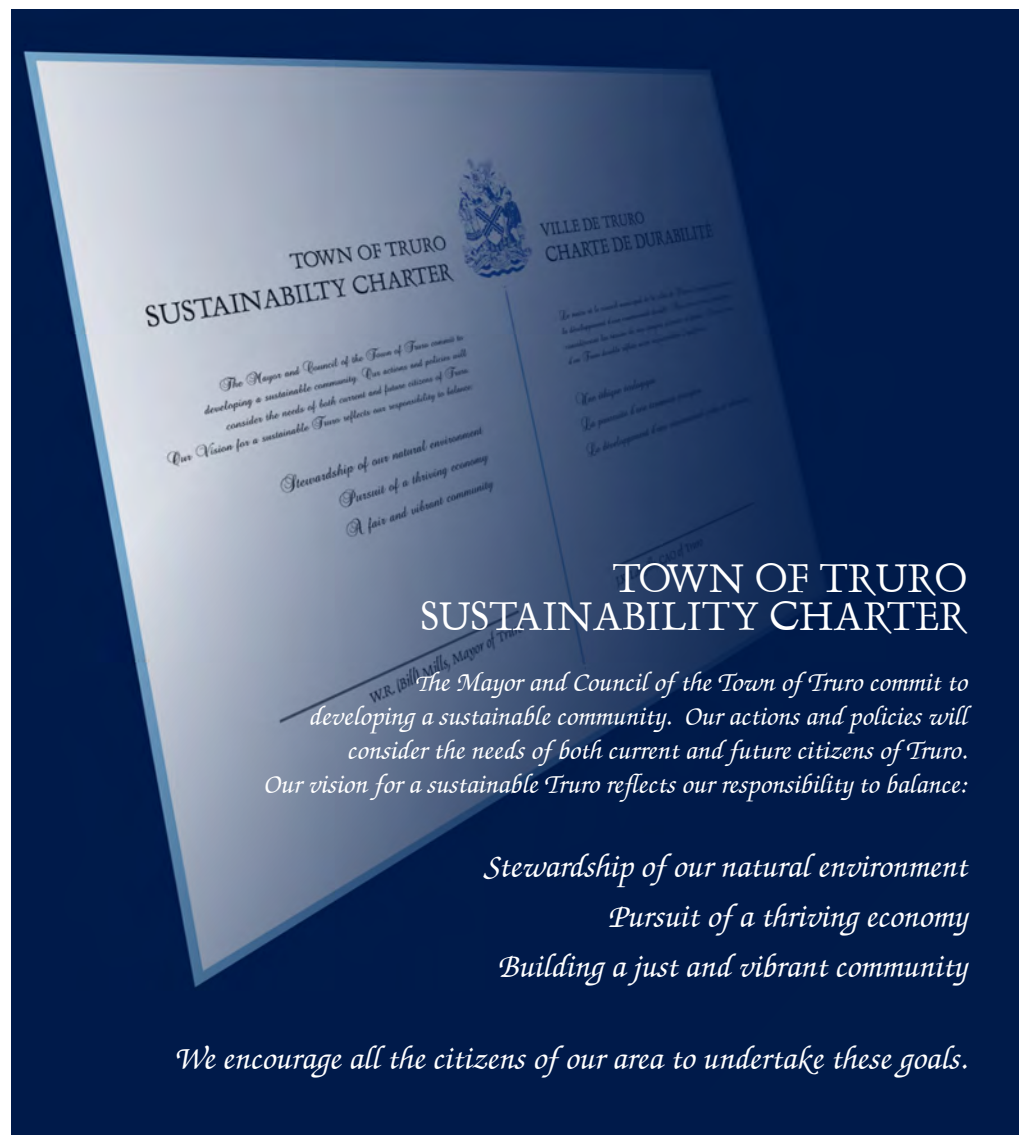


2.3 Town of Truro Sustainability Charter

On October 5, 2009 the Mayor and Council of the Town of Truro took the bold step of adopting and committing to a Sustainability Charter stating their vision of a sustainable town in the following resolution:

On motion of Councillor D. Bennett-Cook and Deputy Mayor G. MacArthur, the Town of Truro commits to pursuing goals of environmental, economic and sustainability and adopts the proposed Sustainability Charter that will serve as the cornerstone of the Town’s new Community Plan. Motion carried.

The Town of Truro Sustainability Charter embodies the both the vision of Council and the will of citizens as conveyed in the Truro, Have Your Say public engagement project. Accordingly, it also serves as the vision statement and framework for our Integrated Community Sustainability Plan.



2.4 Truro’s Sustainability: Vision Statement

Knowing where we want to end-up sure helps in charting directions toward getting there. Long-range planning is sometimes an abstract exercise for municipal governments faced with day-to-day operations and variables beyond their control. Nonetheless, having an articulated vision of a sustainable town can aid on-going decision-making and rally the community in a positive direction.

Most people would agree that pursuing a high quality of life is a worthy direction. Just what that entails and how to bring it about are more difficult items for consensus. Similarly, asking a group to imagine an ideal community and a path to obtaining it will produce a range of opinions. In fact, the more creative and diverse the citizenry, likely the more divergent the vision of what a sustainable community could be and how to work toward it.

Question # 9 of the *Truro, Have Your Say* questionnaire asked citizens: *What is your vision of a sustainable Truro 20 years into the future? What would be different from now? How can we get there?* This question uses back-casting to help us set our course. Back-casting is a visioning exercise that gets us to think about where we want to be and when we want to be there, in order to better understand the steps necessary to get there.

This question in our public engagement process elicited a more diverse range of responses than any other (see Page B-39). The hundreds of ideas describing characteristics of an ideal community and specific measures needed to achieve it lent themselves to being categorized along the lines of our three pillars of sustainability: community, economy, environment.

From these very specific ideas we have distilled the following **statement of vision** for a sustainable Truro:

*Truro is a just and vibrant community
with a thriving economy
and sustainable environment.*

2.5 Truro’s Sustainability: Priorities & Goals

The Town of Truro Sustainability Charter conveys the Mayor and Council of the Town of Truro’s commitment to developing a sustainable community. The Council’s actions and policies will consider the needs of both current and future generations. Their vision for Truro reflects their responsibility to balance environmental, economic, and community sustainability as directed by the citizenry in the Truro, Have Your Say consultations.

In its quest to make Truro a “just and vibrant community with a thriving economy and sustainable environment” the Town will prioritize, and encourage all citizens to pursue the long-range goals outlined below.

2.5.1 Stewardship of Our Natural Environment

Stewardship implies taking care of something valuable. We are reminded daily of our role as consumers navigating the world of prices in relation to goods and services. It is easy to lose sight of what is really most valued by us in life: things that are priceless. Unfortunately, our market pricing system seldom accounts for the value of our environment and the

cost of its degradation. By contrast, environmental stewardship recognizes the cost of environmental neglect in terms of loss of resources, costs of clean-up, and disruption of eco-systems. It also accounts for the value of the natural world both inherently and for its enhancement of quality of life.

Goal 1: Stewardship of Air

It shall be a goal of Council to strive for the following:

- a) Reduction of air pollutants and particle emissions
- b) Reduction of greenhouse gas emissions from municipal, industrial, and citizen sources
- c) Tree and forest retention, new plantings
- d) Toxicity and Odour/Scent pollution controls
- e) Light and noise pollution controls
- f) Eco-transportation strategies including active transportation and public transit
- g) Prioritized selection of locally produced goods (reduction of transport requirements)

Goal 2: Stewardship of Water

It shall be a goal of Council to strive for the following:

- a) Water and water-table conservation
- b) Effective sanitary sewer system
- c) Storm water management
- d) Waterways protection
- e) Safe drinking supply

Goal 3: Stewardship of Land

It shall be a goal of Council to strive for the following:

- a) Floodplain protection
- b) Climate change adaptation
- c) Brownfield recovery
- d) Toxic waste management
- e) Protection of flora and fauna through habitat conservation, protection, and development
- f) Waste reduction and diversion
- g) Resource and healthy soil conservation
- h) Green-space and forest preservation and development
- i) Use/re-use of vacant municipally serviced lots
- j) Context sensitive intensification
- k) Sustainable landscaping, gardening, and agriculture

Goal 4: Stewardship of Energy

It shall be a goal of Council to strive for the following:

- a) Reduction of fossil fuels consumption
- b) Clean energy (thermal and electric) production and use
- c) Collective energy sources (eg. district heating)
- d) Transition to green infrastructure
- e) Eco-efficiency retrofits and protocols for new construction

2.5.2 Pursuit of a Thriving Economy

We hear about the state of ‘the economy’ in headlines and speeches each day. Most likely, what is being referred to is the system of production and consumption that is measured by money. A larger understanding of economy includes not only spending and earning, but also security, betterment, creativity, and capacity.

A thriving economy is one characterized by resilience, by opportunity for sustainable livelihoods, and considerations beyond profit only.

Goal 5: An Economy that is Localized

It shall be a goal of Council to strive for the following:

- a) Prioritized support for locally produced goods, locally owned businesses, and locally operated businesses to maximize community retention of economic benefits (government, business, and consumers choosing local goods and services)
- b) A variety of and support for local venues, events, and artists
- c) Local education, training, and apprenticeship opportunities
- d) Viable employment opportunities
- e) Entrepreneurial support
- f) Manufacturing capacity
- g) Services self-sufficiency
- h) Food security, food production capacity

Goal 6: An Economy that is Diversified

It shall be a goal of Council to strive for the following:

- a) Private and public sector employment
- b) Range of business models and sizes from micro (home-based) to large industry
- c) Range of economic activity including service, professional, institutional manufacturing, tourism-related, resource-based, retail, and hi-technology
- d) Opportunities for early, middle, and late career employment

Goal 7: An Economy that is Enabled

It shall be a goal of Council to strive for the following:

- a) Skilled and versatile workforce
- b) Creative entrepreneurs
- c) Infrastructure and inter-modal transportation excellence
- d) Ingenuity and determination
- e) Long-term vision and leadership.

Goal 8: An Economy that is Green

It shall be a goal of Council to strive for the following:

- a) Business and industry operating sustainably
- b) Innovative pursuit of opportunities relating to the green economy,
- c) Access to clean energy
- d) Sustainable procurement protocols in public and private sector

Goal 9: An Economy that is Financed

It shall be a goal of Council to strive for the following:

- a) Attractive for investment and business start-up
- b) Access to capital for businesses
- c) Adequate wages, incomes, benefits for employees
- d) Adequate incomes and supports for the un-waged

Goal 10: An Economy that is Generous

It shall be a goal of Council to strive for the following:

- a) Socially-responsible and community-minded businesses, organizations, and citizenry
- b) Culture of caring, sharing, and cooperation

2.5.3 Building a Just and Vibrant Community

A community is a place where people live with some degree of togetherness. Beyond just common proximity, this can range from a mere sharing of infrastructure to collective identity. Few would argue against the worth of a strong sense of community. The deeper and more widespread such a sense of belonging is within a community, the more likely that that community will be able to navigate hardship and nurture vibrant town life.

A sustainable community requires just (fair) access to the social benefits of good governance for all. That is a starting point for a rich quality of life available through amenities, activities, and experiences offered within a town.

Goal 11: A Community that is Connected

It shall be a goal of Council to strive for the following:

- a) Citizens with a sense of belonging
- b) Inclusive, diverse neighbourhoods and activities
- c) Engaged and informed citizens participating in civic decision-making
- d) On-going citizen and leadership communication,
- e) Friendliness, respectfulness
- f) Togetherness in public spaces and at public events
- g) Positive communication and cooperation with neighbouring communities and governments

Goal 12: A Community that is Accessible

It shall be a goal of Council to strive for the following:

- a) Affordable living
- b) An array of public facilities and amenities
- c) Without systemic discrimination, having avenues for advocacy and equality of opportunity through affirmative action
- d) Public transportation
- e) Active transportation routes

Goal 13: A Community that is Diverse

It shall be a goal of Council to strive for the following:

- a) Increased cultural diversity and awareness of cultural diversity
- b) Age diversity through youth retention and engagement of seniors
- c) Positive inter-cultural interactions
- d) Positive inter-generational interactions

Goal 14: A Community that is Rooted

It shall be a goal of Council to strive for the following:

- a) Heritage knowledge, celebration, and protection
- b) Downtown and civic square vitality
- c) Thriving community organizations, institutions, and festivals
- d) Neighbourhood cohesion
- e) Distinctive identity and civic pride

3 • Implementing Sustainability

3.1 Approach

Deciding as a community that we want to become more sustainable is the starting point for reaching that goal. Taking stock of where we are now and imagining what we could be are two more necessary stages along the way. So, we plan to take the trip, we know where we are now and where we want to go. Now we need to choose a route and a vehicle-- then hit the road.

The diagram below, presented earlier in the Introduction, outlines six stages necessary for the achievement of sustainability: Decide, Assess, Envision, Plan, Act, Evaluate.



The Town of Truro, including both its citizens and political leaders, has clearly taken the first step, deciding that we do want to become more sustainable. This was conveyed by the representative voices of the Truro, Have Your Say participants, as well as by the Mayor and Council's declaration of a Town of Truro Sustainability Charter.

The Fire Hall Sessions and THYS Questionnaire responses also provided community input into the next three stages. Discussions and submissions assessed our current state of sustainability, imagined a more sustainable town, and suggested ways to move toward our goal.

Of course, the route to sustainability isn't one straight road or flight path and there are plenty of vehicles to choose from (hopefully all sustainably fuelled!). What is needed is a plan that is itself sustainable by being diversified and innovative, resourced and determined, measurable and worthwhile.

To implement sustainability in our community our plan needs to recognize initiatives currently underway that are taking us in a sustainable direction, identify opportunities for new or renewed action, and identify strategies and tools to move us along. Once our Community Plan is agreed to, the following are vital elements for full implementation: resolve, on-going evaluation, and the recognition of achievement.

3.2 Current Initiatives

Over recent decades, the Town of Truro has made some good decisions that have enhanced our current sustainability relative to other municipalities in the Province. These include investments in infrastructure, road salt management measures, stewardship of Victoria Park, and protection of heritage buildings. Of course, hindsight shows us a few less than sustainable decisions as well.

As we strive toward sustainability, balancing -- stewardship of the environment, pursuit of a thriving economy, building a just and vibrant community – innovative projects will emerge from leaders in business, government, and community organizations. Meanwhile, it is crucial that we recognize and continue to support current initiatives contributing to our town’s sustainability.

Listed below are some representative samples of current programs and policies that align with the sustainability priorities and goals articulated in this document.

3.2.1 Stewardship of Our Natural Environment

a) Urban Forestry

The value of trees within a community is hard to overstate. Despite the onslaught of Dutch Elm Disease and Hurricane Juan, the Town of Truro enjoys many tree-lined streets and several urban forests, including the Lepper Brook watershed area and within the boundaries of Victoria Park. Victoria Park contains one of the few predominantly old-growth forests in Nova Scotia.

Truro is one of a very few Nova Scotia municipalities that employs a full time “Tree Technician” to facilitate and supervise trees and forests. Together with the Truro Tree Committee, the Tree Technician ensures the health and safety of town-owned trees, advises citizens on these same matters, and encourages tree-planting throughout Truro. Of course, a treed Truro is not only more environmentally sustainable, but also a more beautiful place to live.

Truro has been selected to host the Ninth Canadian Urban Forestry Conference in October 2010.

b) Energy Conservation

The Town of Truro is on the road to more sustainable consumption levels of fossil fuel generated energy. While wind energy and co-generation facilities have been and are being investigated, the most important measures available are in the realm of conservation through decreased demand.

The Town of Truro has publicly pledged, as part of the community-lead Cool Truro campaign, to achieve a 20% reduction in the Civic Building over the next year and a half. The Town has also collaborated with the local Living Earth Council in their effort to have residents take a 10% power-use reduction pledge by providing in-kind assistance for the Project Co-ordinator.

To realize similar targets across civic assets and operations, efficiency opportunities are being identified in energy audits currently being conducted on Town-operated properties. These technical audits are accompanied by the development of an energy-use inventory within the Public Works Department.

There were two levels of audits conducted as part of the Town of Truro Energy Audit scope of work. The Level One Audit included an assessment of lighting, heating, ventilation and air conditioning systems, building envelope (including overhead doors), energy management control systems, domestic hot water heating, process energy Use (i.e. motors, compressors, etc.) for the following buildings and facilities:

1. New Fire Station
2. Civic Office
3. Police Station
4. TAAC Building (house-like building by recreation facility)
5. Treatment Plant & Pump House
6. Legion Stadium (subject of a separate in-depth energy audit)

The Level Two Audit included a 'Walk-through' to identify efficiency opportunities for the following buildings and facilities:

1. Willow St. warehouse (cold storage)
2. Old fire hall (unoccupied)
3. Normal College (unoccupied)
4. Welcome Centre (seasonal)
5. Lift stations (one as representative)
6. Pump stations (one as representative)
7. New Public Works building
8. Douglas Street school (unoccupied)

The Energy Audit also included an opinion on potential clean energy heating systems that could extend the season of the outdoor pool at Victoria Park.

The final report, expected in spring 2010, will include the following components:

1. Complete inventory of the Town's facilities, their energy consumption and greenhouse gas emissions
2. Detailed listing of all energy saving opportunities, capital costs, annual savings, payback periods
3. Equipment specifications, lighting spreadsheets; engineering calculations will be included in appendices.
4. Action plan to reduce energy consumption and greenhouse gas emissions
5. Measurement and verification plan.
6. Five year implementation plan
7. Summary of possible funding sources for implementation of five year plan.

An interim Energy Committee has overseen the Energy Audit project. This Committee has also assisted with the implementation of efficiency measures being incorporated into the renovation and upgrading of Colchester Legion Stadium.

Other sustainable energy-use measures undertaken by the Town of Truro include geothermal heating at the new fire hall, and the installation of energy-efficient traffic and street light units.

c) Flood Plain Issues

The Joint Planning Advisory Committee (JPAC) for Flood Risk Areas is a committee with the purpose of advising both the Town of Truro Council and the Municipality of the County of Colchester Council on flood related issues. The JPAC was originally organized to develop planning documents for the North and Salmon Rivers Floodplain. This floodplain is protected by a Statement of Provincial Interest Regarding Flood Risk Areas and falls within the two municipalities.

In the mid 1990's Town and County Planning staff were brought together to put forward a comprehensive to the protection of the floodplain. It was the mandate of the Committee to establish a planning document that enlists development standards for the protection of the Floodplain, rather than land use criteria. The result was a "managed solution" involving a process of "cut and fill" based on development applications as they occur. It was envisioned that this could have numerous advantages that included:

1. Allowing the flood prone areas to continue to flood naturally without significant damage to property;
2. Allowing existing developed areas to change and continue to develop without affecting the capacity of the floodplain to flood;
3. Prevent random infilling of the floodplain which decreases the storage capacity of flood waters, this will also reduce the likelihood of future flood damage;
4. Be non capital or maintenance intensive to governing bodies; and
5. Would not interfere with upstream management of the chronic conditions of storm water runoff.

These benefits are premised on two key factors: first that the flood plain outside of developed areas is relatively pristine and needs to be protected; and second that the flood way or naturally occurring drainage patterns need to be maintained and in some cases restored.

To test the "cut and fill" concept, the Town of Truro, Municipality of Colchester and Province of Nova Scotia cost shared the Truro Flood Plain Study - 1997. The report was completed by Environmental Design & Management (EDM) in 1998 who enlisted a variety of sub-consultants with specialties in hydro-technical engineering, remote sensing, applied GIS, and land use planning. The report scientifically concluded that the cut and fill concept was a valid approach to flood plain management, had identified a series of flow way improvements and recommended a process through which the "cut and fill" process could be implemented.

The floodplain strategies of the Town, while not controlling all flooding, have contributed to the protection floodplain areas and have prevented potentially detrimental development.

d) Cosmetic Pesticide Reduction By-law

In 2008, after soliciting and listening to input from concerned citizens, the Town adopted a by-law to discourage the use of cosmetic pesticides in Truro through a permitting process. The by-law covers residential and municipal properties (not commercial or institutional properties).

Although some citizens called for an outright ban on lawn-care pesticides, under the Municipal Government Act, Halifax Regional Municipality is the only municipality with the authority to pass a by-law banning pesticides (as well as herbicides and insecticides). The Government of Nova Scotia has released a discussion paper entitled “Limiting Our Risk” which proposes a province-wide ban on “non-essential lawn-care products”. The proposed Provincial legislation would supercede the Truro by-law process of application by permit.

3.2.2 Pursuit of a Thriving Economy

a) Downtown Vitality

Truro’s economy—it’s businesses and consumers, employers and workers, resources and assets, skills and capital, relationships and determination—exists to improve the quality of life for all in our town.

As a regional hub for so many institutions, services, and shopping Truro’s economy is intricately linked to the greater Truro area. In recognition of this, the Town of Truro’s principal focus for economic development planning is its partnership with the Colchester Regional Development Agency (CoRDA).

CoRDA’s stated mission, to drive sustainable economic growth creating healthy communities, prosperous business and opportunity for our citizens, is certainly compatible with Truro’s vision of sustainability. CoRDA, with its regional focus and networking approach, no doubt serves to bolster Truro’s economic development. However, Council has also recognized the need to pay particular attention to Truro’s downtown vitality as both an indicator of and a means to a thriving economy and community for both Truro and our region.

The Downtown Truro Master Plan provides a vision and strategy for revitalizing our vital downtown. This initiative has been guided to date by a collaboration of the Town Planning and Development Services Department and the Truro Downtown Partnership, with extensive citizen and consultant input.

The phased re-development is complemented by both the on-going work of the Downtown Truro Partnership and proposed changes to the Town’s Municipal Planning Strategy.

Responses to the Truro, Have Your Say public planning project indicate strong support for developing and maintaining a lively and flourishing downtown in Truro. At the same time, fewer but still a significant number of citizens equated quality of life with national-brand enterprises locating in Truro. For various reasons, most chain stores locate in malls or vacant land away from downtown cores across the country. This can introduce a ‘donut-effect’ in a town. The Downtown Truro Master Plan, through beautification, branding, and infrastructure seeks to keep Truro’s downtown vibrant and relevant.

b) Truro Farmers' Market

It is hard to beat the Truro Farmers' Market if you want to 'buy local'. Each week from May through October dozens of area entrepreneurs create a vibrant community event while offering healthy food and unique artisan items. The Town of Truro has recognized the importance of the Market to the life of the community and downtown business area by providing venue support for more than twenty years.

Over the past three years, likely due to both increased consumer demand for local food and a more dynamic Truro Farmers' Market, attendance has more than doubled. A flourishing Market not only contributes to the small businesses that make up the Market Co-operative, it brings people to the downtown shopping district each week. It has also become a venue for local music and community organization fund and awareness raising efforts. The Truro Farmers' Market uses the slogan, Say Good Morning to Your Community.

The Town of Truro is currently working with the Truro Farmers' Market to determine the feasibility of using the old fire hall as a building and site to house an expanded Market and other community uses. While other avenues for development are being considered, including an enhanced version of the current location, the old fire hall presents several opportunities that would contribute to each category of our sustainability vision. The development would significantly contribute to a revitalized civic square, continue to contribute to the downtown economy, and provide sustainable local produce for a longer period of the year. The proposed plan (which is in its early stages) retains both green space and the existing building for re-purposing.

3.2.3 Building a Just and Vibrant Community

a) Fair and Accountable Governance

Building a just community involves many factors beyond the reach of municipal government, but a Town can contribute to fair enjoyment of citizenship for all by putting into place measures to promote equality of opportunity, protection of rights, and participatory governance.

Affirmative Action Committee

One such step in this direction is the Town of Truro's establishing of an Affirmative Action Committee and the designation of a Diversity Management Coordinator. The Committee has representation from the African Nova Scotian community, First Nations/Aboriginal community, youth, visible minorities, persons with disabilities, women, Town Council, and Town staff (both union and non-union members). The Town also has an Affirmative Action Agreement with the goal of increased representation of Designated Groups within the Town's workforce.

By-law Enforcement

Since the appointment of a full-time By-Law Officer in 2007 enforcement of Town By-laws has been more uniform. The decision by Council to develop this position has not only added another level of safety and security of individuals in Truro, it has contributed to the improvement of the appearance of the Town through enforcement of the Minimum Building & Housing Maintenance Standards By-law.

Streets and Sidewalks Protocol

Another example of sustainable practice in the administration of good governance can be seen in the Streets and Sidewalks Conditions Rating system which Council has commissioned the Public Works Department to follow to ensure fair allocation of infrastructure improvements. This protocol has been used over the past three years to prioritize street and sidewalk maintenance expenditures according to condition and intensity of use. The system allows for safety and construction efficiency exceptions and for neighbourhood petitioning under the Local Improvements By-law.

Citizen Participation

By way of a final example of an existing policy that promotes a just community, crucial to social and cultural sustainability, the Town has a series of committees designed for direct citizen participation. These committees suggest and approve policies and oversee programs. They include, among others, advisory committees on Heritage, Planning, Trees, Tourism, Parks/Recreation/Culture, and Communities in Bloom. Committees of Council meetings are open to citizens. Occasional public information meetings, Public Hearings, and regular Town Council meetings that are both open to the public and broadcast over local cable television are further means to provide opportunity for citizen input and accountable governance.

b) Heritage Conservation and Celebration

There are many cultural, historical, and geographic elements that contribute to a sense of place defining Truro today. Not the least among these is our built heritage as preserved through the foresight of residents and Council. Truro has a rich variety of historic public buildings, churches, and private homes, especially in Victorian styles of architecture, which shape the character of our streetscapes.

Council has developed a number of tools to facilitate the conservation of Truro's architectural heritage. However, keen and knowledgeable citizens have been and continue to be at the heart of heritage awareness and preservation. Some of these community-minded individuals have volunteered on the Heritage Advisory Committee. In accordance with

the Provincial Heritage Property Act, the Committee identifies and assists to designate, preserve and protect buildings and areas of historic, architectural or cultural value. Its basic function is to provide Town Council with advice and recommendations on all matters concerning the preservation of built heritage within the town.

Heritage conservation has also been realized by the designation of a Heritage Officer within the Town Planning and Development Services Department and the adoption of the Heritage Conservation District Plan and By-Law For the Town of Truro in April 2000. The Heritage By-law (for short) recognizes the importance of protecting not just individual buildings, but as much as possible of surrounding streetscapes through standards for protection and new development compatibility.



From a sustainability perspective, heritage protection fits our vision ‘to a T’ (remember our conceptual diagram). Economically, towns with significant heritage districts are desirable places to locate. Environmentally, with efficiency upgrades an existing building is almost always ‘greener’ than new construction. Community is rooted in shared identity. The combination of valued heritage and welcomed diversity results in sustainable community.

c) Active, Together

Responses to the Truro, Have Your Say questionnaire expressed a strong connection between quality of life and both the places and events that bring people together. To ‘make Truro a better town’ participants called for more community gatherings, parks, and activities. Given the range of well-utilized activities and facilities on offer in Truro through private, institutional, and Town programming it is likely that many calling for more did so based on their enjoyment of what is now available.

The Town of Truro Department of Parks and Recreation and Culture, together with the Recreation Committee, oversees the stewardship and development of Victoria Park, public sports facilities, recreational programming, and special events around Town. It partners with such organizations as the Downtown Truro Partnership and sports associations to present opportunities for healthy activities and community spirit throughout the calendar year.

From Canada Day celebrations to the Holiday Tree Lighting to special events such as the Olympic Torch Relay, Truro turns out in large numbers and fine form for public gatherings. Sports leagues are thriving, parks and trails are cherished, and cultural events are growing. The recent development of skateboard and off-leash dog parks has further enhanced Truro’s recreational opportunities.

A mosaic of schools, churches, service and activity clubs, the Public Library, recreational businesses, the Marigold Centre, and community organizations create a range of activity choices in Truro that surpasses many larger Towns and cities. These choices are now being promoted in a Recreation Department initiative called Try Truro. It publicizes the many ways to experience Truro as a vibrant community.

3.3 Sustainability Action Opportunities

The Town of Truro Community Sustainability Plan embodies ideas expressed by the community during the Truro, Have Your Say process. The invitation to Have Your Say was accompanied by the phrase We're Listening. Although the 'We' refers mainly to the Mayor, Council, and staff, the onus is also on citizens to seek out and listen to diverse voices from the community if we are to move toward a more sustainable place.

The Sustainability Action Opportunities identified on the following pages will likewise require community leadership and action to pursue our vision of sustainability. However, it is specifically directed at our elected leaders and Town staff to identify an array of undertakings within the scope of local government.

Each Opportunity is described in detail using the following categories:

Area of Opportunity

Fourteen topics that present opportunities for actions to pursue our vision of a sustainable Truro;

Community Priority

Gauged by tallying and interpreting the Truro, Have Your Say responses;

Relative Cost

A very general indication of financial costs associated with a course of action. An opportunity may include various options or steps such as a feasibility study or pilot project and so the cost may be described as a range. There are factors that should be considered in undertaking an action that are not included in the cost estimates. These include the long-term costs of not taking the action, the availability of external funds to off-set the costs, and pay-back gains offered by some measures;

Sustainability Category & Goals

These refer to the three categories of sustainability used throughout the Plan (Environment, Economy, and Community) and the numbered goals found in the Truro's Sustainability: Priorities & Goals section (Part B.5);

Actions & Strategies

An array of possible initiatives to address sustainability under the identified area of opportunity.

Community Benefits & Sustainability Outcomes

Positive results anticipated from choosing a series of actions;

Possible Funding Sources

A non-exhaustive list of sources to finance sustainability actions. Programs change or are cancelled. However, new ones also are developed. Staff time and departmental budgets are mentioned as sources where applicable;

Project Lead & Collaborators

Identifies possible leaders and partners for a course of action;

Reference Documents & Resources

Sources of information relevant to an area of opportunity.



Opportunity No. 1

Public Transit

Citizen Priority: Very High

Relative Cost: Low in development phase; medium in execution.

Sustainability Category & Goals

Environment: G1, G4

Economy: G5, G7

Community: G11, G12

Community Benefits & Sustainability Outcomes

Reduction of automobile emissions; Facilitation of local shopping & improved labour mobility; Community connectedness & affordable mobility.

Possible Funding Sources

Federal Green Municipal Fund, ecoMobility, Program, MOST (Moving On Sustainable Transport), ecoAction, Building Canada Fund, Public Transit Capital Trust. Provincial Capitol Transportation Assistance Program, Conserve Nova Scotia, ecoNova Scotia, NS Transit Rural Incentive Program, Accessible Transportation Assistance Program. Area Municipalities, Millbrook, User-revenue, Business and Community Organizations; 'GTA' and institutional partners (eg. NSAC)

Project Lead & Collaborators

Town of Truro Departments of Planning/Public Works; Millbrook; Village of Bible Hill; County of Colchester; Community Organizations and Representatives, Private Consultant(s), Chamber of Commerce, Provincial Representatives, Colchester Transportation Cooperative.

Reference Documents & Resources

Truro Have Your Say Fire Hall Session Public Transportation Map, Town of Truro Land Use By-law Schedule C Transportation Map. UNSM Best Practices Report

Actions & Strategies

1. Public Transit System Needs Assessment,
2. Feasibility & Design Study;
3. THYS Session & Survey;
4. Stakeholder Interviews;
5. Partnership Development;
6. Funding Plan;
7. Pilot System;
8. System Start-up;
9. Participate in HRM light-rail planning

Opportunity No. 2

Gatherings & Festivals & Cultural Promotion

Citizen Priority: Very High

Relative Cost: Low to Medium

Sustainability Category & Goals

Environment: G1

Economy: G5, G6, G10

Community: G11, G13, G14

Actions & Strategies

1. Expand Parks & Recreation Committee, to include cultural representation;
2. Greater Truro Area Roundtable on events;
3. Try Truro Fair;
4. Service Organization Partners;
5. Neighbourhood Fairs;
6. Street Fairs (closures)
7. Harvest Moon Festival;
8. RFPartners; Walk & Roll Festival/ Campaign;
9. Skateboard Summit,
10. Planters' Festival,
11. Dynamic (not static) interactive website(s) with updates,
12. Better use of existing media (radio, Eastlink) to promote events
13. Cultural Hub website (directory of musicians, crafters, artists);
14. Tracks for Truro sampler gift/mp3s



Community Benefits & Sustainability Outcomes

Youth retention, visitor attraction, sense of identity and belonging, collaborative planning & shared costs; improved communication of existing events & activities; community-driven culture, support for arts benefits community life and economy

Possible Funding Sources

In-kind, private sponsorships, event revenue, Economic Dev't. funds, Departmental budget, NS Dept. of Tourism, Culture, and Heritage; Fund-raising; Health Promotions

Project Lead & Collaborators

Department of Parks Recreation & Culture - transition from driver to resource partner; CoRDA; Downtown Truro Partnership; Community Partners; Service Clubs; Greater Truro Area partners

Reference Documents & Resources

Truro Have Your Say; Dept. Of Parks & Rec. Strategic Plan



Community Benefits & Sustainability Outcomes

GHG reductions, fitness, traffic & parking congestion relief, community connectedness, progressive image for Town; visitor attraction

Possible Funding Sources

Public Works Budget; Prov. Health Promotions; Public Health Agency of Canada; 'GTA' partners; Transport Canada's ecoMobility and Moving On Sustainable Transport Programs, Active and Safe Routes To School Program (Green Communities Canada)

Project Lead & Collaborators

Town of Truro Departments of Planning, Public Works, PRC; Community Groups (eg. LEC, bike clubs), Downtown Truro Partnership; NS Health Promotion & Protection; ecoNova Scotia;

Reference Documents & Resources

Colchester-Truro Bikeways Plan; Move-On Colchester Proposal; Truro, Have Your Say Active Transportation Map; Downtown Master Plan; Streets & Sidewalks Conditions rating system; Pathwaysforpeople.ca

Opportunity No. 3

Active Transport

Citizen Priority: High

Relative Cost: Low to Medium

Sustainability Category & Goals

Environment: G1, G4

Economy: G5

Community: G11, G12, G14

Actions & Strategies

1. Integrated planning, bike-paths and lanes, sidewalk and path development;
2. Accelerate Bikeways Plan;
3. Active Transport Working Group with emphasis on Downtown and schools
4. Move-On Colchester collaboration;
5. Bike-able Truro impact study (parking, business, etc.),
6. Events: Walk & Roll Festival;
7. No Skateboard Summit

Opportunity No. 4

Energy Efficiency

Citizen Priority: Medium

Relative Cost: Low to High

Sustainability Category & Goals

Environment: G1, G2, G3, G4

Economy: G8, G10

Community: G11

Actions & Strategies

1. Implement Energy Audit efficiency opportunities;
2. on-going energy inventory;
3. formalize and expand Energy Committee;
4. green workplace protocols;
5. monitor renewable energy use & generation opportunities for local benefit;
6. efficiency filters for infrastructure renewal and procurement (etc. LED streetlights);
7. efficiency & clean energy training;
8. energy descent plan,
9. recognition of achievements;
10. treated water conservation policy & incentives



Community Benefits & Sustainability Outcomes

Medium and long-term financial savings; leadership example for citizens & industry; reduced pollution and GHG emissions; increased self-reliance

Possible Funding Sources

Green Municipal Funds, Natural Resources Canada ecoEnergy Funds, Building Canada Fund, ecoNova Scotia, NS Power Custom Program; Conserve NS Smart Lighting Program, CoRDA

Project Lead & Collaborators

Truro Public Works & Engineering; Purchasing Department; Truro Energy Committee; Nova Scotia Power; energy consultants; Living Earth Council; CoRDA, Dalhousie Eco-Efficiency Centre, area businesses

Reference Documents & Resources

Town of Truro Energy Inventory; Technical Energy Audit Report; nspower.ca;



Opportunity No. 5

Community Engagement & Collaboration

Citizen Priority: Medium

Relative Cost: Low

Sustainability Category & Goals

Environment:

Economy: G10

Community: G11, G12, G13, G14

Community Benefits & Sustainability Outcomes

Community cohesion, political accountability & responsiveness, consensus & capacity building, diversification, sense of ownership, youth retention, Truro brand, resilience

Possible Funding Sources

In-kind, NS Youth Secretariat Youth Engagement Grant Program, NS Seniors Positive Aging Fund, NS Dept. of Tourism, Culture, and Heritage, Citizenship and Immigration Canada; Human Resources and Social Development Canada – Community Partnerships (includes New Horizons for Seniors)

Project Lead & Collaborators

Council, Town IT, Dept. PRC, Planning Dept., community organizations; NSCC; Truro Art Society, Marigold Cultural Centre; diversity organizations, communications trainers

Reference Documents & Resources

Truro, Have Your Say results; Dept. of Parks & Recreation, Strategic Plan; Draft Town of Truro Municipal Planning Strategy Sections 4.2.11 Policy R-13

Actions & Strategies

1. THYS-Fire Hall Sessions,
2. THYS 'speakers' corner' website feature,
3. Support for Residents Associations,
4. Recognize volunteers and achievers,
5. Order of Truro,
6. Community radio,
7. Council meeting webcasts,
8. Committee diversification,
9. Political engagement diversification strategy,
10. Try Truro Fair,
11. Continue identity strategies (eg. signage, slogans),
12. Crowd-sourcing contests,
13. Youth strategies (eg. slogan, symbols, social media),
14. Seniors strategies,
15. Arts & Culture Roundtable,
16. Diversity celebration;
17. Communications strategy

Opportunity No. 6

Victoria Park Policy & Development

Citizen Priority: High

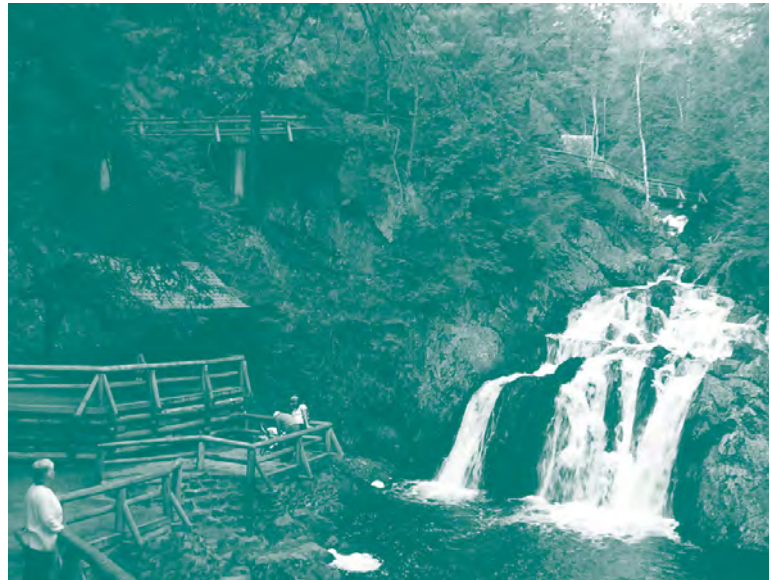
Relative Cost: Low

Sustainability Category & Goals

Environment: G1, G2, G3, G4

Economy: G5, G6, G7, G8, G9, G10

Community: G11, G12, G13, G14



Actions & Strategies

1. Park Stewardship & Marketing Plan (with public participation);
2. Commercial Activity Policy (permit process);
3. Green heat for pool;
4. Trust Fund
5. Charter proclamation,
6. staff protocols (eg. Green Tool Kit),
7. Sustainable Procurement Policy, sustainability filters applied to departmental policies,
8. Implementation Working Group,
9. Transition Town collaboration,
10. Food Policy

Community Benefits & Sustainability Outcomes

Civic pride & identity, stewardship of nature, recreation & fitness opportunities, quality-of-life economic driver, community connectedness, heritage protection, Environmental stewardship, civic leadership

Possible Funding Sources

In-kind, voluntary, Dept. Parks, Rec. & Culture, CoRDA, Internal, Green Municipal Fund, Environment Canada's Sustainable Community Indicators Program

Project Lead & Collaborators

Parks & Rec. Committee, Council, Tree Committee, citizen representatives, Council, CAO, Sr. Staff, Sustainability Working Group, Town of Truro Purchasing Dept., Chamber of Commerce (Sustainable Procurement awareness), CoRDA, Union of Nova Scotia Municipalities

Reference Documents & Resources

Truro, Have Your Say results; Dept. of Parks & Recreation, Strategic Plan; model Commercial Activity Policies (Vancouver, etc.) Town of Truro Sustainability Charter, Green Tool Kit, Sustainability Plan, Transition Handbook (R. Hopkins), Draft Town of Truro Sustainable Procurement Policy, Draft Town of Truro Sustainability Plan



Community Benefits & Sustainability Outcomes

Strengthen existing businesses, reduced emissions, localization & resilience.

Project Lead & Collaborators

CoRDA, DTP, Chamber of Commerce, Planning & Development Services, Truro Farmers Market, Town of Truro Purchasing Officer

Reference Documents & Resources

Downtown Truro Master Plan, Truro Farmers' Market feasibility study, CoRDA Strategic Plan; Draft Town of Truro Sustainable Procurement Policy

Opportunity No. 7

Local & Downtown Support

Citizen Priority: High

Relative Cost: Low to Medium

Sustainability Category & Goals

Environment: G1

Economy: G5, G7, G8, G10

Community: G11, G12, G14

Actions & Strategies

1. Sustainable procurement policy,
2. Local currency project,
3. Public transit & event shuttles from peripheral facilities to Downtown
4. Farmers' Market development,
5. Civic Square & library developments
6. Go Local campaign

Opportunity No. 8

Parks & Green Space Master Plan

Citizen Priority: Medium

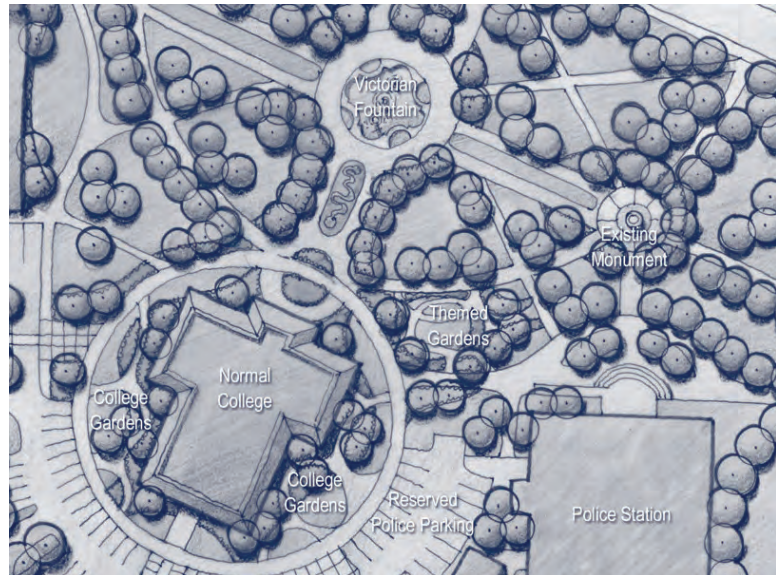
Relative Cost: Low to Medium

Sustainability Category & Goals

Environment: G1, G2, G3

Economy: G5, G6, G10

Community: G11, G12, G13, G14



Actions & Strategies

1. Neighbourhood green spacing,
2. school sites re-purposing,
3. brownfield recovery sites,
4. inventory of sites of eco-sensitivity and significance,
5. community food gardens,
6. riverfront development policy,
7. include cultural facility inventory (eg. band-shell)

Community Benefits & Sustainability Outcomes

Protection of nature and environment, livability, attraction of visitors, neighbourhoods livability & cohesion, healthy community, nature education

Possible Funding Sources

NS Health Promotion and Protection, Green Municipal Fund (Brownfield Recovery); Environment Canada's Environmental Damages Fund

Project Lead & Collaborators

Dept. Of Recreation, Parks, & Culture, Planning & Development Services, Communities in Bloom Committee, Tree Committee, Resident Associations, Planning Advisory Committee; Citizens, Community Organizations

Reference Documents & Resources

Downtown Truro Master Plan, Dept. of Parks & Recreation, Strategic Plan; Infrastructure Canada Brownfield Redevelopment Guide



Opportunity No. 9

Beautification

Citizen Priority: Medium

Relative Cost: Low to Medium

Sustainability Category & Goals

Environment: G3

Economy: G10

Community: G11, G14

Community Benefits & Sustainability Outcomes

Brownfield recovery, sustainable landscaping, cultural appreciation, civic pride and identity

Possible Funding Sources

Green Municipal Funds, NS Dept. of Tourism, Culture, and Heritage

Project Lead & Collaborators

Dept. Of Recreation, Parks, & Culture, Dept. of Planning & Development, Heritage Committee, Communities in Bloom Committee, Tree Committee, Resident Associations, Planning Advisory Committee; Citizens, Community Organizations such as Truro Art Society

Reference Documents & Resources

Truro, Have Your Say results, Downtown Truro Master Plan, Proposed Parks & Green Space Master Plan

Actions & Strategies

1. John Ross & Sons removed,
2. Facade incentives & guidelines and recognition (with heritage considerations),
3. Public art policy,
4. Demonstration sustainable landscaping,
5. Continuation of banner and signage program,
6. Civic Square transitional plan

Opportunity No. 10

Welcome Diversity

Citizen Priority: Medium

Relative Cost: Low

Sustainability Category & Goals

Environment:

Economy: G5, G6, G7, G8, G9, G10,

Community: G11, G12, G13, G14

Actions & Strategies

1. Immigration destination strategy
2. Franco-capacity building,
3. Diversity Festival,
4. Cross-cultural events



Community Benefits & Sustainability Outcomes

Economic development, cultural education, enriched community life

Possible Funding Sources

NS Dept. of Tourism, Culture, and Heritage, CoRDA, Citizenship and Immigration Canada; Public Service Commission Diversity Accommodation Fund,

Project Lead & Collaborators

CoRDA, Dept. Of Recreation, Parks, & Culture, Heritage Committee, École acadienne de Truro; Community Organizations, Welcome Wagon, Truro Farmers' Market

Reference Documents & Resources

CoRDA Strategic Plan



Opportunity No. 11

Residential & Mixed re-use of Vacant Properties Plan

Citizen Priority: High

Relative Cost: Low

Sustainability Category & Goals

Environment: G3, G4

Economy: G5, G10

Community: G11, G12, G14

Community Benefits & Sustainability Outcomes

Beautification, social responsibility, economic development, citizen engagement

Possible Funding Sources

Green Municipal Fund (brownfield recovery), ecoNova Scotia, NS Department of Community Services Affordable Housing incentives, especially the Conversion Residential Rehabilitation Assistance Program (RRAP) Program; Environment Canada's Environmental Damages Fund; Canada Mortgage and Housing Sustainable Community Planning Program; CMHC Affordability and Choice Today initiative; CMHC Residential Rehabilitation programs; Human Resource and Skills Development Canada Homelessness Partnering Strategy

Project Lead & Collaborators

Dept. of Planning & Development, Dept. Of Recreation, Parks, & Culture, Truro Department of Public Works, Colchester Anti-Poverty Group, Residents' Associations, Planning Advisory Committee, Heritage Committee, NS Department of Community Services

Reference Documents & Resources

Draft Town of Truro Municipal Planning Strategy Sections 5.2.6 Policy C7, & Section 4.2.7 Policy R-8, & Section 4.2.12, Policy R-14, Downtown Truro Master Plan, Proposed Parks & Green Space Master Plan, Town of Truro Technical Energy Audit and Inventory

Actions & Strategies

1. Inventory of sites and buildings,
2. Development plan,
3. Communication of plan & principles,
4. Sustainable housing strategy,
5. Conceptual development plans with pre-approval

Opportunity No. 12

Greater Truro Area Collaboration

Citizen Priority: Low

Relative Cost: Low

Sustainability Category & Goals

Environment: G1, G2, G3, G4

Economy: G5, G6, G7, G8, G9, G10

Community: G11, G12, G13, G14

Actions & Strategies

1. Bi-annual collaboration conference
2. Greater Truro Area conceptual study
3. Sectoral committees



Community Benefits & Sustainability Outcomes

Self-sufficiency, stewardship of resources, community connectedness, coordinated planning, cost-sharing

Possible Funding Sources

Service Nova Scotia (Municipal Relations), municipal budgets

Project Lead & Collaborators

Councils and Commissions of Truro, Colchester, Village of Bible Hill, Millbrook; Senior staff of each municipal unit including police and emergency services, CoRDA, Service Nova Scotia (Municipal Relations)

Reference Documents & Resources

Handbook on Inter-Municipal Partnership and Co-operation for Municipal Governments in NS; Municipal Planning Documents, Strategic Plans, & Sustainability Plans (including CIP) of each unit



Opportunity No. 13

Floodplain/Storm-water, Climate Change Adaptation Planning

Citizen Priority: Medium

Relative Cost: Low

Sustainability Category & Goals

Environment: G2, G3

Economy: G7

Community: G11

Community Benefits & Sustainability Outcomes

Long-term environmental planning, emergency preparedness

Possible Funding Sources

Environment Canada, Natural Resources Canada Climate Change Impacts and Adaptation Program, NS Dept. of the Environment, NS. Dept. Of Agriculture, NS Natural Resources, Federation of Canadian Municipalities, National Research Council of Canada

Project Lead & Collaborators

Truro Dept. of Public Works, Truro Dept. of Planning & Development Services, County of Colchester, Environment Canada, Clean Nova Scotia, Bay of Fundy Ecosystem Partnership,

Actions & Strategies

1. Participation in rising tide and climate change adaptation study in relation to the Bay of Fundy

3.4 Structures for Implementing Sustainability

There are many compelling reasons to prioritize making our community more sustainable:

1. stewardship of our natural environment facing peril;
2. responsiveness to the views of the community;
3. fiscal responsibility to our tax payers;
4. opportunity for planned development, including new funding sources;
5. opportunity for community building and collaboration.

Municipalities across Canada are at various stages of sustainability planning and implementation. These range from muddling inaction to fully-budgeted Sustainability Departments. Neither the level of priority that sustainability initiatives have been given nor the implantation strategies employed correspond directly to the size of a particular municipal unit.

A barrier common to the prioritized implementation of sustainability is the tendency to view it entirely through the lens of environmentalism. While many municipal leaders view environmental stewardship as crucial, few cities and towns have a specific department that address it, deferring to Federal and Provincial bodies. As a result, sustainability efforts are relegated to add-on protocols for existing municipal departments and staff. While this is an important tool, as the only route utilized for implementation it is inadequate.

Even when viewed as an interdependent integration of environment, economy, and community, planning for sustainable development at the municipal level presents a hodgepodge of jurisdictions and responsibilities. Although the Town participates in directing the Colchester Regional Development Agency and collaborates with the Federal government on particular projects, economic development is not a primary focus of Town Council and Staff time. Social services and community sustainability too are shared responsibilities and budget items at best.

Nonetheless, at this time the framework of sustainability as endorsed by all levels of government, offers a unique vehicle for achieving a better quality of life for our Town and its citizens. Balancing action on all three sustainability components that make up our Priorities and Goals will increase achievement within each separate category. Likewise, the more participatory the tools chosen for implementation of the Community Sustainability Plan are, the more likely Truro will enjoy lasting improvements.

Tools cost, and although labour saving, require effort to use. Municipalities are principally funded by tax and fee revenues on one hand, and transfers from Provincial and Federal governments on the other for service delivery and core infrastructure spending. Increasingly, Federal and Provincial funds available to municipalities are only accessible through elaborate project-specific applications. This places a burden on staff whose primary function is program delivery. Also increasingly, these funds have criteria specific to sustainability goals. A key consideration in selecting tools for sustainability implementation then, is the extent to which they will be able to assist the Town in the navigation of this new funding terrain while not placing unsustainable fiscal burden on the very budgets they are seeking to augment.

The following is an overview of tools that Town Councils may choose from as they seek to achieve sustainability through their Community Sustainability Plan:

3.4.1 Sustainability Departments

Halifax Regional Municipality has put the environment at the pinnacle of its sustainability planning, establishing a Sustainable Environmental Management Office (SEMO) in response to its 2004 sustainability analysis.

SEMO is tasked with:

1. leadership in sustainability policy/projects, reporting, and monitoring in relation to Land, Air, Energy, Water, Environmental Auditing
2. system-wide integration and buy-in of sustainability policy (green culture)
3. corporate sustainability training and protocols
4. administration of a Transition Team made up of departmental reps.

In addition, HRM By Design, a collaborative urban visioning report that most closely parallels Truro's Municipal Planning Strategy and Land Use By-law, was informed by and concerned with the three broad categories of sustainability but is primarily a built-environment design strategy.

3.4.2 Sustainability Coordinators

A common approach of small cities and larger towns has been the appointment of a full-time Sustainability Coordinator for a period of two to five years. This position may report directly to the CAO or, more usually, be integrated into the Planning Department.

Sustainability Coordinators are charged with the development and implementation of the Community Plan. In the cases where this structure has been selected, there is an assumption that a concentration of expertise and effort will result in the best level of sustainability implementation. Typically, Sustainability Coordinators also actively seek sustainability funding for civic projects and rally support for sustainability initiatives within the community.

CoRDA employs a Sustainability Coordinator on a contract basis with a mandate specific to environmental sustainability and energy efficiency. Many universities and private corporations also now employ sustainability coordinators, again with an emphasis on environmental stewardship and efficiencies.

The Union of Nova Scotia Municipalities has a Municipal Sustainability Office and a Sustainability Coordinator. The Office is designed to advise municipalities on best practices primarily in relation to environmental sustainability and energy efficiency.

3.4.3 External Sustainability Consultants

Smaller municipal units have contracted external consultants to develop and deliver turn-key sustainability plans. Sometime separate consultants are hired to lead public engagement efforts. Ideally, these specialists come from within the community, bringing with them local knowledge as well as a stake in a positive outcome of their efforts.

Truro has chosen to combine the two previous routes by contracting an external Sustainability Consultant to work part-time within the Planning Department for a just under a two year period. Another unique aspect of Truro's approach to the development

of its Sustainability Plan is its collaboration with a local community environmental group, Living Earth Council. Having one person serve as both project leader for an energy-efficiency campaign (Cool Truro) and Sustainability Consultant has served to build a reciprocal link between the Town and a community group.

Charging a Sustainability Consultant with over-all responsibility for the implementation of the Community Sustainability Plan is not a common route chosen by municipalities. However, there are many examples of external contracts for planning or leading action on specific recommendations of a Sustainability Plan such as a community energy plan (for example, The Town of New Glasgow's Energy Sustainability and Local Action Plan 2007 – 2013).

3.4.4 Internal Staff Implementation

A broad dissemination of sustainability-related responsibilities within established departments, accompanied by adequate training and allocation of resources, has been selected by some municipalities as a route to desired outcomes without creating an additional department or specific position. This approach is very much like that used to implement a Town's Strategic Plan where individual staff and committees are charged with executing and measuring ways and means within each department, reporting to the CAO who is ultimately responsible to Council for implementation.

Aside from its distinct Sustainable Environmental Management Office, Halifax has followed this course. It has developed a Cultural Plan which is to be overseen by the Planning Department (with cross-departmental input) and an Economic Plan that resists creating 'new layers of bureaucracy'. The Economic Plan relies on the entire bureaucracy, the CAO, as well as political and business leaders for implementation.

While internal implementation of a town's Sustainability Plan plays a vital role in keeping it from collecting dust, it can actually impede progress without a number of factors being addressed. Inadequate time allocation, resources, knowledge, motivation, accountability, reporting, and measurability can render a strictly-internal implementation process ineffective. However, in-conjunction with elements of the other tools described here, Town staff participation is an invaluable tool to promote sustainability. Training and resources directed toward existing individual employees in relation to specific initiatives (Sustainable Procurement or Active Transportation, for examples) is the most sustainable route to implementation. Team 'buy-in' on sustainable practices to be integrated into existing job descriptions (using the *Green Tool Kit*, for example) will also reap reward in terms of staff morale and effectiveness.

3.4.5 Partnerships and Oversight

Whether employing a specific Coordinator, project consultants, or relying on internal staff, Council should consider a Sustainability Advisory Committee for the purpose of ensuring momentum and citizen involvement.

In several Nova Scotian municipalities, the Sustainability Coordinator has developed a Community Partnership model for sustainability implementation (or at least for public commitment to it). This ranges from business and community groups signing pledges to roundtable-style stakeholder oversight bodies.

3.4.6 Collaborative Community Implementation

Finally, an approach that stems from Truro's unique approach to the development of a Community Sustainability Plan (the collaboration between the *Living Earth Council* and Truro Town Council) would be the formation of Canada's first multi-partner storefront Sustainability Office. Various community and government stakeholders could form roundtable leadership for such an office in a storefront operation that would serve the citizenry, business, and local governments.

Shared funding and fund-raising would be a necessary component of this model. The Green Municipal Fund, a Federal program which gives grants to municipalities to develop innovative templates for sustainability implementation, has confirmed that the approach is unique and has expressed initial interest in financing its development.

This model would illustrate the essential element of civic engagement necessary to sustain economic, community, and environmental sustainability. Several factors would contribute to the sustainability and effectiveness of a *Community Sustainability Office* (certainly, a more dynamic name would be arrived at, possibly by community contest).

By embedding it in a community setting such as a community centre (Douglas Street?) or retail area, rather than an office or civic administration building, it would be seen to be arms-length from government and community-based. Small contributions from many stakeholders (see sample list below) toward the operating costs of the Office are more feasible than the Town allocating sufficient funds on its own. The Office would assist the Town and other contributing stakeholders with project funding applications related to environmental, economic, and cultural sustainability. It would also serve the other functions of a Sustainability Coordinator such as facilitating training and researching policy.

Some possible participants and/or service-users of a Community Sustainability Office include:

1. Town of Truro (Council and Departments);
2. Municipality of Colchester;
3. Millbrook;
4. Village of Bible Hill;
5. CoRDA
6. Arts, environmental, and other community groups;
7. Provincial and Federal sustainability programs

The collaborative approach would serve sustainability and communications functions by conveying to the community Council's on-going commitment to the vision of the *Town of Truro Sustainability Charter*. The physical office and facilities could provide small community groups aligned with our sustainability goals resources for project work or meetings. It could also serve as a clearing house for information about various Federal and Provincial programs aimed at sustainability (for example, a Truro presence for Conserve Nova Scotia). These functions also represent potential operating revenue sources.

Finally, the Community Sustainability Office would be a driving force behind implementation of the Community Sustainability Plan, assisting the Council with its action program, while also leading the community toward greater awareness and achievement of sustainability.

3.5 Implementation Recommendations

There is broad agreement with each of the elements that make up our vision statement: Truro is a just and vibrant community with a thriving economy and sustainable environment. The real key to realizing the vision is constant understanding that each characteristic must be balanced by concern for the others. A pristine environment void of the possibility of livelihoods or a financially profitable enterprise that is unjust in its exploitation of the natural environment would fulfill one element of sustainability for our town, but sabotage the whole. This is why the Town of Truro Sustainability Charter mentions the responsibility to balance Stewardship of our natural environment, Pursuit of a thriving economy, and Building a just and vibrant community.

While this Community Sustainability Plan reflects positive momentum and shared values evident around issues of sustainability in Truro, there is much that can be done to enhance the quality of life available to our community. The Vision Statement, Sustainability Charter, and this Plan do not in themselves achieve sustainability. In fact, they would be backwards steps if their completion assured the community that all is well, no further effort is needed.

Each of the worthy goals and suggested opportunities charted above may be viewed as recommendations to pursue. This section will focus on underlying issues that point to priority actions and on next steps to maintain momentum and assert leadership, including best opportunities for embedding sustainable practices into programs and planning at the process level.

3.5.1 Underlying Issues and Priority Actions

a) Cars and Community

Truro really is a regional hub for commerce, culture, government, health care, and many other services. It is also geographically central and a natural stopping point for those in transit around the province. These factors, along with the general trend toward vehicle dependence over the past fifty-plus years, have resulted in dense traffic and costly maintenance of motor vehicle infrastructure. Unfortunately, it can be argued that Truro shows some signs of being a ‘car culture’ town: a place where primacy is given to cars over community.

Planning that prioritizes cars affects each element of sustainability. The economic realm is the most mixed in its impact. Clearly, automobile transportation facilitates commerce and is directly linked to revenue for some businesses and trades. However, infrastructural costs of road maintenance and the economic losses that can result from a generic ‘drive-thru’ town counter at least a portion of the gain. Cars are also costly to purchase, insure, and maintain. While these expenditures add cash to the local economy, they ultimately siphon profit portions elsewhere.

Some of the costs of are environmental. Fossil fuel combustion creates air pollution in the form of green house gases and toxic particles. Although out-of-sight, the extraction and processing of fuels is environmentally costly too. Disused automobiles usually leave town limits (also out-of-sight to some extent), but their used-fluids saturate some of our soils and paved surfaces. Our storm water system then absorbs the contaminants along with road salt run-off. Parking and roadways increasingly dominate our towns creating impermeable surfaces which have a substantial impact on storm water drainage and consequently water quality and erosion.

Perhaps the largest cost in terms of sustainability is the impact auto-centred society has on community life. The automobile and road system are positive and essential elements of our town. However, it is important that we be aware of their profound effects on our daily choices so that we can plan in ways that optimize benefits of cars while not draining our community of social interactions.

When asked “What do you like most about Truro?”, respondents to the Truro, Have Your Say questionnaire mentioned variations on the theme of the Town’s quiet atmosphere and small-town friendliness more than anything else. These are characteristics attributable to people. The top responses when asked “What would make Truro a better town?”, can be viewed as relating to the need to counter car culture as well, including calls for: a public transit system; more trails and paths, improved and additional sidewalks; more bicycle-friendly streets, reduced traffic congestion.

Clearly, a healthy liveable town, a sustainable place with thriving neighbourhoods and vibrant downtown, is one where human interaction is encouraged through active transportation routes and public gathering spaces. A sustainable town is also one where traffic does not threaten safety, where quiet areas are possible, and where those who do not own private vehicles can still connect to their community.

Recommendation

Council should prioritize community connectivity and traffic reduction through integrated development of active and public transportation systems, as well as route and parking efficiencies.

b) Community and Economic Development

Pursuit of a thriving economy is an integral part of both our Town of Truro Sustainability Charter and the mandate of Council itself. Within Truro, many partners are involved in this pursuit, including the Colchester Regional Development Agency, the Truro & District Chamber of Commerce, Downtown Truro Partnership, and individual entrepreneurs. While Council has representation on some of the governing bodies of some of these entities, there is limited direct and daily input into the economic development of the Town.

As a centre of economic activity in Colchester County and a core financial contributor the Colchester Regional Development Agency, The Town of Truro has much at stake in the on-going effectiveness CoRDA. It is important to note, especially in the context of integrated sustainability concerns, that CoRDA’s purpose is “To improve the quality of life for the citizens of Colchester”. While its primary focus is economic, it aims for broader community development.

Economic development garnered more citizen suggestions than any other category of sustainability in the Truro, Have Your Say participation project. The community looks to its elected Council for leadership in sustainable economic development and Council has undertaken pursuit of that goal. However, it does not have staff assigned to the mission; but rather, has entrusted CoRDA.

Effective economic and community development require a strong collaborative relationship between those responsible to the citizenry and the agency empowered to carry out the tasks. The process and mechanisms for communications between CoRDA and representatives of the Town need to be evaluated with a view to renewing the collaboration. Questions to guide the assessment might include:

- Are services offered by CoRDA of which the Town can take greater advantage?
- Is CoRDA able to assist the Town with funding applications from previously untapped sources such as the Green Municipal Fund?
- How does Truro fare among the fifty-eight communities in CoRDA's reach in terms of resource and time allocation?
- Does Truro have a distinct destination marketing presence in CoRDA campaigns?
- How does the Truro Industrial Park fare among the five industrial parks marketed by CoRDA?
- Is there duplication of effort in any area that could be either transformed to collaboration or eliminated in the Town or CoRDA?
- Should either CoRDA or Truro have a dedicated staff position (full or part-time) devoted to Truro's economic development? Could an employee of one of the organizations be based at the other's office or could a shared position be created?
- Does the composition of the Board of CoRDA represent Truro's interests and perspectives adequately?
- Would regularly scheduled workshops (bi-annual, for example) between CoRDA (staff and Board representatives) and the Town (Council and senior staff) assist both organizations in fulfilling their responsibilities?

Recommendation

Council should evaluate and renew its relationship with the Colchester Regional Development Agency in the pursuit of a thriving resilient localized economy for the Town.

c) Greater Truro Area

Many people who live near Truro but outside the Town boundary consider Truro to be their town. They regularly take advantage of Truro's recreational and cultural offerings, shop and use services in Truro, support local sports teams and churches, and some are even Town employees. Although those from the greater Truro area, including places like Salmon River, Bible Hill, Millbrook, and Hilden, have a stake in Truro's sustainable future they do not have representation on Council (and cannot run for office) nor do they contribute to the Town's tax revenues used for Town roads and infrastructure.

While individuals identify with Truro, they are also members of distinct communities with autonomous governing bodies. Geographically connected districts such as Bible Hill and developments on Robie Street west of the Town Cemetery are regulated by municipal laws and policies that differ from Truro's. The situation has led to positive collaborations and service agreements; but also, to economic and environmental inefficiencies and inconsistent development.

The Civic Centre development project illustrates the capacity for cooperation without formal amalgamation of municipal units. (It may also identify some of the limitations.) For the most part, however, in the context of municipal planning strategies and land use by-laws, unified approaches have not been pursued. Aside from the very basic confusion of jurisdiction that results in daily calls to the Town of Truro Planning Department on matters governed by the County of Colchester, the impact of disparate policies is that of lost opportunity and possible undermining of initiatives. For example, while the Town of Truro works to revitalize its downtown and encourages context-sensitive density to avoid unsustainable sprawl, the Village of Bible Hill envisions the development of its own urban core along with expanding suburban developments.

Regular and increased collaboration of community governments within the greater Truro area will ensure that the sustainable development of one community does not impede that of another. It will also provide a foundation for initiatives such as the development of green infrastructure and transportation, sustainable housing strategy, riverfront development, and beautification of streetscapes.

Unfortunately, to date most discussion about relationships among Truro's neighbouring communities has been in the context of full and formal County-Town amalgamation along the lines of what resulted in Halifax Regional Municipality. The concept of a Greater Truro Area is more limited in geographic scope, formality, fiscal arrangements, and merged identity. Extensive collaboration already exists in program areas such as recreation, for example, but for the most part is sporadic. Progress on initiatives such as public transit will necessarily entail full participation of adjacent communities. A structure of regular communication could serve to further the goals of each in the pursuit of sustainable community, economy, and environment.

Recommendation

Council should initiate a day conference of municipal stakeholders, including elected representatives and senior staff from within the greater Truro area, as well as CoRDA, to communicate about respective policies, programs, priorities, and issues, especially those where either occasion for conflict or opportunity for increased collaboration exists. Similar gatherings should be scheduled at least bi-annually.

d) Communications and Participatory Governance

Throughout the Truro, Have Your Say participation process comments were made regularly expressing gratitude for a rare opportunity to have opinions on a range of issues considered by the Town. The Mayor and Council might find this surprising given the steady stream of views they receive on Town matters. Question 8 of the THYS survey asked participants

to indicate agreement, disagreement, or whether unsure about whether they could have a say in how my town is developed and run. A narrow majority of respondents indicated that they either did not agree with the statement or were unsure.

There is an argument to be made that suggesting a lack of opportunity for citizen input into the policies and decisions of the Town is simply a misperception. Elected representatives are very accessible and regularly engage with their communities. Citizens serve on topical committees whose meetings are public. Council meetings are open to all and are broadcast on local television. Public hearings accompanying many aspects of development and special informational meetings have been held in conjunction with many proposed projects.

Nonetheless, the perception of stifled participation either points to inadequate communication of existing avenues for community involvement, and/or the need to improve existing avenues, and/or a need to introduce new opportunities. The dividends of broader community input would be well-worth the investment of effort required: increased understanding of the complexity of decisions mitigates against polarized views and divisions; citizens engaged in decision-making are more likely to participate in programs, facility up-keep, and municipal elections; processes that are transparent and inclusive are most likely to build resilience; a culture of grumbling and exclusion is replaced with 'buy-in' and community-mindedness.

Strategies for more sustainable community through participatory governance must reach beyond last century's conventions. Periodic elections and public Council meetings remain vital but are insufficient mechanisms for building a just and vibrant community. The following is a list of tools that should be considered by Council for the purpose of facilitating broader and deeper community involvement in Town governance:

1. Communication Technology

There are many technologies and applications that could contribute to a broader more informed collaboration between Council and the citizenry:

- Dynamic, interactive website with capacity for a moderated discussion fora, surveys (eg. Truro, Have Your Say on ...), and video events.
- Linked but separate website for Try Truro to serve as a clearinghouse of community events, organizations, recreational programming, and cultural highlights and resources.
- Social networking sites for the Mayor and individual Councillors with petition, polling, and discussion functions.
- Live or recorded web-casting of Council and other public meetings. Software such as Wirecast could be utilized or internet upload of Eastlink video.
- Audiocast/podcast of Council meetings on Town radio station and/or website.
- Other internet based tools available include E-panelling (roundtable text discussion forum by invitation over a set period on a set topic); web-chatting (as above but in real time using software such as MSN Messenger for text or Skype for speech); Wiki/crowd-sourcing for collective thinking on a particular topic; Deliberative polling (tracks opinions over time as discussion takes place); E-plebiscites.

- Short videos for posting on the Town website or sites such as YouTube can be effective tools for generating discussion or conveying a themed message. CoRDA has made good use of this to promote the area (eg. Truro Farmers' Market spontaneous dance video). Prepared videos can also be used effectively within public meetings (eg. Truro, Have Your Say streeters video.)

2. Participatory Gatherings, Consultation, and Consensus Building

The monthly structured meetings of Council provide a measure of opportunity for citizen/Council interaction, but are primarily designed for departmental reporting and decision-making. More frequent community gatherings designed for constructive and creative conversation would enhance Council's ability to lead the community and citizens' contributions to its democratic development.

In general, the earlier and wider community consultation is on a particular concern, the more likely consensus, or at least non-factious disagreement, will emerge. Public meetings that appear to be after-thoughts born of controversy or are merely informational without scope for input, inevitably result in polarized factions in the community.

There are many participatory tools to ensure that town hall type meetings do not deteriorate into a series of antagonistic performances. A template for the Fire Hall Sessions can be found in Section B.2.2 of the Envisioning Sustainability portion of this Community Sustainability Plan. A neutral facilitator is a good starting point for a successful event. The Town could engage respected citizens and/or community organizations to assist with the planning and facilitation of public gatherings. Other techniques and strategies to consider include:

- neighbourhood/block meetings and socials (building on the developing network of neighbourhood associations in Truro)
- focus groups (eg. seniors, youth, etc.)
- design charettes, World Cafes (rotating small group conversations culminating in a plenary session), Open Space gatherings (a style of meeting that dynamically selects topics and discussion groups)
- participatory budgeting (a range of strategies that increase citizen involvement in resource allocation and generation).

3. Committees & Partners

On-going Committees such as the Planning Advisory Committee are an important arena of Town and citizen collaboration. Periodic review of existing Town committees should assess their effectiveness in terms of diversity of perspective (composition and appointment process, especially in relation to Affirmative Action criteria); impact on decision-making; on-going relevance (indicated by such things as frequency of meeting and member turnover). The review should result in the elimination or improvement of existing committees, or the initiation of new ones where deemed feasible, timely, and helpful.

Informal advisory groups and short-term task force teams offer routes of participation without adding permanently to the accumulation of meetings that can over-extend municipal governments, business people, and community volunteers. These groups do not necessarily need to be organized, resourced, or accountable to Council in a formal committee structure. For example, the Colchester Anti-Poverty Network might approach Council to collaborate on an action strategy on emergency shelter or, inversely, could be commissioned by Council to advise on the issue.

4. Communication Policy & Strategy

At present, no comprehensive communication policy and strategy has been undertaken by the Town. This is not to say that effective and appropriate communication of initiatives does not take place. In fact, regular newsletters, website notices, and Town radio announcements combine to inform citizens on a regular basis. However, there have been many occasions where messages are left to the whims of local, provincial, or national media. A written protocol and training for Council and designated staff would increase the likelihood of the intended results of communication efforts being achieved consistently.

Guidelines should address the who, what, why, when, and how of effective municipal communications. In relation to Truro's image beyond town limits, specific branding should be developed to emphasize Truro's positive attributes. The communication strategy should also consider proactive measures in relation to annual ranking stories (eg. Money Sense magazine's annual list), participation in and monitoring of on-line activity (eg. blogs and Facebook sites), confidentiality of internal correspondence, and emergency situation communications.

Recommendation

Council should embark on a series of measures to increase participatory governance, community collaboration, and effective communications. These measures should include the expanded use of communications technologies, more frequent and dynamic community gatherings, a review of committee and advisory group contributions, comprehensive communications strategy and policy development with training component.

3.6 Next Steps Toward Sustainability

3.6.1 Choosing an Implementation Model

Implementation of the Community Sustainability Plan will require embedding sustainable practices into programs and planning at the process level as decisions are made and priorities set. There is a momentum evident in the Truro community around some central aspects of sustainability, in particular:

- support for a thriving economy that favours local production and consumption, especially in relation to food choices;

- stewardship for the environment, including conservation of green spaces, reduction of waste and fossil fuel consumption;
- desire to build and enjoy community through gatherings and associations.

Participants in the Truro, Have Your Say conversation about sustainability indicated that they are making the transition to sustainability and that their expectation is for municipal government to do likewise.

The implementation options outlined above offer diverse routes for moving toward our vision of sustainability. Of these, the most comprehensive and resilient model is also the most ambitious. Sustainable Truro: Collaborative Community Implementation comes without assembly instructions or operators' manual; but, it is not an unfamiliar concept. Collaborative Community Implementation recognizes that both citizens and municipal government shape the community; that many hands make lighter work; and that we are stronger together.

Recommendation

Council should pursue implementation of the Community Sustainability Plan using the Sustainable Truro: Collaborative Community Implementation model, while recognizing that its vision of environmental, economic, and community sustainability will require interim methods and resources that draw on the other models of implementation.

3.6.2 Recommended Next Steps for Council

- a) Complete public consultations, subsequent revisions, and formal adaptation of the Community Plan.
- b) Public launch of Sustainability Charter and Sustainability Plan.
- c) Develop consensus on the principal recommendations and priority opportunities/ actions of the Community Sustainability Plan.
- d) Compose and circulate a memorandum to senior staff articulating the departmental implications of the CSP in terms of policies and planning. The CSP will also impact on the next round of Strategic Plan revisions.
- e) Allocate resources and staff time to facilitate interim implementation:
 - i) Hire an interim Sustainability Coordinator using funds designated in the 2010 Planning & Development Services departmental budget.
 - ii) Commission the Sustainability Coordinator (SC) to generate new funding from external sources to contribute to the longer-term implementation process (eg. Green Municipal Fund).
 - iii) Form a staff working group on sustainable/green practices within municipal operations. This group should include the interim SC and representatives from several departments (eg. Purchasing Assistant, Cultural Coordinator, Planning Administrator, Tree Technician, Administration and Events Coordinator, etc.). It could also involve CoRDA's Sustainability Coordinator.

- f) Participate in and support a Sustainable Truro: Collaborative Community Implementation working group on the development of the initiative within the greater Truro area.
- g) Finalize and adopt the Sustainable Procurement Policy along with a training and implementation process including communication to vendors.
- h) Formalize the Energy Committee to oversee the remainder of the Energy Audit, pursue funding for identified efficiency opportunities, revive wind turbine project evaluation, and draft small-turbine by-law. Consider expanding the Committee mandate to Green Infrastructure concerns. Expand the Committee to include community members.
- i) Stage a communications training workshop for Council and senior staff with participatory governance and communications technology components. Develop a comprehensive communications policy and strategy.
- j) Raise funds for and draft an RFP for Public Transit study, possibly in conjunction with a Public Works traffic working group that considers broader issues, including active transport plans and area collaborators.
- k) Develop a green and open space master plan, including a Victoria Park Stewardship strategy and Parks & Facilities Commercial Activity Guidelines.
- l) Prioritize and act on selected projects identified in the Community Sustainability Plan Opportunities Chart in collaboration, where appropriate, with the Sustainable Truro roundtable group.

3.7 Town of Truro Sustainable Procurement Policy

This document is a proposed revision to the existing Purchasing Policy (P1040000) for the purpose of moving to a Sustainable Procurement Policy. This document is in a draft stage as of May 2010. Changes and additions to the existing Purchasing Policy are highlighted in green font.

Town of Truro – Policy & Procedure Manual

Subject: Sustainable Procurement Policy

Policy Number:

Approval Date:

Departments: All Departments

Preamble

The Town of Truro is committed to sustainability in its actions and policies. To that end, the Mayor and Council have proclaimed a Sustainability Charter and developed an Integrated Community Sustainability Plan. These documents provide a Sustainability Framework that serves as the cornerstone for our Sustainable Procurement Policy.

Sustainability Framework

Sustainability considers the needs of both current and future generations in decision making. As stated in the Town of Truro Sustainability Charter, it reflects our responsibility to balance:

- Stewardship of Our Natural Environment;
- Pursuit of a Thriving Economy;
- Building a Just and Vibrant Community.

Sustainability Framework Applied to Procurement Policies and Procedures

Our procurement decisions will be guided by our Sustainability Framework. In turn, prospective and existing Suppliers of goods and services to the Town of Truro are encouraged to likewise apply principles of sustainability to their processes, policies, and products.

The Town of Truro Sustainable Procurement Policy expands on and revises the Town of Truro Purchasing Policy. In addition to the principles of sustainability such as fair process, best value, and local sourcing that characterized the Purchasing Policy, the Sustainable Procurement Policy considers broader decision-making factors such as the full-life cycle of products and alternatives to new acquisition. These factors are articulated in *Appendix A, Sustainable Procurement Factors*.

Goods and services of Suppliers will be assessed by the Town of Truro Procurement Department and, in cases requiring it, the Procurement Evaluation Committee for compliance with our Sustainable Procurement Policy (*see Appendix B, Evaluation Committee*).

Compliance with the Sustainability Framework of the Sustainable Procurement Policy will be determined by a combination of Supplier documentation and evaluation undertaken by Town of Truro Staff or appointed agents. Supplier commitment to sustainability will be weighed favourably in the awarding of procurement contracts. Conversely, Supplier processes, policies, or products that avoidably contravene the Sustainability Framework may render a Supplier or particular bid unacceptable in procurement competitions.

In the case of qualifying competitive bids, proposals, or price quotations, the Town of Truro may award as much as fifteen percent (15%) consideration deducted from the submitted price of those Suppliers who are compliant with all or a portion of the Sustainable Procurement Policy for the purpose of price comparison among competitors.

Guidelines and criteria for self-declaration of compliance with the Sustainability Framework can be found in Appendix C, Supplier Sustainability Framework Guidelines.

1. Goal

- 1.1 The goal of the Town of Truro's procurement process is to obtain appropriate goods and services for the Town, at the best value, and in a timely manner, while abiding by applicable laws and our Sustainability Framework. With respect to all procurement by the Town of Truro, Departments will seek competitive pricing, wherever possible, for equivalent products, and only make purchases in the best interest of the Town of Truro.

2. Purpose

- 2.1 A procurement process should accomplish the following goals:
 - a) Use purchase orders wherever applicable.
 - b) Show approval that competitive pricing was obtained where applicable, the goods or services received are those that were ordered, and that the pricing is as quoted.
 - c) Show approval that the goods or services ordered are within budget for the department.
 - d) Show approval that Supplier Sustainability Framework declaration has been completed;
 - e) Show approval indicating that the Town's Sustainable Procurement Policy has been followed.
- 2.2 By signing an invoice, Senior Staff take responsibility that the Sustainable Procurement Policy has been followed.

3. Process

- 3.1 Purchase orders will be ordered in triplicate, customized to each department. The Payables Clerk will store and issue all purchase order books. One copy of each purchase order will be attached to the invoice.
- 3.2 Purchase orders shall be written for all goods and services acquired by the Town, with the following exceptions: telephone, power, fuel, water, regular invoicing for goods or services covered by contract or agreement, professional services (legal and audit), insurance premiums, postage, grant payments to agencies, travel expenses, and employee/employer payroll remittances. One purchase order shall be issued for the duration of any contract or agreement, for a product or service involving a recurring invoice in the same amount.
- 3.3 Purchase orders should be written showing quantity, unit, description, unit price, and G/L number with the appropriate percentage listed for all items.
- 3.4 Purchase order signing authority, may be delegated to staff members by Senior Staff, as the Purchasing Agents for the Department, with the approval of the Chief Administrative Officer or Director of Finance, and documented with the Payables Clerk. Refer to Appendix D for Purchase Order Signing Authority.
- 3.5 Sr. Staff or their delegate is responsible for reviewing and initialing all invoices. The initials will acknowledge that the Senior Staff member is approving the purchase and confirming that the Procurement Policy has been followed.
- 3.6 Purchases under \$400 shall be at the discretion of those with signing authority, who will consider the goals of the Procurement Policy when making purchases.

- 3.7 For purchases between \$400 and \$1,000, the Purchasing Department is responsible for obtaining at least three prices where available and practicable. These prices may be used for the calendar year. Suppliers will be expected to honor those prices, or supply the department with updated prices throughout the year, as applicable. To guarantee a continuous supply of various goods and services which are required on a day-to-day basis, while at the same time assuring that the competitive purchasing system is followed, the Purchasing Department may establish supply agreements between the Town and a Supplier that commits the Supplier to provide goods or services at a specific price for up to a year.
- 3.8 For purchases over \$1,000 and up to \$10,000, the Purchasing Department is responsible for obtaining at least three prices where available and practicable before a purchase order is written.
- 3.9 For purchases over \$10,000, the Purchasing Department may use a sealed tender process or issue a request for proposals:
- a) Sealed tender process: An invitation to tender solicits competitive bids. It is to be used where detailed specifications are available that permit the evaluation of tenders against clearly stated criteria and specifications. This process will not be used where it is clear that future negotiations will be necessary. Tenders are to be called through public advertisement or invitation to all qualifying Suppliers within the geographical scope of the call (local, regional, Provincial, National, or international). All tenders will be based on predetermined specifications supplied by the Town. The tender shall indicate the date, time, and location for receipt of all sealed tenders. In an invitation for tenders, the Town [omission] reserves the right to:
 - i) accept or reject any or all tenders;
 - ii) accept a tender which is not the lowest tender, but is otherwise determined to be in the best interest of the Town;
 - iii) give preference to, or use, local suppliers, contractors or subcontractors;
 - iv) give preference to tenders who are compliant with the Town of Truro Sustainability Framework;
 - v) consider the Tenderer's experience and ability to complete the contract on time; and
 - vi) consider other factors as the Town, from time to time, deems significant.

The Town shall include in its tender documents any of the rights described in paragraph 3.9(a) above that it chooses to reserve and the factors and criteria it intends to use in awarding the contract. Tenders submitted in response to an invitation to tender may or may not be opened in public. In cases where a public opening is held, pricing information shall be read at the opening. The Purchasing Department will ensure that the Chief Administrative Officer or the Director of Finance or their delegate is present for the opening. A summary of the tender results will be provided to the Director of Finance. [In this process, does that mean that the lowest price is declared the winner right there? If so, we need to revisit the process in terms of the Sustainability Framework.]

- b) Request for Proposal process (RFP): An RFP process is used to inform Proponents of an opportunity and solicit proposals with respect to such opportunity. It is an invitation to suppliers to describe how their services, methods, equipment or products can address or meet the needs of the Town. This process shall be used when it is apparent to the Town that future negotiations will be needed. Prices may be included in the RFP process. The Town may issue an RFP by advertisement or by invitation to all qualifying Suppliers within the geographical scope of the call (local, regional, Provincial, National, or international). When the Town selects a Proponent, that Proponent may be granted the opportunity to negotiate with the Town for the work, services and/or goods contemplated in the RFP. Negotiations will be conducted in such a manner so as to prevent use of another Proponent's proprietary information or pricing. In the RFP process, the Town may reserve the right to:
- i) accept or reject any or all proposals;
 - ii) accept a proposal which is not the lowest price, but is otherwise determined to be in the best interest of the Town;
 - iii) give preference to, or use, local suppliers, contractors or subcontractors;
 - iv) give preference to Proponents who are compliant with the Town of Truro Sustainability Framework;
 - v) consider the Proponent's experience and ability to complete the contract on time; and
 - vi) consider other factors as the Town, from time to time, deems significant.

The Town shall include in its RFP documents any of the rights described in paragraph 3.9(b) above that it chooses to reserve and any predetermined factors and criteria it intends to use in awarding the contract.

Proposals submitted in response to an RFP need not be opened in public. The Purchasing Department will ensure that the Chief Administrative Officer or their delegate is present for the opening. A list of submissions (excluding pricing) will be available to the public and the Proponents if requested. In cases where a public opening is held, pricing information shall not be read at the opening. Pricing information will be released to the public after a contract has been entered into between the Town and the successful Proponent.

- 3.10 For all RFPs, Senior Staff must submit their RFP document, including invitation list (where applicable) to the Purchasing Department for review. The invitation list will be forwarded to the Chief Administrative Officer by the Purchasing Department for approval. It is the role of the Purchasing Department to distribute the invitation to tender or RFP and to accept all tenders or proposal documents from each Proponent. For each invitation to tender and RFP, there will be an Evaluation Committee established as described in Appendix B. The Purchasing Department is the only member of the Committee permitted to correspond with RFP Proponents. The Committee will evaluate each tender or proposal. Any request for clarification from a Proponent in regards to a RFP, or from a Tenderer in response to an invitation to tender, must be submitted in writing

to the Purchasing Department. All inquiries will be recorded and presented to the Committee, which will decide what clarification, if any, is to be provided. All inquiries along with clarification will be communicated to all Tenderers or Proponents by the Purchasing Department.

The review and assessment by Committee of tenders or proposals will be conducted based upon a pre-established set of criteria for evaluation purposes.

- 3.11 For the purposes of paragraph 3.9 above, “local supplier, contractor or subcontractor” includes a person or organization that carries on a significant portion of its business in the Town.
- 3.12 When the Town decides to issue an invitation for tenders or a request for proposal by advertisement, it may do so on the Town’s webpage in such manner so as to allow access to and down-load by interested parties, and by advertising in local print media as well as other provincial or national media when, in the opinion of the Town, it is appropriate to do so.
- 3.13 For all invitations to tender and RFPs, documentation shall be kept by the Purchasing Department, indicating the specifications for the product or service, the Suppliers contacted for tenders or proposals, the results, and (where applicable) documentation showing why it was not possible or practical to obtain three prices. Documentation shall be kept for seven years.
- 3.14 Town staff will not release Suppliers’ prices to other Suppliers until after a purchase order has been issued.
- 3.15 Town employees are expressly prohibited from accepting from any person, firm, corporation, or organization, any rebate or gift that may directly affect the purchase of goods or services for the Town, except where given for the use or benefit of the Town, with approval of the Chief Administrative Officer.

The Town of Truro shall purchase goods or services from an employee, only if the purchasing process has been followed, and competitive prices obtained in all cases.

Employees are not permitted to purchase personal use items through the purchasing system unless the purchase is part of a Town of Truro employee program offered to all Town employees and where the Town assumes no financial responsibility for such purchases.

- 3.16 The Town’s Payables Clerk shall:
 - a) maintain and distribute all purchase order books;
 - b) initial all invoices and vouchers, signifying the invoice or voucher has been checked for extensions and additions, that the supplier’s HST number is present where HST has been added;
 - c) process the invoice for the appropriate departmental approval;
 - d) check that the applicable purchase order is attached, that Senior Staff (or delegate) initials are present, that Councillor initials are present for invoices and vouchers over \$500, where applicable;

- e) enter invoices in batch, reconcile adding machine tape of invoice batch to computer reports for the batch;
- f) reconcile batch totals at each step of the computer process;
- g) analyze monthly supplier statements and follow up on invoices outstanding for more than one month;
- h) reconcile accounts payable general ledger account monthly.

3.17 The Director of Finance or Chief Administrative Officer shall:

- a) initial invoice or voucher signifying that the appropriate approvals/initials are present on the invoice;
- b) verify that the expenditure is within budget for the department;
- c) sign cheques prior to the Mayor or Deputy Mayor signing cheques;
- d) randomly select payments on a test basis, to monitor that the **Sustainable Procurement** Policy is being followed.

4. Emergency Purchases

- 4.1 An emergency purchase occurs when a situation creates immediate and serious need which may not be reasonably met by the regular purchasing process and includes without limitation: a condition where a lack of supplies or services may adversely affect the functioning of civic government, threaten public or private property, or the environment, or jeopardize the health or safety of the public, or the purchase **necessarily** occurs outside of the normal working hours of those with signing authority for the department.
- 4.2 Emergency purchases will be completed using the most expedient method but will take economy into consideration. Where the emergency purchase exceeds \$400 the authorizing person will report the emergency purchase to the **Senior Staff** member who will provide the Purchasing Department with documentation of the purchase.

5. Disposal of Surplus Equipment

- 5.1 Surplus assets shall be disposed of by either public tender, request for quotation, or auction, as reasonably practical in the circumstances, as determined by the Chief Administrative Officer, and in accordance with the provisions of the Municipal Government Act. **[provision for internal disposal by lottery of staff?]**
- 5.2 Subject to the approval of Council and the provisions of the Municipal Government Act surplus assets may be disposed of without competition to any registered non-profit organization, association, or entity, or any Municipality, Crown Corporation, School Board or level of government.

6. Compliance

- 6.1 The Finance Office shall develop an internal auditing function that randomly selects payments on a test basis monthly, to monitor that the **Sustainable Procurement** Policy is being followed.

7. Sole Source Purchases

- 7.1 In special circumstances Departments will be exempt from **elements of this Policy**, and will have authority to purchase from a particular supplier, or may refuse to purchase from a particular supplier, if doing so would be in the best interest of the Town of Truro, and approval has been received from the Chief Administrative Officer, as set out below:

Sole source purchases occur when there is only one available supplier of a required product or service that meets the needs of the Town. Negotiation is the method of purchase used to complete the terms and conditions for this purchase. Refer to Appendix E: Sole Source Procedure.

A single source purchase occurs:

- a) Where the compatibility of a purchase with existing equipment, facilities or service is a paramount consideration and the purchase must be made from a single source;
- b) Where an item is purchased for testing or trial use;
- c) Where the Town purchases supplies for resale; **[Why is this the case?]**
- d) Where the Town has a rental contract with a purchase option, and such purchase option could be beneficial to the municipality;
- e) Notwithstanding anything in this Policy, where a purchase is determined by Council to be fair and reasonable and is made from a non-profit corporation supported by the Town, it may make such a purchase as a single source purchase;
- f) Where items are offered for sale by tender, auction or negotiation such purchase will be deemed to be a single source purchase and the Chief Administrative Officer may authorize the submission of a bid or conduct of negotiations where the Chief Administrative Officer determines the purchase to be clearly in the best interest of the Town;
- g) For matters involving security, municipal emergencies (EMO), police matters, or confidential issues, a purchase may be made in a manner that protects the confidentiality of the contractor or the municipality. Such purchases may be made as a single source purchase. Purchases of this nature must be approved by the Chief Administrative Officer or in accordance with the emergency response plan.

Appendices:

Appendix A, Sustainable Procurement Factors

Appendix B: Evaluation Committee

Appendix C: Supplier Sustainability Framework Guidelines

Appendix D: Purchase Order Signing Authority

Appendix E: Sole Source Procedure

Appendix A, Sustainable Procurement Factors

The Town of Truro Sustainable Procurement policy considers the environmental, economic, and community impact of our goods or services purchases. To the extent possible within our means, the Town will weigh these factors in terms of not only our town, but also, elsewhere in our inter-connected world.

Sustainability factors used to determine best procurement decisions are as follows:

Environmental (Impact on Nature):

- Is it durable?
- Is it energy or fuel efficient?
- Is it certified by a recognized standards body or bodies (eg. Energy Star, OrganicCPRO, FSC, etc.)?
- Is it toxic or utilize toxic substances in manufacturing or operation?
- What is the ‘full- cost’ and ‘full-life’ of the product in terms of natural resource depletion, manufacturing impact (energy, pollution), transportation emissions, operation emissions, and disposal (waste)?
- Is the product recyclable?
- Is it minimally packaged?
- Can we reduce our use?
- Can the purchase be avoided?

Economic (Impact on Economy):

- Is it needed?
- Can we repair, down-grade, or share instead?
- Is it the best quality we can afford?
- Can we reduce the amount we need?
- Can it be sourced locally?
- Is it energy efficient?

Community (Impact on People):

- Is it ethically produced (wages, health & safety, animal testing, environmental standards)?
- Is certified by a recognized standards body or bodies (eg. TransFair, ISO)?
- Is there an opportunity to serve affirmative action goals?
- Is it healthy?
- Can it be sourced locally?
- Can we diversify our local sourcing (eg. by alternating sources or dividing orders)?
- Were the procedural aspects of procurement fair?
- Is there compliance with all applicable laws

Appendix B: Evaluation Committee

In the case of an RFP where the project cost is to exceed \$500,000 or the project is multidisciplinary, the Evaluation Committee shall be comprised of Departmental representation, Purchasing representation, a minimum of two Council members, the Finance Director and the CAO if required.

In all other cases, the formation of the Evaluation Committee will be determined by the Purchasing Department prior to the distribution of the invitation to tender or the RFP. The Evaluation Committee will normally be comprised of an odd number of members and, except where required otherwise above, may consist of only one member.

Responsibilities of each Committee member are:

1. Apply evaluation criteria;
2. Evaluate tenders or proposals individually and/or discuss;
3. Review for compliance with Sustainable Procurement Policy;
4. Appoint experts, when necessary to evaluate sustainability components;
5. Rank and/or develop a shortlist;
6. In the case of an RFP, interview/obtain clarifications and negotiate finalized contract terms with selected vendor;
7. Recommend award to Council if required.

Appendix C, Supplier Sustainability Framework Guidelines

[Note: Broadly speaking, there are three approaches to evaluation of sustainability merit. 1) The Cadillac model is that of the United Nations, specifically their Development and Environmental Programmes, which have proactive teams to screen suppliers using detailed sustainability criteria developed for specific products and services. 2) Medium-resourced methods of screening for compliance usually involve declaration forms filled out by proponent suppliers which are then investigated and scored by internal or external agents, on behalf of the bid issuer. 3) The third approach is essentially an elementary version of the second in which self-declaration forms, along with vendor education and incentives, are adjudicated without verification measures. This is likely our starting point. This approach would require a vendor-

education document pertaining to our Sustainable Procurement Policy. The draft form below is rudimentary and does not assign weighted scores. The questions correspond to Appendix A.]

Please complete the following form:

Name of Business: _____

1. Vendor/Proponent/Supplier has read the Town of Truro Sustainable Procurement Policy Overview for Vendors. (initial) _____
2. We are aware of and comply with all legislation pertinent to our products, practices, and services, including labour standards, health and safety laws, human rights codes, and environmental laws. (initial) _____

Natural Environment

We have taken steps to reduce our negative impact on the environment:

1. Energy-use reduction or clean energy measures: _____

2. Waste reduction and recycling measures: _____

3. Fuel-efficient vehicles or reduced transport measures: _____

4. Pollution and chemical-use reduction, water efficiency measures: _____

5. Certifications relating to sustainable choices: _____

6. Any additional measures or plans to increase environmental sustainability of products, processes, or services: _____

Local Economy

We have taken steps to increase our positive impact on the local economy:

1. Use of local suppliers, products, and/or raw materials: _____



Community

We care about our community, our workers, and the welfare of others:

1. Community building and responsibility activities: _____

2. Ethical sourcing measures: _____

3. Labour and/or management practices certifications: _____

4. Affirmative action measures: _____

5. Employee skill development and advancement measures: _____

Sustainability

We will take measures to increase our compliance with the Town of Truro Sustainability Framework Guidelines. (initials) _____

We _____ verify the responses above to be accurate and complete as of _____ (date).

Signature

Appendix D: Purchase Order Signing Authority

not included

Appendix E: Sole Source Procedure

The following procedure is based on the [Sustainable Procurement Policy](#). Under no circumstances will variances be acceptable. Each Director is responsible for all purchases.

1.1 The Department Head or designate must submit their request for sole source in writing to the Purchasing Department. In each request the Department Head must explain why they believe a sole source request is necessary.

1.2 The Purchasing Department must discuss the request with the Department Head to ensure sole sourcing is required.

1.3 After the Purchasing Department is satisfied sole sourcing is necessary, the request and explanation is sent to the CAO for approval.

1.4 The CAO will assess the request. If the request is approved, the CAO will notify the Purchasing Department in writing. If the request is denied, the CAO will notify the Purchasing Department with an adequate reasoning as to why the request has been denied.

1.5 The Purchasing Department is in control of maintaining a sole source spreadsheet. This spreadsheet may be made available at the request of a Department Head.

>>> end policy <<<



Town of Truro Municipal Planning Strategy



1 • Introduction.....	1-1
1.1 Purpose.....	1-1
1.2 Mission.....	1-1
1.3 Organization.....	1-1
2 • Community Profile.....	2-1
2.1 History.....	2-1
2.2 Geography.....	2-2
2.3 Population Characteristics.....	2-3
2.4 Housing.....	2-6
3 • General Development Policies.....	3-1
3.1 Introduction.....	3-1
3.2 Non-Conforming Structures & Uses.....	3-1
3.2.1 <i>Interpretation.....</i>	<i>3-1</i>
3.2.2 <i>Expansions of Non-conforming Residential Uses.....</i>	<i>3-1</i>
3.2.3 <i>Reconstruction of Non-Conforming Structures.....</i>	<i>3-2</i>
3.2.4 <i>Existing Lots and Buildings.....</i>	<i>3-3</i>
3.2.5 <i>Existing Uses Exempt.....</i>	<i>3-3</i>
3.3 Variance.....	3-4
3.4 Outdoor Storage & Display.....	3-4
3.4.1 <i>Outdoor Storage.....</i>	<i>3-4</i>
3.4.2 <i>Outdoor Displays/Merchandising.....</i>	<i>3-5</i>
3.5 Fences.....	3-5
3.6 Signage.....	3-5
3.6.1 <i>Signage Regulations.....</i>	<i>3-5</i>
3.6.2 <i>Street Banners.....</i>	<i>3-5</i>
3.7 Parking & Loading.....	3-6
3.7.1 <i>Parking Requirements.....</i>	<i>3-6</i>
3.7.2 <i>Flexible Parking Requirements.....</i>	<i>3-6</i>
3.7.3 <i>Calculating Residential Parking Requirements.....</i>	<i>3-7</i>
3.7.4 <i>Exemption from Parking Requirements.....</i>	<i>3-8</i>
3.7.5 <i>Cash-in-Lieu of Required Parking.....</i>	<i>3-8</i>

3.7.6	<i>Design Standards for Parking Areas.</i>	3-9
3.7.7	<i>Commercial Vehicles in Residential Areas.</i>	3-10
3.7.8	<i>Loading Spaces.</i>	3-10
3.8	Outdoor Lighting.	3-10
3.9	Trees.	3-11
3.10	Driveway Access.	3-11
3.11	Telecommunication Facilities.	3-12
3.11.1	<i>Jurisdiction.</i>	3-12
3.11.2	<i>Siting of Telecommunication Facilities.</i>	3-12
3.11.3	<i>Co-locating Telecommunication Facilities.</i>	3-13
3.11.4	<i>Notification.</i>	3-13
3.11.5	<i>Submission Requirements.</i>	3-13
3.11.6	<i>Public Consultation.</i>	3-14
3.12	Wind Turbine Generators.	3-14

4 • Residential Policies. 4-1

4.1	Background.	4-1
4.1.1	<i>Residential Development in Truro.</i>	4-1
4.1.2	<i>Policy Context .</i>	4-3
4.1.3	<i>Issues.</i>	4-4
4.1.4	<i>Approach.</i>	4-5
4.2	Residential Objectives.	4-5
4.2.1	<i>A Livable Community.</i>	4-5
4.2.2	<i>Great Neighbourhoods.</i>	4-6
4.2.3	<i>Active and Healthy Community .</i>	4-6
4.2.4	<i>Environmental Stewardship.</i>	4-6
4.2.5	<i>Planned Growth.</i>	4-7
4.2.6	<i>Intensification.</i>	4-7
4.2.7	<i>Range of Housing Opportunities.</i>	4-8
4.2.8	<i>Neighbourhood Integrity & Stability .</i>	4-8
4.2.9	<i>Clear Policies & Regulations.</i>	4-8
4.2.10	<i>Mixture of Dwelling Types.</i>	4-9
4.2.11	<i>Engaged and Informed Residents.</i>	4-9
4.2.12	<i>Adequate and Affordable Housing.</i>	4-9

4.3	Limited Residential Designation.....	4-10
4.3.1	<i>The Limited Residential Designation.....</i>	4-10
4.3.2	<i>Single Unit Residential (R1) Zone.....</i>	4-12
4.3.3	<i>Two Unit Residential (R2) Zone.....</i>	4-13
4.3.4	<i>Rezoning from the R1 Zone to the R2 Zone.....</i>	4-14
4.4	General Residential Designation.....	4-16
4.4.1	<i>The General Residential Designation.....</i>	4-16
4.4.2	<i>General Residential (R3) Zone.....</i>	4-18
4.4.3	<i>Multiple Unit Residential (R4) Zone.....</i>	4-19
4.4.4	<i>New Multiple Unit Dwellings.....</i>	4-20
4.4.5	<i>Mini-Home Residential (R5) Zone.....</i>	4-21
4.4.6	<i>New Mini-Home Development.....</i>	4-22
4.4.7	<i>Local Commercial (C3) Zone Uses.....</i>	4-22
4.4.8	<i>Commercial Uses in Multiple Unit Developments.....</i>	4-23
4.5	Downtown Residential Designation.....	4-24
4.5.1	<i>The Downtown Residential Designation.....</i>	4-24
4.5.2	<i>Downtown Residential Architectural Design Requirements.....</i>	4-26
4.5.3	<i>Residential Heritage.....</i>	4-26
4.5.4	<i>Mixed Use Residential (R6) Zone.....</i>	4-27
4.5.5	<i>Heritage Residential (R7) Zone.....</i>	4-29
4.5.6	<i>Rezoning in the Downtown Residential Designation.....</i>	4-31
4.5.7	<i>Exemption from Architectural Design Requirements.....</i>	4-31
4.6	Rural Residential Designation.....	4-32
4.6.1	<i>The Rural Residential Designation.....</i>	4-32
4.6.2	<i>Rural Residential (R8) Zone.....</i>	4-34
4.6.3	<i>Watershed Residential (R9) Zone.....</i>	4-34
4.6.4	<i>Serviced Development in the Rural Residential Designation.....</i>	4-35
4.7	Non-Residential Uses.....	4-36
4.7.1	<i>Limited Commercial Uses Permitted.....</i>	4-36
4.7.2	<i>Home Based Businesses.....</i>	4-36
4.7.3	<i>Bed & Breakfasts.....</i>	4-36
4.7.4	<i>Office & Professional.....</i>	4-37
4.7.5	<i>Day Care Centres.....</i>	4-37
4.7.6	<i>Lodging Houses.....</i>	4-38

4.7.7	<i>Commercial Motor Vehicles in Residential Zones</i>	4-38
4.7.8	<i>Outdoor Storage and Display in Residential Zones</i>	4-38
4.7.9	<i>Institutional Uses</i>	4-38
4.7.10	<i>Recreation Uses</i>	4-39
4.8	Specialized Housing	4-39
4.8.1	<i>Community Homes and Residential Care Facilities</i>	4-39
4.9	Buffering Requirements	4-40
4.9.1	<i>Parkland Dedication as a Buffer</i>	4-40

5 • Commercial Policies..... 5-1

5.1	Background	5-1
5.1.1	<i>Commercial Development in Truro</i>	5-1
5.1.2	<i>Policy Context</i>	5-1
5.1.3	<i>Issues</i>	5-2
5.1.4	<i>Approach</i>	5-3
5.2	Commercial Objectives	5-3
5.2.1	<i>Strengthen Role as Regional Centre</i>	5-3
5.2.2	<i>Allow a Range of Commercial Development Options</i>	5-3
5.2.3	<i>Minimize Impact on Residential Areas</i>	5-4
5.2.4	<i>Aesthetically Pleasing Development</i>	5-4
5.2.5	<i>Support for Local Businesses</i>	5-5
5.2.6	<i>Reuse of Vacant Buildings and Lands in Commercial Areas</i>	5-5
5.2.7	<i>Allow a Mixture of Uses</i>	5-6
5.3	Downtown Commercial Designation	5-6
5.3.1	<i>Downtown Truro</i>	5-6
5.3.2	<i>The Downtown Commercial Designation</i>	5-8
5.3.3	<i>Commercial Heritage</i>	5-9
5.3.4	<i>Downtown Commercial Urban Design Standards</i>	5-9
5.3.5	<i>Exemption from Commercial Urban Design Standards</i>	5-10
5.3.6	<i>Existing Permitted Uses</i>	5-11
5.3.7	<i>Residential Uses in the Downtown Commercial Designation</i>	5-11
5.3.8	<i>Ground Floor Residential</i>	5-13
5.3.9	<i>Downtown Commercial (C1) Zone</i>	5-13
5.3.10	<i>General Commercial Uses in the C1 Zone</i>	5-14

5.3.11	<i>C1 Zone Residential Buffering Requirements</i>	5-15
5.3.12	<i>Automobile Dealerships in the C1 Zone.</i>	5-15
5.3.13	<i>Limited Commercial (C2) Zone.</i>	5-16
5.4	General Commercial Designation	5-17
5.4.1	<i>The General Commercial Designation</i>	5-17
5.4.2	<i>Existing Uses.</i>	5-17
5.4.3	<i>New Residential Development.</i>	5-19
5.4.4	<i>The Local Commercial (C3) Zone.</i>	5-20
5.4.5	<i>Local Commercial Uses by Development Agreement.</i>	5-21
5.4.6	<i>The General Commercial (C4) Zone.</i>	5-22
5.4.7	<i>Relaxation of Lot Requirements.</i>	5-23
5.4.8	<i>Existing Permitted Uses.</i>	5-24
5.4.9	<i>Commercial Buffer.</i>	5-25
5.5	Adult Entertainment.	5-25
5.6	Intermunicipal Planning Strategy.	5-27

6 • Industrial Policies 6-1

6.1	Background.	6-1
6.1.1	<i>Industrial Development in Truro.</i>	6-1
6.1.2	<i>Issues.</i>	6-1
6.1.3	<i>Approach.</i>	6-2
6.2	Industrial Objectives.	6-3
6.2.1	<i>Encourage New Industrial Development.</i>	6-3
6.2.2	<i>Improve the Appearance of the Industrial Park.</i>	6-3
6.2.3	<i>Balance Aesthetics and Industrial Development.</i>	6-4
6.2.4	<i>Minimize Impact on Neighbouring Land Uses.</i>	6-4
6.2.5	<i>Provide Lands for the Expansion of the Industrial Park.</i>	6-5
6.2.6	<i>Restrict Development of Obnoxious Uses.</i>	6-6
6.3	Industrial Designation.	6-6
6.3.1	<i>The Industrial Designation.</i>	6-6
6.3.2	<i>Industrial (M1) Zone.</i>	6-8
6.3.3	<i>Non-Industrial Uses in the Industrial (M1) Zone.</i>	6-8
6.3.4	<i>Commercial Industrial (M2) Zone.</i>	6-9
6.3.5	<i>Limitations on Development Abutting Residential Zones.</i>	6-10

7 • Institutional Polices. 7-1

7.1	Background.....	7-1
7.1.1	<i>Institutional Development in Truro.....</i>	7-1
7.1.2	<i>Issues.....</i>	7-1
7.1.3	<i>Approach.....</i>	7-2
7.2	Institutional Objectives.....	7-2
7.2.1	<i>Strengthen Role as a Regional Centre for Institutional Services</i>	7-2
7.2.2	<i>Reduce Land Use Conflicts with Abutting Uses.</i>	7-3
7.2.3	<i>Greater Role in Provincial Institutional Projects.....</i>	7-3
7.3	Institutional Designation.....	7-4
7.3.1	<i>The Institutional Designation.</i>	7-4
7.3.2	<i>Institutional (P3) Zone.</i>	7-4
7.4	Institutional Uses in other Designations.....	7-6
7.4.1	<i>Institutional Uses in Other Land Use Designations.</i>	7-6
7.4.2	<i>Institutional Uses in Residential Zones.</i>	7-6
7.4.3	<i>Institutional Uses in Limited or Downtown Residential Zones</i>	7-7
7.4.4	<i>Institutional Uses in Commercial Zones.</i>	7-8
7.5	Other Uses in the Institutional (P3) Zone.	7-8
7.5.1	<i>Temporary Commercial Uses in Institutional Zones.....</i>	7-8

8 • Parks & Open Space. 8-1

8.1	Background.....	8-1
8.1.1	<i>The Importance of Parks & Open Space.....</i>	8-1
8.1.2	<i>Parks and Open Space in Truro.</i>	8-1
8.1.3	<i>Issues.....</i>	8-1
8.2	Parks & Open Space Objectives.....	8-3
8.2.1	<i>Undertake a Parks and Open Space Master Plan</i>	8-3
8.2.2	<i>Update the Town's Future Recreation Map.....</i>	8-4
8.2.3	<i>Develop Public Access to the Riverfront.....</i>	8-4
8.2.4	<i>Develop a Downtown Civic Square.</i>	8-5
8.2.5	<i>Support Parks, Recreation & Culture Strategic Plan.</i>	8-5
8.2.6	<i>Recreation Opportunities for New Development.....</i>	8-6
8.2.7	<i>View Plane Preservation.....</i>	8-7
8.2.8	<i>Enhance Parks and Open Space</i>	8-8

8.3	Parks and Open Space Designation.....	8-8
8.3.1	<i>The Parks and Open Space Designation</i>	8-8
8.3.2	<i>Parks and Open Space (P1) Zone</i>	8-10
8.3.3	<i>Commercial Recreation (P2) Zone</i>	8-11
9	• Environmental Management.....	9-1
9.1	Background.....	9-1
9.1.1	<i>Environmental Management</i>	9-1
9.1.2	<i>Issues</i>	9-1
9.2	Environmental Management Objectives.....	9-2
9.2.1	<i>Limit Risk of Flood Damage</i>	9-2
9.2.2	<i>Comply with Provincial Interest Statement Regarding Flood Risk Areas</i>	9-3
9.2.3	<i>Identify Flood Risk Areas</i>	9-4
9.2.4	<i>Accommodate Development in Flood Risk Areas</i>	9-4
9.2.5	<i>Ongoing Flood Monitoring</i>	9-5
9.2.6	<i>Maintenance of Dykes</i>	9-6
9.2.7	<i>Storm Water Management</i>	9-6
9.2.8	<i>Preserve Natural Drainage Systems to Minimize Erosion</i>	9-7
9.2.9	<i>Limit Development on Steep Slopes</i>	9-7
9.2.10	<i>Protect and Enhance the Town's Water Supply</i>	9-8
9.3	Environmental Designation.....	9-8
9.3.1	<i>The Environmental Designation</i>	9-8
9.3.2	<i>The Environmental Reserve (E1) Zone</i>	9-10
9.3.3	<i>Development within the Floodplain</i>	9-11
9.3.4	<i>The Floodplain (E2) Zone</i>	9-11
9.3.5	<i>The Floodway (E3) Overlay</i>	9-11
9.3.6	<i>The Floodway Fringe (E4) Overlay</i>	9-12
9.3.7	<i>Hydrologic Regions</i>	9-13
9.3.8	<i>Flood Proofing Standards</i>	9-14
9.3.9	<i>The Watershed (E5) Zone</i>	9-14
10	• Infrastructure.....	10-1
10.1	Background.....	10-1
10.1.1	<i>Municipal Infrastructure</i>	10-1

10.2	The Transportation Network.....	10-1
10.2.1	Issues.....	10-2
10.2.2	Transportation Mapping.....	10-2
10.2.3	Street Classification Hierarchy.....	10-2
10.2.4	Local Streets.....	10-3
10.2.5	Local Collector Streets.....	10-3
10.2.6	Local Industrial Streets.....	10-3
10.2.7	Collector Streets.....	10-3
10.2.8	Arterial Streets.....	10-3
10.2.9	Regional Transportation Planning and Coordination.....	10-5
10.2.10	Acquisition of New Street Rights-of-Way.....	10-6
10.3	Transportation Projects.....	10-6
10.3.1	Transportation Planning.....	10-6
10.3.2	Short Term Projects.....	10-8
10.3.3	Medium Term Projects.....	10-9
10.3.4	Long Term Projects.....	10-11
10.4	Water Supply and Distribution.....	10-12
10.4.1	Protection of the Watershed.....	10-12
10.5	Sewage and Sewage Treatment.....	10-13
10.5.1	Central Colchester Wastewater Treatment Facility.....	10-13
10.5.2	Industrial Users of Sewer System.....	10-14
10.6	Storm Water Management.....	10-14
10.6.1	Storm Sewers.....	10-15
10.6.2	Storm Water Management and Erosion Control.....	10-16
10.7	Solid Waste Management.....	10-16
10.7.1	Colchester Balefill Facility.....	10-16
10.7.2	Reducing and Recycling.....	10-17
10.7.3	Rehabilitation of Truro's Sanitary Landfill.....	10-17
10.8	Street/Utility Provision and Standards.....	10-18
10.8.1	Street and Infrastructure Construction.....	10-18
10.8.2	Street Upgrading.....	10-19
10.8.3	Underground Utilities.....	10-20

11 • Implementation	11-1
11.1 Introduction	11-1
11.2 Implementation Objectives	11-1
11.2.1 Clear and Consistent Process	11-1
11.2.2 Effective Process	11-1
11.2.3 Efficient Process	11-2
11.2.4 Fair Process	11-2
11.2.5 Informed and Engaged Public	11-3
11.2.6 Appropriate Approval Processes	11-3
11.3 The Municipal Government Act	11-4
11.3.1 The Role of the Municipal Government Act	11-4
11.3.2 Application Processes	11-4
11.3.3 Appeal Process	11-4
11.3.4 Types of Development Control	11-4
11.4 Municipal Planning Strategy	11-4
11.4.1 Role of the Municipal Planning Strategy	11-4
11.4.2 Municipal Planning Strategy Amendments	11-5
11.4.3 Amendment Process	11-5
11.4.4 Amendment not Initiated by the Town	11-5
11.4.5 Future Land Use Map Amendment	11-6
11.4.6 Municipal Planning Strategy Amendment Not Required	11-6
11.4.7 Municipal Planning Strategy Review	11-7
11.5 Land Use By-law	11-7
11.5.1 Role of the Land Use By-law	11-7
11.5.2 Land Use By-law Amendments	11-8
11.5.3 Text Amendments	11-8
11.5.4 Rezoning	11-9
11.5.5 Rezoning Application Requirements	11-9
11.5.6 Evaluative Criteria for Rezonings	11-10
11.5.7 Appeal Process	11-11
11.6 Development Agreements	11-11
11.6.1 Development Agreements	11-11
11.6.2 Development Agreement Application Requirements	11-12

11.6.3	<i>Evaluative Criteria for Development Agreements.</i>	11-13
11.6.4	<i>Appeal Process.</i>	11-14
11.7	Concurrent Applications.	11-14
11.7.1	<i>Applications May be Considered Concurrently.</i>	11-14
11.8	Submission Requirements.	11-15
11.8.1	<i>Advertising Deposit.</i>	11-15
11.8.2	<i>Plans.</i>	11-15
11.8.3	<i>Complete Application.</i>	11-16
11.9	Public Participation.	11-16
11.9.1	<i>Public Participation Requirements.</i>	11-16
11.9.2	<i>The Public Participation Program.</i>	11-16
11.9.3	<i>The Public Participation Survey Results.</i>	11-18
11.9.4	<i>Planning Reports to be Made Public.</i>	11-18
11.9.5	<i>Public Information Meeting.</i>	11-19
11.10	Subdivision By-law.	11-19
11.10.1	<i>Development Officer.</i>	11-19
11.10.2	<i>Subdivision By-Law.</i>	11-19

Schedule A • Future Land Use Map

Schedule B • Existing Land Use Map

Schedule C • Recreation Map

1 • Introduction

1.1 Purpose

This document is the principal policy document for Council providing guidance for decisions on land use and development matters within the Town of Truro. It also serves as a reference manual for citizens, in particular those engaged in residential or commercial development, but also, for anyone wanting a more thorough understanding of the policies of Municipal government.

The Town of Truro Municipal Planning Strategy (MPS) is enabled under the Municipal Government Act and provides direction on all other planning documents that are or may be developed and amended subject to this plan. The 2010 Municipal Planning Strategy is one component of the Town of Truro Community Plan, an integrated collection of planning documents that also includes the Community Sustainability Plan. The Community Sustainability Plan sets out a comprehensive vision of sustainable community and suggests a course for its pursuit. The MPS and supporting by-laws present a practical out-working of the principles of sustainability in relation to planning and development. Hence, within the Community Plan, the MPS is found under the section title: Planning for Sustainability.

1.2 Mission

The 2010 Town of Truro Municipal Planning Strategy seeks to be a planning and regulatory instrument for the fulfillment of the existing and complementary mission/vision statements set out in the Town's 2004 Strategic Plan and the 2010 Community Sustainability Plan:

The Town of Truro will provide visionary, responsible, community driven, and open-minded leadership to ensure the best possible quality of life for all.

[Town of Truro Strategic Plan]

Truro is a just and vibrant community with a thriving economy and sustainable environment.

[Town of Truro Community Sustainability Plan]

1.3 Organization

The Town of Truro's Municipal Planning Strategy (MPS) consists of eleven parts which are intended to organize the Town's land use policies based on different land use categories and issues. The organization of Truro's MPS is similar to other Nova Scotian municipalities and for the most part is consistent with contemporary approaches to land use planning.

This MPS has parts dedicated to the traditional land use categories, such as residential, commercial, and industrial. These parts comprise the bulk of the document. Preceding the land use specific policies is a community profile section and a general development section. The community profile section provides some context and background about the Town of Truro including a little bit of history, a description of the physical setting

of the Town, and a range of statistics that describe the citizens and the demographics of the Town. This information is essential to understand the challenges and opportunities that face Truro and provides a basis for many of the policies found in the MPS. After the community profile is the general development section that sets out land use policies pertaining to all development, regardless of the type of land use.

The MPS also sets out polices which deal specifically with issues that influence land use planning decisions. These are set out in separate parts that cover issues such as environmental constraints and infrastructure considerations.

The last part of the MPS is the implementation section. This part of the MPS sets out the policies that are intended to set out the procedures for implementing the Town's land use planning objectives set out in the remainder of the document. Also included in this section are policies that define the processes for amending the MPS, the Land Use By-law, and polices that pertain to entering into development agreements. This is a very important section of the MPS that guides the Town's entire land use planning process.

In addition to being a fairly standard approach to municipal planning, this document does not depart much from the Town's earlier plans. The most important distinction between this document and its predecessor is the lack of a section entitled "Urban Regional Core". The concept of the Urban Regional Core has been abandoned in this plan in an effort to simplify the regulations governing development in the downtown area. Land use policies affecting the downtown area now fall under the traditional land use categorizations of residential and commercial. To recognize the specific challenges of development in the core area, special zones and future land use designations have been created and carry the prefix 'downtown'.

Maps and graphics are included throughout the MPS and are essential tools to illustrate and in some instances set out land use policy. In this MPS an effort has been made to incorporate mapping within the flow of the document as much as possible to avoid the need to consult a schedule at the end of the document. This change is intended to make the document more user friendly. The Generalized Future Land Use Map and Recreation Map are still found at the back of the MPS as appendices. These maps are a legal part of this document and are required to properly interpret policy.

2 • Community Profile

2.1 History

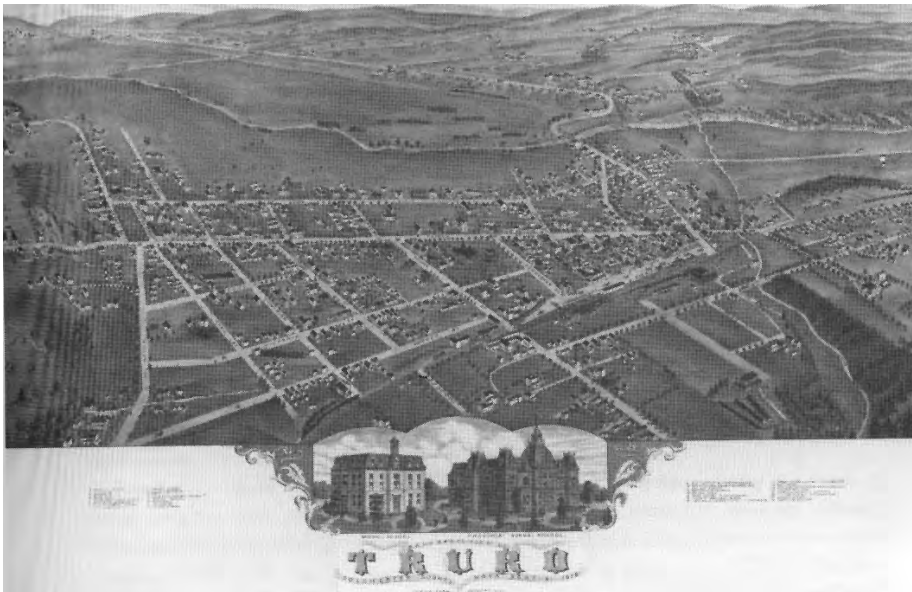
The Town of Truro is situated in a region long inhabited by First Nation Peoples. Their presence, which continues today with Mi'kmaq citizens, is evident in archeological artifacts discovered near Debert dating back ten thousand years. Accounts written in the 1700's indicate that Mi'kmaq settlements were concentrated along the banks of the Salmon River near where the Nova Scotia Agricultural College was later established.

In the late 1600's, French settlers arrived in the area and by 1700 there were approximately twenty families residing near what is now known as Truro in the larger region they called Acadia. In 1713, England took over the governance of the territory, the title for which had gone back and forth among England, Scotland, and France during the 1600's, although it had never been ceded by the Mi'kmaq.

The expulsion of the Acadians from Nova Scotia was ordered by the British in 1755. Under orders of settlement destruction for those who would not align with the British Crown, only a few 'Old Barns' were left where Acadians had lived (now called Old Barns, just outside of Truro). Soon after, British land grants were attracting settlers loyal to the Crown, including the New England Planters.

The first Planters who came to the area did so from New Hampshire and were largely farmers of Scottish descent, even though they had arrived in North America from the Ulster region of Northern Ireland. The Cobequid area, Cobequid being the Mi'kmaq word for 'place of rushing waters' in reference to the tidal bore in the Minas Basin, was divided into three "townships" (sections of land consisting of 100,000 acres or 12 square miles). These were Londonderry, Onslow, and Truro.

Truro in 1878



Following the defeat of England in the American Revolutionary War, United Empire Loyalists found their way to Nova Scotia. It is likely that in one of these two waves of settlement, Truro's first Black settlers arrived.

Planter and Loyalist Grantees received shares that included marshland, house lots, farm land and wood lots. Truro was divided into 200 shares of 500 acres each. Lots were also put aside for a church, burial ground, school, and a common for public gatherings. Victoria Square was the original common in Truro Township. The

first meeting house was built in 1768 beside the burial ground which is now Robie Street Cemetery. In 1854 this original meeting house was abandoned and a new Presbyterian church was built on Lorne Street. This building was destroyed by fire in 1913 and what is now First United Church was constructed.

Early settlers in Truro cleared 100 acres of forested upland and farmed wheat, rye, oats, peas, barley, hemp and flax. Homes were built from the abundant wood in and around Truro. Tradespeople included shoe and garment makers. As travel and trade increased, self-sufficiency activities such as baking and farming were joined by manufacturing.

Transportation has always been central to Truro and Truro central to it. Shipbuilding thrived in the area prior to the dominance of rail and roads. By the mid to late 1800's, Truro was an important railway hub. This contributed to the development of a significant manufacturing sector that, at various times, has produced a diverse range of goods including footwear, hats, pianos, carpets, iron items, knitwear, clothes pegs, and horse carriages. Dairy, grain, and beverage processing also contributed to Truro's economy. Several companies located their headquarters in Truro.

Truro was incorporated as a Town in 1875. The Town's prosperity manifested itself in a booming construction sector responsible for numerous impressive civic, industrial, and religious buildings. Truro continues to be well-known for its many finely crafted private homes dating from the late 1800 and early 1900's.

Truro is a regional education centre, with a distinguished tradition of primary, secondary, and post-secondary institutions. The Provincial Normal School was established in 1854. It later became the Nova Scotia Teachers' College and operated until 1997. The Nova Scotia Agricultural College (next door in the Village of Bible Hill), Cobequid Educational Centre, and Truro campus of the Nova Scotia Community College have also contributed to Truro's reputation for learning institutions.

2.2 Geography

The Town's geographic setting has proven to be both a blessing and a challenge. The area benefits from its central place in the region, particularly its location on the Halifax-Moncton corridor. This corridor has been the centre of much of the population growth and economic activity in the Maritimes for many years and continues to prosper. However, the Town's location has also proven to have its challenges. The Town's location in an area that is susceptible to floods and storm surge events has been a challenge to development and has become an issue of vital importance. Climate change is expected to make storm events more frequent and intense, increasing the likelihood of flooding and storm surge and increasing their severity.

The Town of Truro is located at the eastern end of the Minas Basin at the mouth of the Salmon River. This is the westernmost point where road and rail traffic can make their way around the waters of the Bay of Fundy and connect places like Halifax, the Annapolis Valley, and the South Shore to New Brunswick and the rest of North America. This locational advantage also made the area a logical connection for transportation routes to New Glasgow and Cape Breton. As a result, Truro became an important node in the Province's and the Atlantic Region's transportation network.





Map of Truro and Area

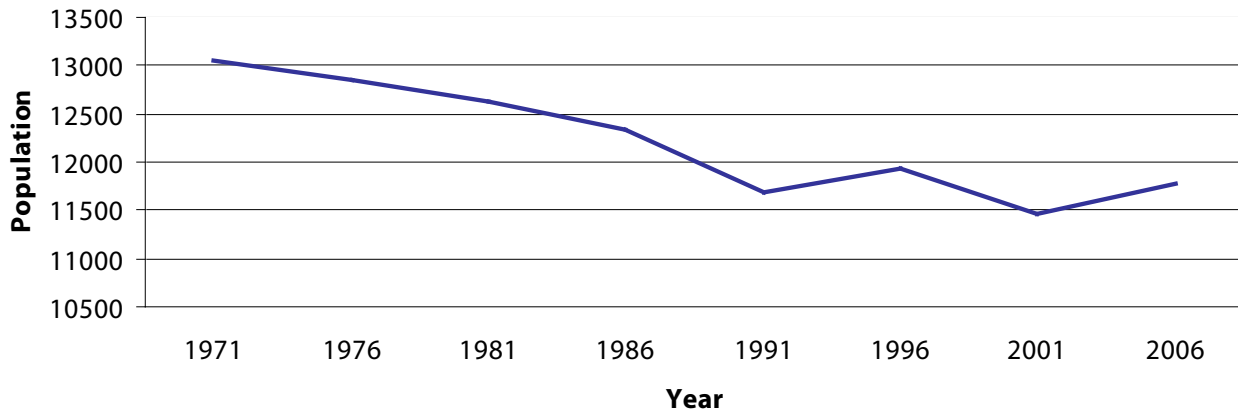
Truro is at the junction of the Canadian National Railway, running between Halifax and Montreal, and the Cape Breton and Central Nova Scotia Railway, running between Truro and Sydney. Until the 1980s, Truro also hosted a junction between the Canadian National and Canadian Pacific Railway's former Dominion Atlantic Railway line running through Windsor and down the Annapolis Valley to Yarmouth, Nova Scotia. The Town is also located at the junction of Highway 102 (Veterans Memorial Highway) and Trans-Canada Highway 104. These two routes convey traffic from all over Nova Scotia and Newfoundland and provide the primary connection between these areas and the rest of the continent. It is not surprising, then, that Truro has become widely known as the Hub of Nova Scotia.

The Town of Truro is the urban centre of Colchester County and it functions as a regional destination for shopping, business, health care, industry, distribution, and culture. The amount of high density multiple unit development and the variety of housing types in the central area is more characteristic of a larger urban centre than a small town.

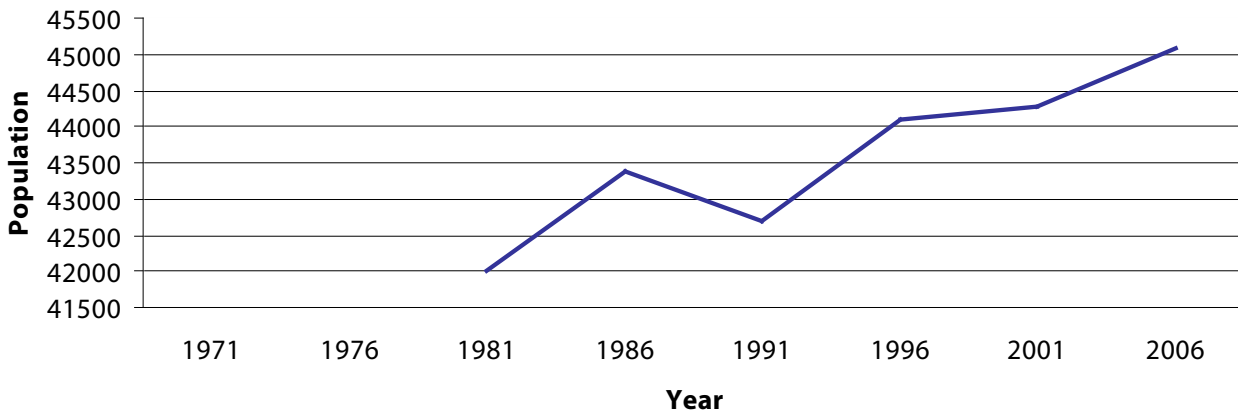
2.3 Population Characteristics

The population of the Town of Truro has been fairly stable for the past twenty years with the population remaining just under 12,000 residents. The regional population, which includes the Town and surrounding communities such as Bible Hill, Debert, Hilden, Millbrook, Onslow, Salmon River, and Valley has been increasing since 1991. The current population is over 45,000 residents.

Town of Truro Population (1971-2006)

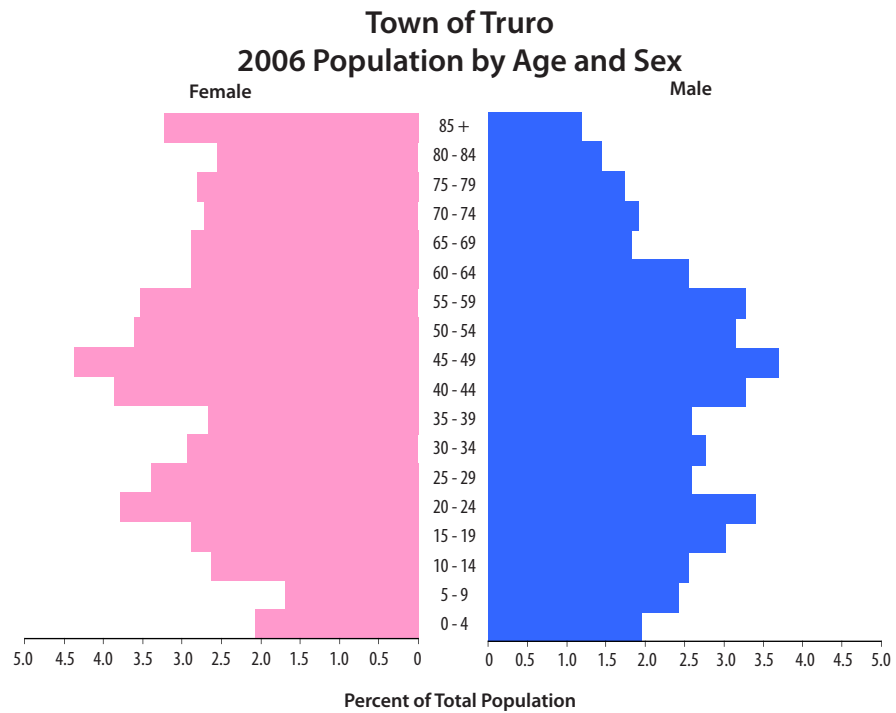
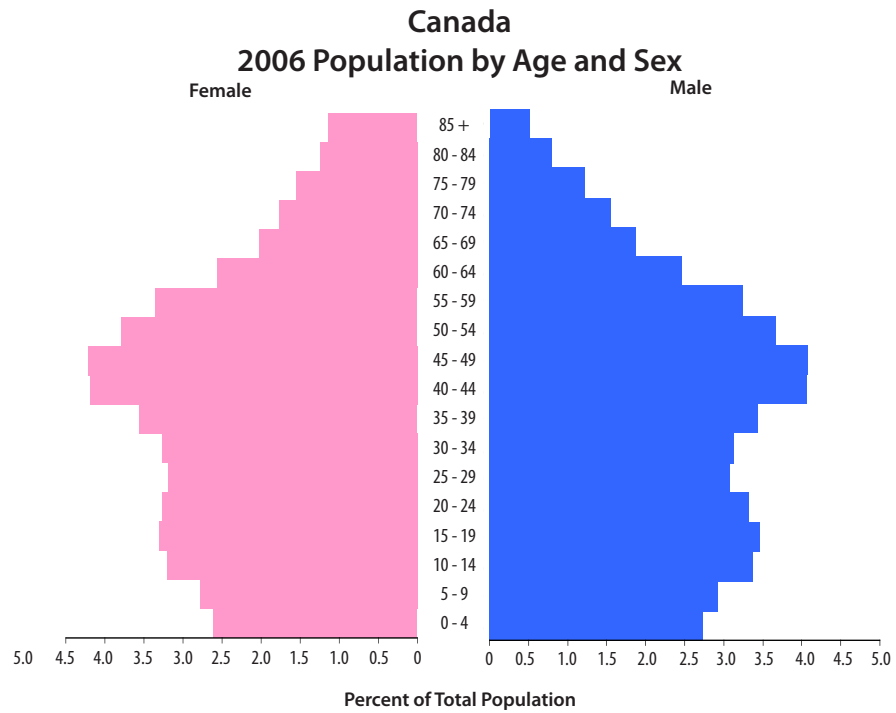


Truro Census Agglomeration Population (1981-2006)



Like the national population, Truro population is growing older and the average age of its citizens is increasing as baby boomers age. Truro also has few people in the 25 - 40 age group which, again, is similar to the national population. While these trends are evident in many places across the nation, the trend seem to be more pronounced in Truro. People 55 and older make up over 35 percent of Truro's population while the this group makes up just 25 percent of Canada's population. Truro also has fewer young people as a percentage of its population. Just 19 percent of Truro's population is under the age of twenty while 24 percent of Canada's population is in this age group.

Truro's population exhibits a greater separation between high and low income groups than other Nova Scotia communities. A total of 13% of families in Truro had low income status in 2006 while across Nova Scotia, 10 % of families had low income status in 2006. Average income in Truro is below the provincial average but consistent with other communities

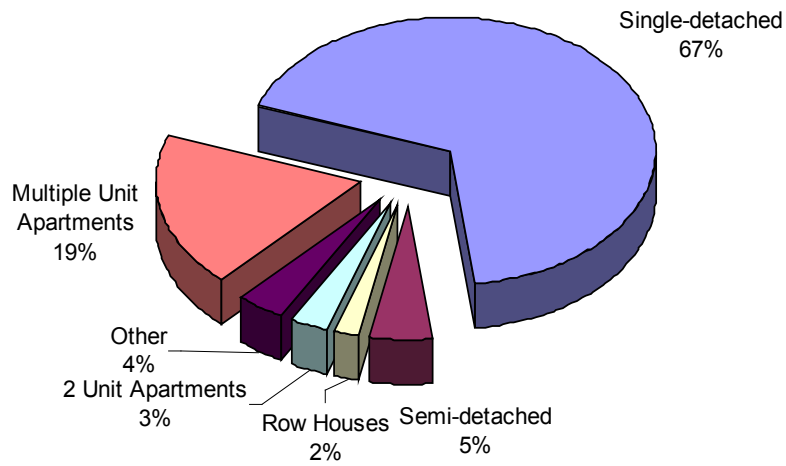


outside of the Halifax area. In 2006, the median income for individuals in Truro was \$21,287 a year, compared with the median of \$24,030 for Nova Scotia. Families in Truro had a median income of \$50,971, compared with the median of \$55,412 for Nova Scotia. In 2006, the average income for individuals in Truro was \$29,478 a year, compared with the average of \$31,795 for Nova Scotia. Families in Truro had a average income of \$60,534, compared with the average of \$66,032 for Nova Scotia.

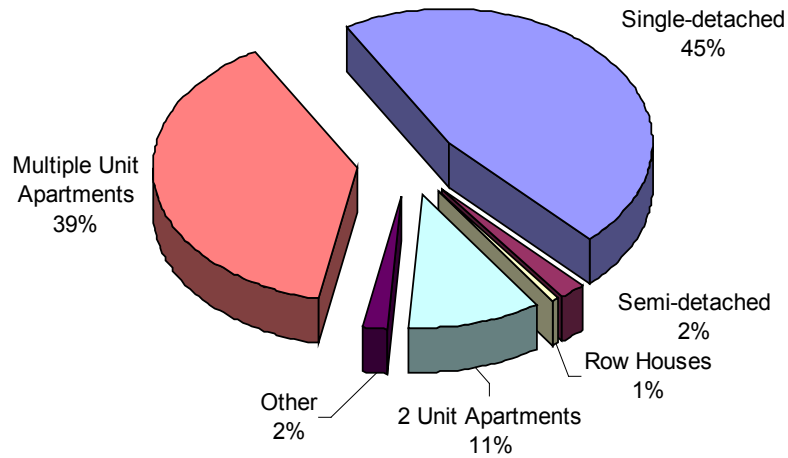
2.4 Housing

With an aging population and modest income levels comes a need for a wide range of housing types. Single unit dwellings are not always a practical and affordable housing choice. The demand for rental housing in Truro suggests that there is growing number of ‘empty nesters’ looking to downsize and they are choosing to live in rental units. Truro also has a significant number of families with low income status and there are two post-secondary institutions in the community with approximately 2200 students. These two groups are also in the market for more affordable housing options and rental housing.

Province of Nova Scotia
Occupied Private Dwellings by Unit Type



Town of Truro
Occupied Private Dwellings by Unit Type



3 • General Development Policies



3.1 Introduction

Most of Truro's Municipal Planning Strategy is organized into parts that correspond to different land use categories such as Commercial or Industrial. Each of these parts contain land use policies that relate specifically to the category of land use covered in that particular part of the document. There are, however, a number of development issues that are common throughout the Town and that are not unique to any specific land use category. These general development issues are covered in this Part.

3.2 Non-Conforming Structures & Uses

3.2.1 Interpretation

The term 'non-conforming' applies to land uses and structures which do not comply with current Land Use By-law regulations, but which were legally permitted under previous by-laws. The *Municipal Government Act* specifically addresses non-conforming structures, non-conforming structures used for residential purposes, non-conforming uses of land, and non-conforming uses of a structure. The *Act* contains provisions which recognize the legal status of these uses and allows some of the development rights normally reserved for uses and structures that conform to the applicable by-laws. The Town will deal with these non-conforming uses and structures in accordance with the *Act*.

Policy G-1

It shall be a policy of Council to administer non-conforming uses as provided for in the *Municipal Government Act*.

3.2.2 Expansions of Non-conforming Residential Uses

The Town of Truro has many large homes which are eighty or more years old that have been converted into multiple units. In many instances the conversion of these units happened before current zoning regulations were put into effect and often these converted dwellings exceed the maximum number of units permitted in the current zone and the structures do not meet the setbacks and other lot area requirements. These lawfully existing non-conforming uses or structures are limited to their existing volume under the planning provisions of the *Municipal Government Act*.

In many instances the above limitation restricts these properties to existing or worsening conditions because there is limited structural flexibility and consequently little financial incentive to make improvements. Council recognizes that limited expansion, carefully controlled, would have little or no impact on abutting or adjacent uses. Council has decided to allow limited expansion of such uses subject to special provisions set out in the Land Use By-law. These provisions are intended to limit the impact on abutting and adjacent uses, while allowing for limited flexibility for additions to such existing nonconforming uses and structures.

Policy G-2

It shall be a policy of Council to permit a one-time limited expansion of an existing non-conforming residential use in a Limited Residential zone provided the proposed expansion is limited to one additional dwelling unit. The Land Use By-law shall include special requirements for expansions permitted under Policy G-2 to ensure that any proposed addition has a limited or positive impact on neighbouring properties and on the external appearance of the structure when viewed from public areas.

3.2.3 Reconstruction of Non-Conforming Structures

In accordance with Section 241 of the *Municipal Government Act*, a non-conforming structure containing a non-conforming use is not permitted to be repaired or rebuilt if substantially destroyed except in conformance with the Land Use By-law and the new building may only be occupied by a use permitted in the zone. In Truro, there are several examples of existing non-conforming uses in non-conforming structures and in many cases these uses have coexisted with neighbouring uses with little or no conflict for decades. Rather than preclude the potential for the redevelopment of these uses and structures, it is the intention of Council to consider reconstruction and recommencement of these structures and uses by development agreement. When considering such a development Council shall take into consideration the overall interests of the Town and the impact on abutting uses.

Policy G-3

It shall be a policy of Council to consider proposals to reconstruct non-conforming structures and recommence non-conforming uses by development agreement where the such a proposal would not otherwise be permitted by this Municipal Planning Strategy or the *Municipal Government Act*. When considering a development agreement application pursuant to this policy Council shall have regard for the following:

- a) the normal evaluative criteria for development agreements set out in Part 11, Implementation;
- b) that the proposed development is situated entirely within the boundaries of the existing lot;
- c) that the application for development agreement be made within one year of the damage or discontinuance;

- d) that any proposed increase in floor area, lot coverage, outdoor storage, parking, building height is effectively mitigated through a combination of increased setbacks, landscaping, buffering, and architectural design; and
- e) that the proposed structure does not further encroach on abutting properties where the former structure did not meet applicable setback requirements.

Policy G-4

It shall be a policy of Council to permit an existing non-conforming structure to be enlarged, reconstructed, repaired, or renovated provided that any change to the structure does not further reduce the minimum required yards or separation distances that do not conform with the Land Use By-law.

3.2.4 Existing Lots and Buildings

The Town of Truro has a fairly long history of development and there are many structures and lots in the Town that predate modern planning and subdivision regulations. Many of these structures and lots do not conform to the Town’s current Land Use and Subdivision By-laws. Although most of these situations are addressed through the non-conforming provisions in the *Municipal Government Act* there are situations which are not addressed by the *Act*, particularly with respect to existing lots and to existing buildings not used for residential purposes. Council wishes to allow some limited flexibility in such cases to encourage reinvestment in existing buildings and to accommodate efficient use of land.

Policy G-5

It shall be a policy of Council to permit an existing structure or existing non-conforming structure situated on an existing lot to be occupied by a permitted use when the structure does not meet the lot area and other yard requirements applicable to the proposed use.

3.2.5 Existing Uses Exempt

When an existing use is expanded and the number of units or floor area increased, it has been the Town’s practice to only calculate land use by-law requirements for parking and amenity space based on the new units or new floor area created. What existed prior to the expansion is considered a non-conforming situation and not taken into account, regardless of whether or not the use had less than the required parking or less than the required amenity space.

Policy G-6

It shall be a policy of Council to permit the limited expansion of a lawfully existing non-conforming structure containing a single unit dwelling on a lot that does not have frontage on a public street but which has legal access to a public street otherwise.

Policy G-7

It shall be a policy of Council to exempt existing uses from the parking and amenity space calculations and not take into account the existing floor area or existing number of units when considering a proposal to expand an existing use.

3.3 Variance

A variance is as an allowance of a reduction in one or more Land Use By-law requirements which has been granted by the Town's Development Officer. Section 235 of the *Municipal Government Act* empowers the Development Officer to grant variances in circumstances where a proposed development may not be able to meet the requirements of the Town's Land Use By-law or a Development Agreement such as minimum lot frontage or a minimum yard requirements. The Development Officer is able to grant a variance in accordance with the procedures outlined in the *Act*.

The *Municipal Government Act* allows Council to consider other circumstances where a minor variance may be considered provided they are identified within that Municipality's Planning Documents and corresponding regulations.

Policy G-8

Therefore, it shall be a policy of Council to allow the Development Officer to grant a variance in one or more of the following terms in a development agreement, if provided for in the development agreement, or Land Use By-law requirements:

- a) the number of parking spaces and loading spaces required;
- b) the ground area and height of a structure;
- c) the floor area occupied by a home-based business; and
- d) the height and area of a sign.

3.4 Outdoor Storage & Display

3.4.1 Outdoor Storage

Outdoor storage is a necessary component for some businesses. Some commercial and industrial uses, such as car dealerships and lumber yards, require large quantities of storage space for their wares. Under most circumstances it is not economical to construct large buildings for the storage of such goods and outside storage is often the only alternative. Because outdoor storage is highly land consumptive and may be seen as aesthetically unpleasing, it will be limited to certain zones. Standards regarding setback, height, and lot coverage for outside storage are aimed at respecting adjacent properties and uses.

Policy G-9

It shall be a policy of Council to limit outside and open-air storage within certain zones.

Sidewalk displays to be permitted but regulated to ensure they do not interfere with pedestrian traffic

3.4.2 Outdoor Displays/Merchandising

It is a common practice for businesses, notably retail stores, to display merchandise outside of the actual store, often on public properties and rights-of-way such as sidewalks. While this is generally desirable, such uses should be regulated in order to prevent too great a use of public property which may disrupt pedestrian traffic or present a safety hazard. Merchants will also benefit from the establishment of standards, as it will allow them to know beforehand where and how such space may be utilized.

Policy G-10

It shall be a policy of Council to restrict the extent of use of public property and rights-of-way throughout the Town regarding outdoor merchandising and sales by private businesses.

3.5 Fences

Fences are common throughout the Town of Truro and the majority of these structures are not very high and have a limited impact on surrounding land uses. Council does not intend to regulate fencing unless it is high enough to have an impact on abutting uses or unless the fencing is required in connection with a development.

Policy G-11

It shall be a policy of Council to require a development permit for fences that exceed a specified height or that are required in connection with a development.

3.6 Signage

Signage to be strictly regulated to ensure that visual clutter is minimized and signage contributes to the creation of attractive streetscapes

3.6.1 Signage Regulations

Signs can have a significant impact on the appearance of the Town and left unregulated, signage can create visual clutter on our streets and create a safety hazard by interfering with visibility and regulatory signage. Council recognizes the importance of regulating signs to ensure that Truro's streets and public areas are not overwhelmed by signage. Council wishes to regulate signage within the Town to ensure that signs are only permitted if they are suitably designed and located.

Policy G-12

It shall be a policy of Council to establish regulations in the Land Use By-law regarding the type, number, size and location of signs.

3.6.2 Street Banners

The Town is frequently approached by individuals and organizations wishing to place banners over public streets in Truro. It is Council's intention that banners only be permitted in pre-approved locations and that banners over public streets be reserved for not-for-profit events and organizations.

Policy G-13

It shall be a policy of Council to Provide for street banners in permanent locations throughout the Town in commercial zones, establish fees for such use, limit the use to non-profit organizations, excluding electoral banners, and setting standards for such signage in the Land Use By-law.

3.7 Parking & Loading

3.7.1 Parking Requirements

Despite the growing emphasis placed on alternative modes of transportation, the automobile continues to be the dominant mode of transport in Truro. There are examples of cities and towns that have taken a very aggressive approach in their efforts to reduce the reliance on cars and to alleviate traffic congestion by limiting the amount of parking available in their communities. This is not a realistic approach in Truro where there is limited infrastructure in place for alternative means of transportation and cars continue to be the most practical means of getting around. This reliance on the private car requires that parking be considered as part of any new development proposal.

While most areas of Town permit on-street parking, these spaces are intended for temporary use only and are not well-suited for long-term or overnight parking. Also, there would be too few on-street spaces to safely accommodate demand if all development did not include some provision for off-street parking. To ensure the orderly development of the Town, Council intends to require off-street parking for new development. Because the amount of parking required is directly linked to the nature of the land use, it is also the intention of Council to base parking requirements on the type and intensity of a land use.

Policy G-14

It shall be a policy of Council to ensure that there is sufficient parking in Truro to meet demand by developing and maintaining public parking facilities and by establishing parking requirements for new development.

Policy G-15

It shall be a policy of Council to establish parking requirements within the Land Use By-law which will require minimum on-site parking based on land use type and intensity.

3.7.2 Flexible Parking Requirements

While the provision of adequate off-street parking is an important objective there are situations where the strict adherence to parking requirements has resulted in more parking that is needed. There are negative environmental and aesthetic impacts associated with the provision of too much parking. The development of parking lots leads to a loss of green space and an increase in impervious surface which creates stormwater management issues and water quality issues. In many instances required parking lots are underutilized and would have been much more beneficial to the surrounding community had they been left as undeveloped green space.

Less parking will be required for downtown locations

Council may consider requiring less parking for multiple unit developments intended for residents who are less likely to own a vehicle

To ensure that parking is only provided where it is necessary, the Town is moving away from strict adherence to standard parking requirements and towards a more flexible approach. This approach allows for consideration of the circumstances that may affect demand for parking. The Town will consider shared parking where it can be demonstrated that such an arrangement will work and for residential developments, the Town will consider relaxing parking requirements where residents are less likely to own an automobile. The latter will apply to situations where proximity to the downtown or some other factor affects the likelihood that residents will own an automobile.

Policy G-16

It shall be a policy of Council to consider allowing reduced parking requirements for uses that have a peak demand for parking at different times provided the shared parking is situated within a suitable distance of each use and provided that each party enters into a joint use agreement.

Policy G-17

It shall be a policy of Council to establish appropriate parking requirements for residential development in the Downtown Commercial and Downtown Residential Designations where automobile ownership is less likely due to proximity to shopping, services, and employment.

Policy G-18

It shall be a policy of Council to consider allowing a reduction in the number of required parking spaces where it can be demonstrated the proposed development is intended for residents who are less likely to own an automobile due to factors such as age, income, or mobility issues.

3.7.3 Calculating Residential Parking Requirements

In the previous plans the Town based residential parking requirements on the number of dwelling units and the standard requirement was 1.5 spaces per dwelling unit. This standard is intended to provide one space for every unit plus additional parking for visitors and for the occasional unit that has more than one vehicle. This standard does not make any allowance for a variation in the number of bedrooms per dwelling unit. It is reasonable to assume that a one bedroom or bachelor apartment will require fewer parking spaces than units with two or more bedrooms. The 1.5 spaces per unit calculation also seems inappropriate in situations where a single dwelling unit may have several bedrooms. A more reasonable approach to calculating residential parking requirements will be to require a specified number of parking spaces based on the number of bedrooms per unit.

Policy G-19

It shall be a policy of Council to establish parking requirements for residential development based on the number of bedrooms rather than on the number of units.

3.7.4 Exemption from Parking Requirements

In the past the Town had a very active Parking Commission that was responsible for collecting a levy from downtown businesses and using the revenue to develop public parking lots in the downtown. Downtown businesses, in return for payment of this levy, would be exempt from parking requirements. This Commission has since been dissolved and the levy for parking is no longer collected, however, due to the efforts of this Commission there is ample free public parking available in downtown Truro today.

As part of its efforts to revitalize the downtown, it is an objective of Council to encourage new development and the reuse of existing structures in the downtown area. However, downtown Truro features many old buildings on small irregularly shaped lots that are not able to accommodate off-street parking. This can be a significant obstacle to overcome and in many cases will discourage potential investors or developers who are interested in redeveloping our old buildings or developing vacant lots. With the Downtown Parking Commission having been dissolved, the Town has resorted to a cash-in-lieu of required parking system in an effort to accommodate downtown development. However, the cash-in-lieu option tends to be cost prohibitive for developers and has never been used.

In an effort to revitalize the downtown by attracting new development and accommodating the reuse of existing buildings, Council has decided to waive parking requirements in the Downtown Commercial (C1) Zone. It is anticipated that parking for commercial uses can be accommodated through a mixture of on-street parking and public parking lots. It is also expected that parking for commercial development will be somewhat self regulating where developers will want to provide some parking for their developments in order to attract tenants. Council will continue to monitor the parking situation in the downtown area and rescind this policy or develop new parking areas should parking availability become a problem in the Downtown Area. New residential units in new structures will not be exempt from parking requirements as overnight parking on the street or in public lots tends to interfere with snow-clearing. Residential uses will be required to develop off-street parking lots or structured parking.

*Reduced or Waived
Parking requirements
for most development
downtown in an effort to
encourage reinvestment
in the downtown*

Policy G-20

It shall be a policy of Council to waive parking requirements for new development and reuse of existing structures in the Downtown Commercial (C1) Zone. This exemption will not apply to new residential units created in a new structure or in an expansion of an existing structure.

Policy G-21

It shall be a policy of Council to monitor the availability of off-street parking in the downtown area to ensure that adequate parking is available for the clientele of downtown businesses and to determine if the Town should acquire and develop land for the provision of additional public parking.

3.7.5 Cash-in-Lieu of Required Parking

In the event that parking requirements can not be met, a developer has the option of providing cash-in-lieu of parking. The cash payment is intended to be used by the Town to acquire and develop public parking areas as required. The payment is calculated based on

a formula that takes into consideration the cost of acquiring land, developing the parking area, and the ongoing maintenance of the parking area. The cash-in-lieu provision is only available in the Downtown Commercial and Downtown Residential future land use designations where the Town currently maintains a number of public parking areas. A combination of the cash-in-lieu and on-site parking will also be acceptable.

Policy G-22

It shall be a policy of Council to develop a formula for calculating cash-in-lieu of required parking.

Policy G-23

It shall be a policy of Council to accept cash-in-lieu of required parking in the Downtown Commercial and Downtown Residential Future Land Use Designations.

3.7.6 Design Standards for Parking Areas

The establishment of minimum dimensions for parking stalls and aisles is essential to ensure that parking stalls and aisles are not too small to effectively function and accommodate the required number of vehicles.

Parking lots are rarely regarded as a welcome addition to any neighbourhood and they typically feature a large, featureless expanse of asphalt that has a negative visual impact on the surrounding uses and abutting streets. Where possible, it is desirable that parking lots be situated in rear yards or side yards away from streets and hidden from view by a building. Council recognizes that this is not always feasible and in situations where parking abuts a street or another property, it is essential that a landscaped visual buffer be provided to screen the parking area from the abutting use or street. Council is also interested in introducing trees and other plantings to large parking lots to eliminate large expanses of asphalt which, in addition to not looking very nice, create a range of stormwater drainage and water quality issues.

Parking lots to be appropriately landscaped and, where possible, screened from view to ensure that they are not the dominant feature of any development

Parking structures are much more expensive to develop than a conventional surface parking lot and designers are faced with the challenge of getting the greatest number of parking stalls while working around the internal mechanics and supports of a structure. It is recognized that parking structures may require more flexibility in terms of minimum dimensions than would normally be permissible under the standard specifications. Council is prepared to allow a parking structure to have less than the required stall dimensions or aisle widths provided the structure has been designed by a professional engineer or architect licensed to practice in the Province of Nova Scotia.

Policy G-24

It shall be a policy of Council to establish minimum specifications for off-street parking areas for more than four vehicles.

Policy G-25

It shall be a policy of Council to develop landscaping requirements for off-street parking areas for more than four vehicles.

Policy G-26

It shall be a policy of Council to allow a parking structure to have less than the required stall dimensions or aisle widths provided the structure has been designed by a professional engineer or architect licensed to practice in the Province of Nova Scotia

3.7.7 Commercial Vehicles in Residential Areas

The parking of commercial vehicles, such as semi-trailers, mobile canteens and taxis, has been of particular concern over the years. The integrity, safety and aesthetic qualities of a neighbourhood or street are hampered by the parking of these vehicles. Consequently, the parking of commercial vehicles beyond a certain size or number will be restricted in residential areas.

Policy G-27

It shall be a policy of Council to regulate the parking and storage of commercial motor vehicles in all residential zones.

3.7.8 Loading Spaces

The need for some land uses to have appropriate loading facilities has been an issue in Truro. There are occurrences where necessary loading and unloading has blocked the flow of traffic and pedestrian use of public streets. These occurrences are in some cases unavoidable. While it is difficult to correct past oversights, it is not the intention of this strategy to encourage such future conditions.

Policy G-28

It shall be a policy of Council to regulate and set standards for minimum loading space requirements by land use on private and public property.

3.8 Outdoor Lighting

Excessive and obtrusive outdoor lighting is a common concern when dealing with new development in and around residential areas. Developers will often illuminate parking areas and walkways in the interest of safety but this frequently leads to light trespass onto adjacent properties. Light trespass is an issue for many residents who would prefer not to have their homes and properties illuminated during nighttime hours. Council recognizes the need to regulate outdoor lighting and preserve the ambiance that nighttime can offer.

Outdoor lighting to be regulated to ensure that illumination is provided only where it is needed.

Policy G-29

It shall be a policy of Council to permit reasonable uses of outdoor lighting for nighttime safety, utility, security, and enjoyment while preserving the ambiance of the night.

*Only full cut-off fixtures
will be permitted in or
abutting a residential
zone*

Policy G-30

It shall be a policy of Council to prohibit outdoor lighting that is misdirected, excessive, or unnecessary.

Policy G-31

It shall be a policy of Council to require that all outdoor lighting fixtures in or abutting a residential zone or designation be full cut-off fixtures approved by the International Dark Sky Association.

Policy G-32

It shall be a policy of Council to regulate the lighting of commercial signage where it abuts a residential zone or use.

3.9 Trees

*Opportunities to
plant new trees will
be explored as part of
any new development
application*

The Town of Truro has long recognized the benefits of street trees and the importance of protecting its urban forest. The Town has a very active Tree Committee and a full time Tree Technician, both of whom are passionate about trees and their importance to our Town. Many of Truro’s streets are lined with mature trees but over the years these trees have been lost. The Tree Committee has been actively maintaining and caring for the Town’s street trees but many trees have been removed as they have succumbed to age and disease. The Committee has been actively working to reinstate street trees and encourage the establishment of trees on both private and public property throughout the Town. It is Council’s intention to support the Tree Committee in its endeavors by considering opportunities for planting of new trees as part of any development proposal.

Policy G-33

It shall be a policy of Council to support the Tree Committee in its efforts to re-establish street trees and to encourage planting of new trees on both private and public land.

Policy G-34

It shall be a policy of Council to consider recommendations from the Town’s Tree Technician regarding the planting of new trees in conjunction with any development proposal and to consider requiring the planting and maintenance of street trees on private land as a condition of approval.

3.10 Driveway Access

Controlling access to Town streets is an important element in ensuring that new development does not have a negative impact on traffic flow or on the safety of motorists, cyclists, and pedestrians. The Town has appointed a Traffic Authority to regulate access to all public streets. It is the intention of Council to have all development proposals and proposed changes to vehicle access reviewed by the Town’s Traffic Authority.

Policy G-35

It shall be a policy of Council to require that all development proposals or other proposals that may impact upon vehicle access to a public street be subject to the approval of the Town's Traffic Authority .

3.11 Telecommunication Facilities

3.11.1 Jurisdiction

Applications for telecommunications facilities fall under the jurisdiction of Industry Canada. Policies currently followed by Industry Canada require that the proponent of a new telecommunication facility which is subject to federal approval must consult with the municipality and indicate whether the municipality concurs with the application. Procedures therefore require that land-use authorities be consulted, by the proponent, prior to the building of significant antenna structures. The process is designed to allow communities to influence the location of a telecommunication tower.

The purpose of this policy is to provide general guidance for the siting of telecommunication towers in the Town of Truro and to create a clear procedure for public participation in the review of such proposals.

3.11.2 Siting of Telecommunication Facilities

The purpose of this Policy is to establish general guidelines for the siting of towers and antennae. The policies will not have the status of a zoning bylaw nor do the criteria have the status of zoning regulations.

These policies are intended to provide guidance and direction to staff when dealing with siting communication facilities while the ultimate approving authority for such facilities/ structures lies with the governing federal body, which may or may not choose to accept Council's recommendation.

Policy G-36

When considering proposals for telecommunication towers and antennae, it shall be a policy of Council to promote the following objectives:

- a) To manage the location of telecommunication facilities within the Town of Truro;
- b) To preserve the natural and cultural landscape and minimize negative impacts;
- c) To outline a clear process for public consultation on telecommunication facility proposals;
- d) To provide for wireless telecommunications facilities in order to promote economic development and meet the business and safety needs of residents and the traveling public; and
- e) To promote and encourage co-location on existing and new towers as an option rather than construction of additional single-antenna towers, and to reduce the number of such structures needed in the future.

3.11.3 Co-locating Telecommunication Facilities

Wherever possible, developers of telecommunication towers, antennas, buildings or equipment shall attempt to utilize existing infrastructure. To this end, companies shall co-locate where possible and shall attempt to mount antennae on existing structures rather than build new freestanding towers.

Policy G-37

It shall be a policy of Council to encourage telecommunication providers to co-locate where possible and explore the possibility of mounting antennae on existing structures rather than construct freestanding towers.

3.11.4 Notification

All telecommunication facilities that require a license from Industry Canada, including alterations or additions to existing facilities, shall notify Town in writing.

Policy G-38

It shall be a policy of Council to require telecommunication providers to notify the Town before erecting or altering any telecommunication facility and require the applicant to submit detailed information outlining the proposed telecommunication facility.

Policy G-39

It shall be a policy of Council to hold an advertised public meeting to review any proposed telecommunication facility.

3.11.5 Submission Requirements

A telecommunication provider intending to erect a telecommunications structure, including alterations or additions to existing facilities, shall submit the following to Planning staff:

- a) A scaled plan clearly indicating the height and design configuration of proposed facility including colouration and lighting.
- b) Site plans showing the location of the proposed site, proposed tower and equipment, dimensions of the proposed site and set backs from property lines, topography, location and proximity of roadways and proposed access to the site, distance to residential areas and/or other structures, existing and proposed vegetation, fencing and other security measures.
- c) A detailed, independent professional assessment of the potential environmental impacts to the development of the proposed site and lands adjacent to the proposed site.
- d) Identification of the cell area to be serviced by the proposed tower.
- e) A letter indicating the reason why the requested telecommunication facility can not be co-located on any existing tower in the surrounding area. Also, the Proponent shall confirm that the proposed tower allows for future expansion.

- f) A letter indicating that the facility will not affect television, telephone, or other forms of electronic equipment in the surrounding area.
- g) Graphic representation (such as photograph) indicating the potential visual impact of the tower on surrounding properties.
- h) A letter from the property owner indicating that they are aware of the application and have consented to the location of the telecommunication facility on their property or building.
- i) Submit an processing fee (non-refundable) of \$300.00 plus an advertising deposit of approximately \$600.00 to the Town of Truro.
- j) Any other information deemed necessary by Planning Staff to evaluate the application.

3.11.6 Public Consultation

Once a completed application has been made there shall be a public consultation process that shall include:

- a) a public meeting date shall be established by staff in consultation with the Planning Advisory Committee;
- b) notice will be distributed to those property owners within 92.9 m² of the property where the proposed tower is to be located;
- c) a sign shall be erected by the applicant on the proposed site a minimum of two weeks prior to the public meeting and shall include the meeting details and contact information for both the applicant and the Town;
- d) a notice of the public meeting will be published in a local paper a minimum of two weeks prior to the meeting;
- e) at the meeting the proponent will explain the application and hear the concerns expressed by the public;
- f) following the meeting the applicant must submit to Town Staff, in writing, the concerns expressed by the public and how the applicant intends to address these concerns;
- g) Staff will prepare a report with recommendations for consideration of the Planning Advisory Committee;
- h) PAC's recommendation shall be reviewed by Town Council at a public Council meeting
- i) Council shall consider PAC's recommendation and either support or not support the application.
- j) Council's recommendation for the proposal will be sent to Industry Canada.

3.12 Wind Turbine Generators

Wind turbines present unique land use regulation challenges because of their physical and operational characteristics. Wind energy has been greeted with mixed reactions from communities based on perceived or actual impacts on health and quality of life of those in proximity to active turbines. While recognizing both the economic and environmental benefits associated with wind energy generation, the Town of Truro is mindful of its need to protect its citizens' safety and quality of life.

The Town wishes to facilitate the development of wind turbine generators while ensuring minimal or no adverse effects occur as a result of this type of land use. To that end, Council has developed policies to regulate permissible locations for turbines. Large turbines are not suited to residential areas. Council will establish setback requirements to ensure that wind turbines are well removed from neighbouring properties and conflicting land uses.

Also, it is the intent of Council to minimize the visual impact of proposed wind turbines by developing regulations concerning the appearance and location of wind turbines and establish a public review process to ensure that important view planes are identified and protected.

At present, the policies of this section apply to all turbines. However, Council is aware that wind energy generation is an evolving technology that varies in scale, intrusiveness, and intent. Specific policies relating to the definition and permissible locations of small and micro turbines for on-site power consumption will be developed by Council.

Policy G-40

It shall be a policy of Council to consider the development wind turbine generators by development agreement only provided the proposed turbine or turbines are to be located in one of the following zones:

- a) Commercial Zone;
- b) Industrial Zone;
- c) Community Use Zone;
- d) Rural Residential (R8) Zone;
- e) Watershed Residential (R9) Zone; or
- f) Environmental Management Zone excluding the Floodway (E3) Overlay or the Floodway Fringe (E4) Overlay where the underlying Zone is a Residential Zone other than the Rural Residential (R8) or Watershed Residential (R9) Zone;

Policy G-41

It shall be a policy of Council to require the submission of the following documentation, in addition to the information required in Part 10: Implementation, along with any request to enter into a development agreement with the Town for the purpose of developing a wind turbine or wind farm:

- a) a scaled plan clearly indicating the height and design configuration of proposed facility including colouration and lighting;
- b) site plans showing the location of the proposed site and proposed tower and equipment, dimensions of the proposed site and set backs from property lines, topography, location and proximity of roadways and proposed access to the site, distance to residential areas and/or other structures, existing and proposed vegetation, fencing and other security measures;
- c) written confirmation that the proposed wind turbine or wind farm will not affect television, telephone, or other forms of electronic equipment in the surrounding area;

- d) written confirmation that the proposed wind turbine or wind farm has been reviewed by Transport Canada or that the proposed structure does not require approvals from Transport Canada;
- e) graphic representation of the proposed wind turbine or wind farm indicating the potential visual impact of the wind turbine on surrounding properties and from various vantage points throughout the Town;
- f) a processing fee (non-refundable) of \$300.00 plus an advertising deposit of \$600.00 to the Town of Truro; and
- g) any other information deemed necessary by the Town to evaluate the application.

Policy G-42

It shall be a policy of Council to require that all wind turbine generators are constructed and maintained so that:

- a) the total height of the turbine shall not exceed 80 m in height;
- b) the tower height shall not exceed 52 m in height;
- c) the rotor blade of the turbine shall not exceed 28 m in radius;
- d) the minimum rotor blade clearance of the turbine be no less than 7.5 m;
- e) noise produced by a wind turbine shall not exceed 40 dB(A) or 5 dB(A) above background noise, whichever is greater, when measured at a non-participant dwelling, at a non-participant structure, or in a residential zone;
- f) the wind turbine generator shall not exist on a lot smaller than 2000 m²;
- g) a locked security fence no less than 2 m in height shall enclose each turbine tower;
- h) an access ladder to the turbine shall not hang within 3.7 m from grade;
- i) decommissioned turbines shall be removed within two years of the cease of operation;
- j) no advertisements or lettering shall be visible except that of the manufacturer;
- k) support tower, blades and nacelles should be painted the same colour – preferably off white or light grey – and have a matt finish; and
- l) rotors should not cause any existing residential uses to experience shadow or flicker as a result of the tower or rotors obstructing direct sunlight.

Policy G-43

It shall be a policy of Council to require that all wind turbine generators conform to the following setback requirements:

Wind Turbine Setback Requirements

<i>Feature</i>	<i>Required Setback</i>
Participant Dwelling or Structure	3 times total height of wind turbine
Non-Participant Property	3 times total height of wind turbine
Non-Participant Dwelling or Structure	10 times tower height of wind turbine
Residential Zone (except R8 and R9)	10 times tower height of wind turbine

Policy G-44

It shall be a policy of Council to require that all wind farms conform to the following setback requirements:

- a) the minimum separation distances between turbines shall be 5 times the rotor diameter (rotor arc);
- b) wind generators must be uniform in size and design; and
- c) all wind generators within a wind farm shall rotate in the same direction and should be kept operating at once.

Policy G-45

It shall be a policy of Council to develop a small and micro wind turbine regulatory framework.

4 • Residential Policies



4.1 Background

4.1.1 Residential Development in Truro

Truro can be a complex and challenging place when it comes to planning for new residential development. Even though the Town has a population of just under 12,000 it faces many of the complex issues and development pressures normally associated with much larger urban centre. The complex nature of the issues facing Truro can be partly attributed to Truro's role as the central core of an urban area with a population of around 45,000 residents. It can also be attributed other factors such as the age and condition of our housing stock, the Town's commitment to its architectural heritage, the need to be a more sustainable community, or the challenges associated with housing an aging population and a sizeable student population. The Town of Truro's Residential Policies take into account each of these factors in an effort to accommodate new residents and new housing opportunities while at the same time ensuring the best possible quality of life for all members of our community.

There was a modest increase in the Town and region's population during the last census period. Demand for housing in the Truro area also continues to increase and much of the demand is for rental housing rather than traditional single unit dwellings. Accommodating the demand for new apartments and other multiple unit developments within Town has proven to be one of the most contentious issues facing Town Council.

Truro's role as a regional centre contributes to the demand for rental units within the Town. Land value and demand for housing are typically highest in and around the downtown core of any urban area. Consequently, developers are eager to increase residential densities and permit apartment buildings and conversions in downtown residential areas. The downtown core of the region is wholly contained within the Town of Truro, as is much of the demand for higher residential densities. Lower density residential development, however, is mostly situated outside of the Town limits. This explains, in part, why Truro has a large percentage of rental dwellings versus owner occupied dwellings. 2006 census data indicates that over 50 percent of occupied private dwellings in Truro are rental units while the provincial average is 27.5 percent. It also helps to explain why a relatively small town like Truro has over 2500 rental units and why it is the second largest rental market in Nova Scotia after the Halifax Regional Municipality.

50.7% of occupied private dwellings in Truro are rented. This is well above the provincial average of 27.5% and above other Nova Scotian Towns such as New Glasgow or Kentville which have around 38 % rented dwellings.

*Statistics Canada,
2006 Census Data*

Truro has over 2500 rental units and it is the second largest rental market in Nova Scotia after the Halifax Regional Municipality.

*CMHC Rental Market Report,
Spring 2009*

The demand for rental housing can also be attributed to demographics. In addition to experiencing some modest population growth during the last census period, average household size has been decreasing. Consequently, there are more people looking for housing and more dwellings are needed to house the same number of people. This translates into increased demand for housing. Considering that Truro's population is aging and there is a growing number of "empty nesters" looking to downsize, it can be assumed that much of this increased demand will be for apartments and condominium units. There is also the issue of housing the approximately 2200 full and part time students who attend the two Truro area post-secondary institutions. These students are also primarily interested in apartment-type dwelling units.

Over the past few decades most new single unit dwellings in the Truro area have been constructed in residential subdivisions just outside of the Town in communities such as Bible Hill, Valley, and Hilden. While the relatively newer neighbourhoods in Truro remained mostly intact, the large heritage homes in the older areas of Town were being converted into multiple units to meet the demand for apartments. The older neighbourhoods surrounding the downtown area consist of homes from the late 1800s and early 1900s. Homes from this period are typically larger than today's single family homes and are often big enough to allow for conversions into two or more units. As a result, many of the larger homes in the downtown area have been converted into two or more rental units. This has led to the older historic neighbourhoods becoming increasingly dominated by rental units. Meanwhile, existing residents and prospective home-buyers seeking a single unit dwelling in a stable residential environment were drawn to other areas of Truro or to nearby communities.

There are three heritage districts and over 100 registered heritage properties in downtown Truro. The preservation of this significant architectural heritage has been a priority of Council. In response the Town has adopted a Heritage District Plan and By-law as well as created a Heritage Advisory Committee. The noted demand for new rental housing in the downtown area presents constant pressure to redevelop properties in and around the Heritage Districts. The Town is faced with finding a balance between preserving its historic downtown neighbourhoods and accommodating the demand for new residential housing.



Outside of the downtown there are fewer issues to deal with when planning for residential development. Residential areas outside of the downtown tend to be dominated by single and two unit dwellings in generally stable neighbourhoods with no evident signs that these areas are in transition. Areas that are in transition, either in the process of being redeveloped or converted into another use or a more intensive use, tend to be the most challenging areas to plan for elsewhere in Town. There are a few of these areas including the older neighbourhoods in the east end of Town which share many of the same development issues facing the downtown area. Other residential areas which are in transition include South Young Street, Robie Street, Willow Street, and Ford Street. These areas are characterized by a mixture of dwelling types and land uses including multiple unit developments.



There are a number of large vacant parcels of land within the Town that are suitable for new housing developments. Planning is underway for developments off Wood Street, Centennial Drive, and Upham Drive in the vicinity of the Truro Elementary School. Given the nature of the surrounding development, these areas are well suited for traditional residential subdivisions consisting of single and two unit dwellings.

4.1.2 Policy Context

The Town's 2004 Planning Documents placed a great deal of emphasis on planning for and accommodating increased residential densities. Policies and regulations were put in place to allow

for multiple unit developments in many areas of the Town but this was accompanied by a more rigorous evaluative process. The process was designed to ensure that Council had the ability to consider new development proposals in existing neighbourhoods, but only if the development was compatible with its neighbours. The process was also expanded to include a broader public participation program to ensure that residents were aware of and engaged in the planning process and to ensure that the process be more transparent.

The 2004 Planning Documents were quite receptive to the idea of more multiple unit residential development in the downtown. New downtown housing developments have complemented the Town's efforts to increase residential densities in the core and they have helped to accommodate population growth without having to build new municipal infrastructure. This continues to be consistent with Council's desire to be a more sustainable community by making more efficient use of existing services and with Council's plans to revitalize its downtown by increasing the customer base for downtown retailers and services.

Although Council wanted the ability to consider new multiple unit developments in the downtown; they also wanted to ensure that new multiple unit developments, particularly infill developments in the downtown residential did not detract from neighbouring heritage properties and streetscapes. Multiple unit proposals, therefore, were to be considered by development agreement. Detailed evaluative criteria were put in place to ensure that these developments were compatible with neighbouring development.

Between 2004 and 2009 there were 440 new apartment units constructed in Truro. This represents about a 20% increase in the total number of apartments within the Town.

The former Planning Documents also indicated that the Town was interested in accommodating residential development outside of the downtown area and ensuring that the Town offers a variety of housing options. Large vacant parcels of land on the edge of the community were set aside for future residential development. These areas were viewed as natural extensions to existing low density neighbourhoods and policies were put into place to allow this type of development to take place. The policies did allow for some mixture of land uses and dwelling types on these larger parcels of land by proceeding through a Comprehensive Development District Agreement. The Town also wanted to accommodate more intensive residential development outside of the downtown area where the potential for land use conflict is minimal and where the roads and other infrastructure are capable of handling the development. Transitional areas such as South Young Street and Ford Street permitted multiple unit developments by development agreement.

4.1.3 Issues

The Residential Development Policies in the Town's 2004 Planning Documents placed a great deal of emphasis on accommodating new residential growth and in particular the demand for new multiple unit dwellings. Although this approach was successful in bringing more people and over 440 new apartment units to Truro, some residents are not in favour of these developments. Of particular concern was the lack of predictability when it came to where multiple unit developments would be permitted and the lack of a rigid set of regulations governing their development. While multiple unit developments were not permitted in certain areas of town, particularly the zone for single unit dwellings, most zones allowed Council to consider more intensive residential uses by development agreement.

The development agreement process included detailed evaluative criteria designed to ensure that new developments would be compatible with adjacent homes. This approach was quite successful in accommodating several new and well designed multiple unit developments that had minimal impact on surrounding properties. However, this approach gave rise to concerns about the proximity of these developments to existing homes and the effect on the quality of life in the surrounding neighbourhoods.

The inherent flexibility in the development agreement process gave rise to the impression that the Town regularly allows developers to get around the by-laws and regulations. A development agreement is designed to provide Council with some discretion when dealing with new development proposals. It is also intended to give Council, the developer, and residents assurances about how the subject land is to be developed and maintained. A development agreement is negotiated between the Town and a developer, giving the Town the flexibility to vary its normal land use requirements within the parameters set out in the Planning Documents. The Town normally does this in exchange for some added benefit from the developer or in light of some other mitigating circumstances. This flexibility, which is integral to the development agreement process, is sometimes perceived by members of the public as a disregard for the regulations.

These Planning Documents will strive to achieve a balance between accommodating new sustainable growth and providing a sense of security for residents when it comes to understanding where and how this growth can occur.

Concern about lack of predictability and security when it came to knowing where new multiple unit residential development would occur.

Perception that the development agreement process allows developers to circumvent the rules.

This plan will clearly establish where and how new residential development will occur

4.1.4 Approach

The Town's previous Planning Documents separated residential development into two primary categories based on residential densities. Residential densities are determined by calculating the number of units per hectare or acre. Certain areas of Town were set aside for "low density" development and other areas for "medium to high" density development. This approach led to a regulatory framework largely based on a mathematical calculation that is only partially useful in establishing the kinds of land use impacts a proposed development may have. Certain land use impacts, such as higher traffic volumes and higher demand for municipal services, can be attributed to residential densities but density only tells part of the story.

Greater emphasis on evaluating development based on the quality of its design rather than on its density.

In order to truly understand how a proposed development will impact the surrounding neighbourhood and the community, it is necessary to use a more comprehensive approach. It is, after all, possible to have a low density development that has a negative impact on a surrounding low density neighbourhood because it is poorly designed. Accordingly, these Planning Documents place less emphasis on density and focus more on built form, site design, and land use type as a means of regulating residential development and minimizing land use conflicts.

Truro is not comprised of homogeneous neighbourhoods and most areas contain a mix of dwelling types. Future land use designations are not, therefore, intended to exclude other types of residential development. It is the intention of Council that options are available to permit some discretion when considering development proposals.

4.2 Residential Objectives

4.2.1 A Livable Community

The Town is committed to promoting the best possible quality of life for its residents. Part of what determines the quality of life in a community is the quality of its residential neighbourhoods. A well designed, maintained, and functional residential neighbourhood is essential to ensuring a high quality of life for its residents. There is a considerable amount of development pressure in the community and Council recognizes that there is a need to regulate development in order to ensure the best possible quality of life for Truro's residents. To achieve this, it is important that all residential development takes place in a manner that complements existing development and that it contributes to the creation and preservation of attractive streetscapes, vibrant public open spaces, and welcoming pedestrian environments.

Policy R-1

It shall be a policy of Council to encourage new residential development that will promote a high quality of life for Truro's residents and result in the creation of attractive streetscapes, vibrant public open spaces, and welcoming pedestrian environments.

4.2.2 Great Neighbourhoods

In addition to the physical design of the neighbourhood, for a neighbourhood to truly support a high quality of life it must fully account for the social, economic, and cultural sustainability of the community. The Town will encourage residential development that leads to more sustainable and vibrant neighbourhoods which convey a sense of belonging, neighbourliness, community pride, civic responsibility, and safety. Emphasis will also be placed on encouraging neighbourhoods that foster creative expression, entrepreneurialism, recreation, and collective action.

Policy R-2

It shall be a policy of Council to promote sustainable and vibrant neighbourhoods which convey a sense of belonging, neighbourliness, community pride, civic responsibility, safety, and which foster creative expression, entrepreneurialism, recreation, and collective action.

4.2.3 Active and Healthy Community

Town Council recognizes the important role that good community design can have in supporting a more active and healthy lifestyle for residents. Council will encourage residential developments that facilitate walking and bicycling as an alternative to the private automobile. When considering new development proposals Council will also place emphasis on developments that include opportunities for recreation, trail developments, and linkages or extensions to existing park systems.

Policy R-3

It shall be a policy of Council to encourage new residential development to emphasize and facilitate bicycling and walking as alternatives to private vehicular travel.

Policy R-4

It shall be a policy of Council to encourage new residential development that facilitates active sustainable lifestyles.

4.2.4 Environmental Stewardship

It is essential that the Town assume a much greater role in ensuring that residential development takes place in a manner that consumes fewer resources and uses infrastructure more efficiently.

Policy R-5

It shall be a policy of Council to encourage new residential development to make more efficient use of land, infrastructure, and services.

4.2.5 Planned Growth

Truro experienced modest population growth during the last census period and demand for housing continues to grow. Council recognizes that well planned growth can have numerous benefits for the community and it is their vision and desire that Truro should continue to grow. Council therefore wishes to encourage and accommodate new residential development.

Policy R-6

It shall be a policy of Council to encourage population growth and to accommodate new sustainable residential development in a manner that ensures the best possible quality of life for all residents.

**4.2.6 Intensification**

The 2004 Planning Strategy placed emphasis on increasing the number of residents in Truro by developing new residential units on vacant lots and in under-utilized buildings. This process of intensification accommodates residential development without requiring an extension of municipal services or infrastructure. Intensification also brings more people closer to the downtown area which helps promote diversity and interest in the downtown while providing more users for services and businesses -- a key component of any downtown revitalization strategy and any sustainable community.

Council still recognizes the importance of accommodating more residents on existing infrastructure but they are concerned about the potential negative impact that new residential development and redevelopment projects can have on the integrity of established neighbourhoods. Council is, therefore, only interested in context sensitive development that complements surrounding homes and has minimal impact on established residential areas.

Policy R-7

It shall be a policy of Council to encourage context sensitive intensification and infill residential development that complements surrounding homes and preserves or enhances neighbourhood integrity.

4.2.7 Range of Housing Opportunities

In an effort to regain a greater proportion of regional residential development and allow Truro's population to continue to grow the Town must anticipate and be receptive to changing market demands and new housing types. Changing demographics and particularly an aging population are creating a demand for new apartment buildings and condominiums. Policies that allow for non-traditional housing forms will foster continued residential growth.

Policy R-8

It shall be a policy of Council to encourage new residential development in the Town that supports a variety of lifestyles and includes a range of housing choices and household types.

4.2.8 Neighbourhood Integrity & Stability

Council recognizes the need to preserve residential neighbourhoods where there has not been a significant number of conversions or incompatible redevelopment and the original housing is in good repair and largely intact. These areas tend to foster a sense of neighbourhood and are an integral part of a sustainable and vibrant community. In order to ensure that these areas continue to be appealing places to live and invest, it is Council's intention that redevelopment opportunities are carefully regulated by a clear and predictable process that provides residents with a sense of security and neighbourhood stability.

Policy R-9

It shall be a policy of Council to encourage new residential development and redevelopment opportunities that enhance and complement established and intact residential neighbourhoods.

Policy R-10

It shall be a policy of Council to clearly establish where and how new residential development can occur in order to ensure that growth takes place in a predictable manner that provides residents a sense of security and neighbourhood stability.

4.2.9 Clear Policies & Regulations

Many residents have expressed concern about the lack of predictability afforded by the Town's 2004 Municipal Planning Strategy when it came to understanding where and how residential development was permitted to occur. Concern has also been expressed about the complexity and clarity of the development application and evaluation process. Council recognizes that there is a need to develop clear policy statements and regulations to ensure that the planning process is accessible to all and that residents are able to understand how new development proposals are regulated and evaluated.

Policy R-11

It shall be a policy of Council to adopt a clear a transparent application and evaluation process to be used when considering residential development proposals.



4.2.10 Mixture of Dwelling Types

Truro has a relatively high percentage of low income individuals with nearly 20% of the Town's population classified as having a low income before taxes. This represents an average which is about 6% higher than the province and 4% higher than New Glasgow. This indicates that there is a demand for more affordable housing units in Truro. The wrong way to accommodate this demand is by setting aside areas for high density development and discouraging this type of development elsewhere. That approach would lead to a community that is segregated on the basis of economic means and potentially create neighbourhoods that are more susceptible to crime and urban decay. There is, however, a recognized demand for neighbourhoods of single and two unit dwellings and it is Council's intent that this type of development be accommodated on a limited basis. Council's general approach to residential development will be to support and give preference to residential proposals that either consist of a mixture of dwelling types or will contribute to a mixture of dwelling types in the neighbourhood. Proposals that do not contribute to a mixture of dwelling types will be discouraged.

Policy R-12

It shall be a policy of Council to, on lands outside of the Limited Residential Designation, support and give preference to residential proposals that either consist of a mixture of dwelling types or will contribute to a mixture of dwelling types in the neighbourhood.

4.2.11 Engaged and Informed Residents

Council recognizes that public participation is a key component of the planning process. In order for a public participation process to be truly effective it is important that residents understand the development application process, that they are aware of ongoing development activity within the community, and that they are welcome to participate in the process.

Policy R-13

It shall be a policy of Council to adopt a public participation process that is designed to engage residents in the planning process and inform them about development applications in their community.

4.2.12 Adequate and Affordable Housing

All communities are characterized by disparity of wealth, but a sustainable community concerns itself with ensuring that the basic needs of all are met. Shelter is one such need. Although it is difficult to gauge at any given time the number of citizens who are experiencing inadequate housing, certain community groups, including several churches, make it their concern to assess on-going need. Adequate housing means shelter that is habitable and structurally sound, and that provides sufficient space and protection against cold, damp, heat, rain, wind, noise, pollution and other threats to health.

Affordable housing is any option available to an individual(s) or family at a cost that does not compromise their ability to meet other basic needs, including food, clothing and access to education. While Council does not develop housing, it approves development that meets the requirements of its Municipal Planning Strategy and Land Use By-law. Along with encouraging a variety of housing choices and types, it is desirable for affordable housing to represent a proportion of overall residential development. The Nova Scotia Department of Community Services offers a series of incentives for developers and landlords in this regard.

Policy R-14

It shall be a policy of Council to be aware of the shelter needs of citizens without adequate housing and to collaborate with concerned community groups to meet these needs as they arise.

Policy R-15

It shall be a policy of Council to encourage residential development in Truro that includes affordable housing units.

4.3 Limited Residential Designation

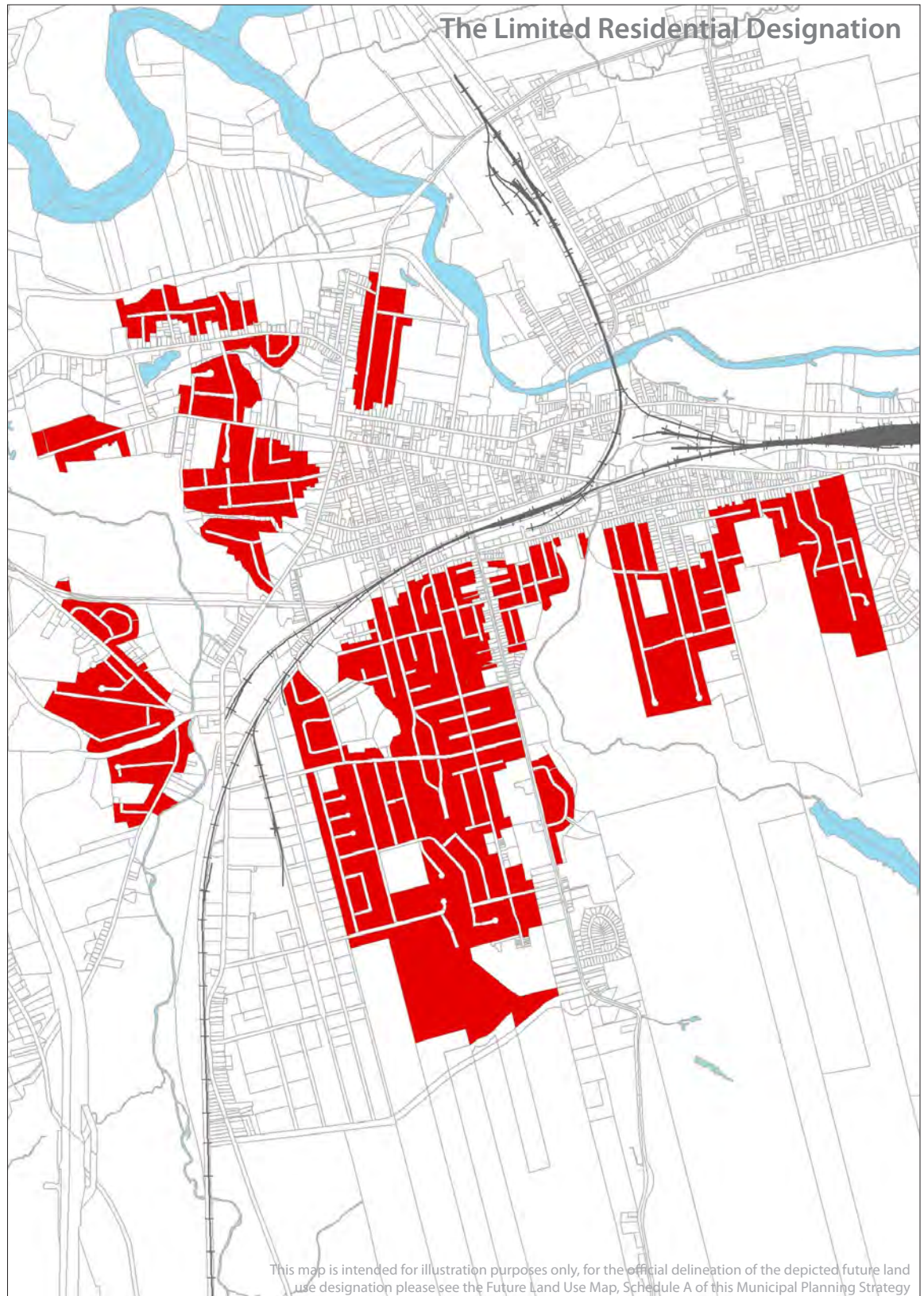
4.3.1 The Limited Residential Designation

Residential areas outside of Truro’s downtown core consist mostly of post-war and more recent housing developments that are primarily owner-occupied dwellings. These neighbourhoods tend to be more intact with homes less likely to have been split up into multiple units, converted into other uses, or redeveloped. These areas also tend to foster a sense of “neighbourhood” that comes from having resident land owners with a vested interest in a quiet, attractive, and stable residential environment where the value of their real estate investment can grow. Many residents in these areas regard multiple unit developments and other more intensive land uses as incompatible with their vision of neighbourhood. Multiple unit developments, they argue, generally do not contribute to a sense of community and often have negative land use impacts such as traffic, noise, and intrusive lighting.

From a community sustainability perspective, a typical residential subdivision consisting entirely of single unit dwellings has a number of significant drawbacks. These developments do not usually make efficient use of land and services, they perpetuate social stratification, and are particularly reliant on the private automobile. Nevertheless, there is a market for homes in stable post-war subdivisions where housing is predominantly owner-occupied and residents share a common vision for their neighbourhood. Ignoring this demand and adopting policies that favour only mixed use development would drive this type of

Typical residential subdivisions consisting of single unit dwellings are not a sustainable form of development





development outside of the Town's boundaries. Not only would this lead to urban sprawl on a regional level, it would also deny the Town the benefits associated with new residential development and increased population. This would have a negative impact on the economic sustainability of the community.

The Town is mindful of the drawbacks associated with traditional single unit residential developments and it is Council's intention that preference be given to mixed use developments that place more emphasis on environmental and cultural sustainability. However, it is also Council's intention to recognize that new single and two unit residential developments need to be accommodated to some extent and, where they exist today, afforded some degree of stability.

The Town has created the Limited Residential Designation in order to provide the level of predictability and stability that many property owners seek when it comes to property values and the quiet enjoyment of their lands. This Designation is intended to apply to existing neighbourhoods and vacant lands which the Town wants reserved for less intensive land uses such as single and two unit dwellings. In order to ensure that these neighbourhoods are afforded protection from potentially incompatible development on abutting vacant lands, the Limited Residential Designation may also be applied to vacant lands adjacent to these existing neighbourhoods. New multiple unit and other more intensive residential development is not permitted within this designation. This designation shall apply to most of the developed residential areas outside of the downtown core and a large area of vacant land to the south of Upham Drive. The Limited Residential Designation also applies to other vacant lands off Wood Street and McLean Street excluding vacant lands within the Lepper Brook Watershed.

Policy R-16

It shall be a policy of Council to establish the Limited Residential Designation on the Town's Future Land Use Map. This designation is intended to apply to existing neighbourhoods and vacant lands within the Town that are to be reserved primarily for low intensity residential land uses such as single and two unit dwellings.

The Town will ensure that demand for single and two unit developments are accommodated within the Town to help prevent urban sprawl on a regional level.

4.3.2 Single Unit Residential (R1) Zone

Within the Town there are residential areas which may be considered identifiable neighbourhoods where there exists a certain degree of land use homogeneity. These neighbourhoods typically consist of owner occupied single detached dwellings where individuals have considerable investments in their properties. The intent of this strategy is to foster a degree of stability within these neighbourhoods by limiting the range of permitted uses to and by restricting the intensity and scale of new development. By applying the appropriate zone based on existing land use to these neighbourhoods, this objective should be achieved.



R1 Zone designed to create a stable residential environment where residents feel secure about their real estate investments.

Accessory units permitted in existing dwellings.

The Single Unit Residential (R1) Zone is not intended to be completely inflexible and limited to single unit dwellings only. To accommodate an aging population and allow for more housing opportunities, the R1 Zone will also permit the conversion of a single unit dwelling to include an accessory dwelling unit. To ensure that the character of existing neighbourhoods is preserved, a second dwelling unit will only be permitted where there are no significant changes to the exterior of the proposed building. Also, accessory dwelling units will only be permitted as a conversion of a single detached dwelling that was in existence at the time the Land Use By-law was adopted. This will eliminate the occurrence of purpose built semi-detached dwellings in the R1 Zone.

Policy R-17

It shall be a policy of Council to establish the Single Unit Residential (R1) Zone and apply this zone to those areas that consist primarily of single detached dwellings and vacant lands identified as suitable for this type of development.

Policy R-18

It shall be a policy of Council to permit single unit dwellings, accessory uses, open space uses and a limited range of home based business uses in the Single Unit Residential (R1) Zone.

Policy R-19

It shall be a policy of Council to maintain a low intensity residential character in existing and potential single unit residential neighbourhoods in the Single Unit Residential (R1) Zone through minimum lot sizes, frontage requirements, setback requirements, maximum lot coverages, and height restrictions.

Policy R-20

It shall be a policy of Council to permit the conversion of an existing dwelling in the Single Unit Residential (R1) Zone to provide one additional dwelling unit subject to certain requirements designed to maintain the appearance of a single detached dwelling and minimize impact on adjacent land uses and the surrounding neighbourhood.

4.3.3 Two Unit Residential (R2) Zone

This zone will permit semi-detached, duplex construction, and two-unit conversions in addition to R1 Zone uses. These dwelling types are generally more efficient than single unit dwellings in terms of land consumption and service utilization. Two unit dwellings offer an affordable alternative to the single family home and when properly designed are mixed together with other dwelling types to form a residential subdivision, these dwellings can be attractive additions to a community and a streetscape. Two-unit conversions of existing single unit dwellings will be subject to special requirements designed to preserve the appearance of a single detached dwelling and minimize impact on the surrounding properties.

Policy R-21

It shall be a policy of Council to establish a Two Unit Residential (R2) Zone in those areas where the predominant land use is two unit dwellings or where the development of two unit dwellings is anticipated.

Policy R-22

It shall be a policy of Council to permit low intensity residential uses such as single and two unit dwellings in the Two Unit Residential (R2) Zone and allow a range of home based business uses, day-care centres, accessory uses, open space uses, and a limited range of commercial uses provided the primary use is residential.

Policy R-23

It shall be a policy of Council to permit up to two dwelling units per lot in the Two Unit Residential (R2) Zone including the conversion of an existing dwelling to provide one additional dwelling unit subject to certain requirements designed to maintain the appearance of a single detached dwelling and minimize impact on adjacent land uses and the surrounding neighbourhood.

Policy R-24

It shall be a policy of Council to maintain a low intensity residential character in existing and potential single and two unit residential neighbourhoods in the Two Unit Residential (R2) Zone through minimum lot sizes, frontage requirements, setback requirements, and height restrictions.

Policy R-25

It shall be a policy of Council to require that residential subdivisions in the Two Unit Residential (R2) Zone consist of a mixture of single and two unit dwellings rather than consist entirely of two unit dwellings.

4.3.4 Rezoning from the R1 Zone to the R2 Zone

Rezoning from the Single Unit Residential (R1) Zone to the Two Unit Residential (R2) Zone may be considered, but only where the lot in question abuts the desired zone. This will allow for limited flexibility and expansion of the housing stock in a controlled and orderly manner. However, the 'creeping' of the R2 Zone into a R1 Zone on a large scale will not be permitted.

Council may consider applications to rezone large parcels of land in the Low Density Residential Designation to the Two Unit Residential (R2) Zone but Council wants to ensure that the resulting development ensures a high quality of life for its residents. Developments that consist entirely of semi-detached dwellings often result in streetscapes dominated by driveways, cars, and utility lines. There is a tendency by developers to repeatedly use the same building design and materials creating a neighbourhood that feels



Two unit dwellings are to be permitted but a mixture of dwelling types is preferred over a development consisting entirely of semi-detached dwellings

more like a housing project than a community of individual homes. When considering applications to rezone lands from the Single Unit Residential (R1) Zone to the Two Unit Residential (R2) Zone Council shall favour those proposals that include an appropriate mixture of residential dwelling types. In instances where there are compatibility issues with neighbouring single family neighbourhoods, Council may require that large development proposals that include a high percentage of two unit dwellings or two unit dwellings near an R1 Zone be considered only by development agreement.

Policy R-26

It shall be a policy of Council to permit parcels of land under 2.0 hectares (4.9 acres) in the Limited Residential Designation to rezone to the Two Unit Residential (R2) Zone provided that:

- a) the lands abut the Two Unit Residential (R2) Zone;
- b) the abutting lands were zoned Two Unit Residential (R2) at the time of the adoption of this strategy and its Land Use By-law; and
- c) the proposal satisfies the evaluative criteria for land use by-law amendments outlined in Part 10: Implementation of this Strategy.

Policy R-27

It shall be a policy of Council to consider rezoning lands in the Limited Residential Designation with an area equal to or greater than 2.0 hectares (4.9 acres) to the Two Unit Residential (R2) Zone provided that:

- a) the proposed development consists of a mixture of both single unit dwellings and two unit dwellings;
- b) lands within 30 metres (100 feet) of a Single Unit Residential (R1) Zone are not included in the area to be rezoned;
- c) the land abuts an Arterial or Collector street as shown on the Transportation Map; or
- d) the Town's Traffic Authority is satisfied that the street network is capable of safely and effectively handling any traffic generated by the proposed development; and
- e) the proposal satisfies the evaluative criteria for land use by-law amendments outlined in Part 10: Implementation of this Strategy.

Policy R-28

It shall be a policy of Council to consider developments that would normally be permitted by rezoning in accordance with Policy R-27 by development agreement, subject to the evaluative criteria for development agreements and amendment applications as outlined in Part 11: Implementation of this Strategy, where:

- a) the proposed development includes less than 30 percent single unit dwellings; or
- b) the proposed development includes two unit dwellings within 30 metres (100 feet) of a Single Unit Residential (R1) Zone.

4.4 General Residential Designation

4.4.1 The General Residential Designation

The previous Planning Documents had just two residential land use designations outside of the downtown core: the Low Density Designation and the Medium to High Density Designation. Despite their names, both of these Designations permitted a range of densities and dwelling types and relatively high density residential developments were permitted in certain areas of the Low Density Designation by development agreement. This disconnect between the name of the Designation and the type of development permitted proved to be disconcerting to many residents.

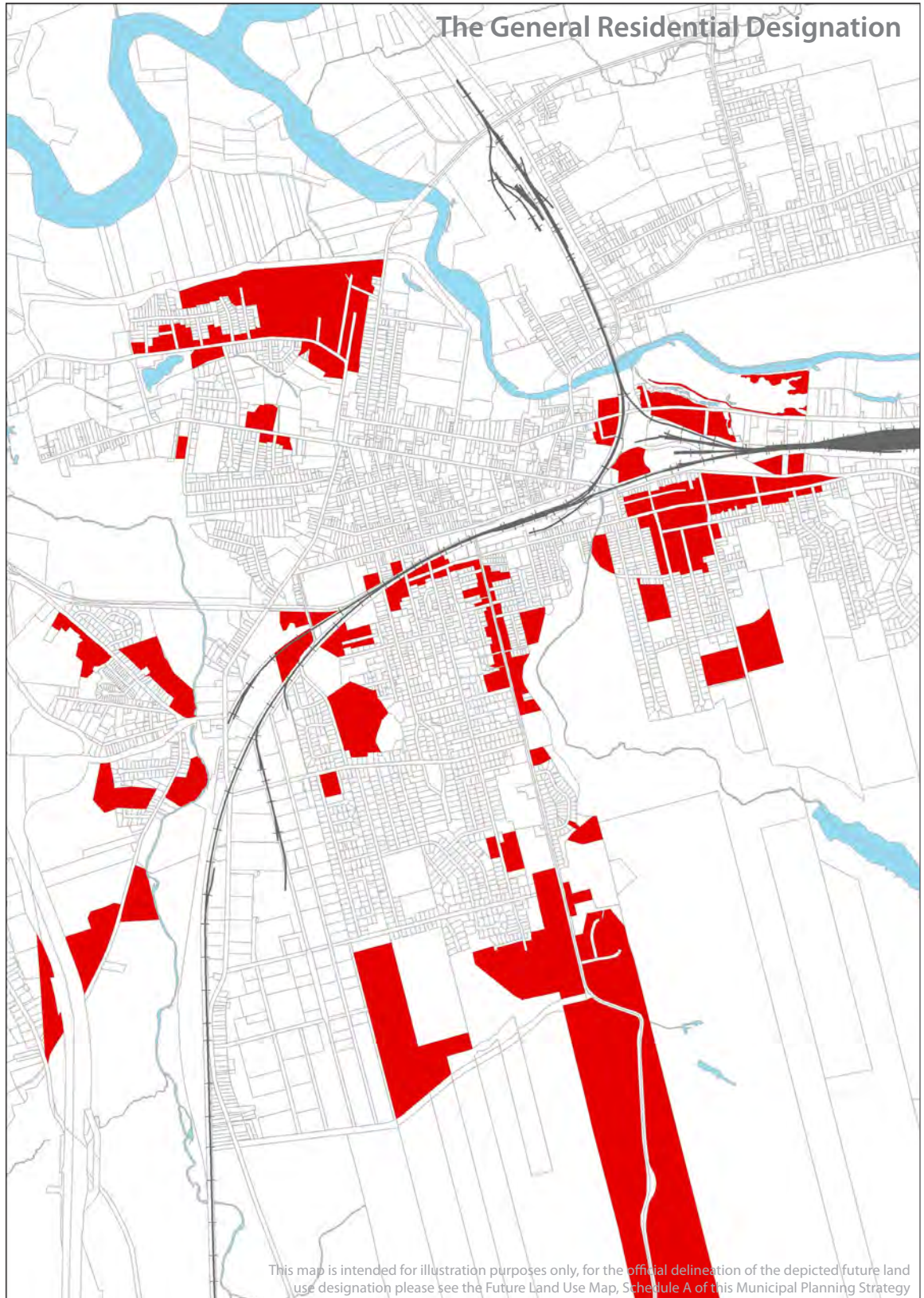
The Limited Residential Designation, which was discussed in the previous section, was created as part of the Town's efforts to create more stable residential neighbourhoods and ensure a greater level of predictability when it comes to residential development. Although single and two unit dwellings are covered by the Limited Residential Designation, Council recognizes that there is a need to set aside other areas of Town in order to accommodate different types of dwelling units. More intensive residential developments are desirable because they utilize municipal services more efficiently and cost-effectively than lower intensity uses and often provide an opportunity for more affordable housing. The Town is interested in having more intensive residential uses in the downtown area and this will be discussed in the next section. There is also demand for other forms of housing and more intensive residential uses in areas outside of the downtown.

General Residential Designation is intended to apply to lands outside of the downtown core and away from established single unit neighbourhoods where Council can consider a wide range of residential development proposals

Council wants to accommodate more intensive residential uses in areas where the potential for land use conflicts is minimal, where there is vacant land available, and where the infrastructure is in place to handle new development. Council has created the General Residential Designation partly to recognize existing intensive residential land uses but also to set aside areas outside of the downtown which are better suited for a wider range of dwelling types. This includes vacant areas of land on Lower



Truro Road, James Street, Kaulback Street, Marshland Drive, and Young Street, south of Glenwood Drive. This designation also applies to existing developed areas on the periphery of established residential areas where redevelopment and intensification is desirable. This would include lands on Brunswick Street, Queen Street, Robie Street, and Young Street north of Glenwood Drive. Other areas that have been included in the General Residential Designation include large multiple unit projects, areas with concentrations of multiple unit development, and vacant pockets of land with the ability to handle more intensive residential development.



It is Council's intention that the General Residential Designation allow less intensive residential uses as-of-right but that Council have the discretion to permit more intensive residential land uses through a planning application process. Since Council is concerned about the potential impact that this type of development may have on surrounding homes, the Town intends to permit more intensive residential uses such as mini-home parks and large multiple unit developments by development agreement only where land use conflict issues have been addressed.

Policy R-29

It shall be a policy of Council to establish the General Residential Designation on the Town's Future Land Use Map. This designation is intended to apply to lands suitable for residential development or redevelopment projects outside of the Downtown area and not situated within the Limited Residential Designation.



4.4.2 General Residential (R3) Zone

The General Residential (R3) Zone will permit residential uses such as single and two unit dwellings. The R3 Zone is also intended to place fewer restrictions on home based businesses when compared to the Single Unit Residential (R1) or Two Unit Residential (R2) Zones and it is meant to allow a wider range of uses such as day care centres, bed & breakfasts, and residential care facilities.

R3 Zone to permit R1 and R2 Zone uses but allow more intensive residential uses by development agreement or rezoning.

Policy R-30

It shall be a policy of Council to establish the General Residential (R3) Zone which will permit un-intensive residential uses such as single and two unit dwellings and allow a range of home based business uses, day-care centres, accessory uses, open space uses and a limited range of commercial uses provided the primary use is residential.

Policy R-31

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions in the General Residential (R3) Zone to ensure the orderly development of single and two unit residential dwellings.

4.4.3 Multiple Unit Residential (R4) Zone

The Multiple Unit Residential (R4) Zone will recognize existing multiple unit residential developments and permit limited expansions provided the zone requirements can be met. The R4 Zone will permit less intensive residential uses such as single and two unit dwellings and will permit multiple unit development up to four units as-of-right. The R4 Zone will not permit the as-of-right development of new multiple unit proposals with more than four units. This type of development will only be permitted by development agreement and only if the lands are situated in the General Residential Land Use Designation.

R4 Zone intended to recognize existing multiple unit developments.

In adopting this strategy, Council is aware that a number of multiple unit residential development currently exists outside of the General Residential Designation. In most cases these developments will be zoned R4 to reflect the existing use rather than make these uses non-conforming. To protect abutting properties, however, such zones are to be limited to the lot on which they existed at the adoption of this strategy and only limited expansions to existing multiple unit residential uses will be permitted.

Policy R-32

It shall be a policy of Council to establish the Multiple Unit Residential (R4) zone and apply it to existing multiple unit developments outside of the Downtown area.

Policy R-33

It shall be a policy of Council to permit single unit dwellings, two unit dwellings, conversions, townhouses and other multiple unit dwellings with up to four units as-of-right in the Multiple Unit Residential (R4) Zone.

Policy R-34

It shall be a policy of Council to recognize existing multiple unit developments in low density areas by applying appropriate zoning provided that:

- a) such uses are determined by Council to have lawfully existed prior to October 1, 1992; and
- b) such zones are limited to the lot on which the use is determined to exist.

Policy R-35

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, height restrictions, amenity space requirements, and landscaping requirements for the Multiple Unit Residential (R4) Zone in order to ensure a high quality of life for residents, both in the R4 Zone development and on adjacent properties.

Policy R-36

It shall be a policy of Council to permit expansions to existing multiple unit residential uses in the Multiple Unit Residential (R4) Zone only by development agreement except for minor increases in floor area and/or minor increases in the number of units.

4.4.4 New Multiple Unit Dwellings

Multiple unit developments are considered intensive land uses and as such will require additional approvals to ensure that the proposed building makes a positive contribution to the Town's built environments, with particular emphasis on the building's architecture and relationship with surrounding properties and public spaces. Multiple unit residential developments will be permitted only by development agreement anywhere in the General Residential Land Use Designation.



Policy R-37

It shall be a policy of Council to consider multiple unit residential developments in the General Residential Designation by development agreement.

Policy R-38

When considering multiple unit residential development proposals in the General Residential Designation pursuant to Policy R-37, it shall be a policy of Council to require the following:

- a) that the proposal be reviewed using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) that the proposal be compatible with adjacent uses in terms of height, bulk, scale, and lot coverage;
- c) that the proposal be compatible with adjacent uses in terms of architectural design, including roof pitch, roof type, materials, and fenestration;
- d) that the proposal does not detract from an established or developing streetscape by significantly varying from the typical height and setback of abutting structures or by having a building that is oriented away from the street;
- e) that the parking area be suitably landscaped or fenced and situated where it will not be readily visible from neighbouring properties and the public right-of-way;
- f) that suitable recreational space is available for use by residents of the development; and
- g) that the proposal contribute to a mixture of dwelling types in the neighbourhood as a whole.

New Multiple unit proposals will require a development agreement .

4.4.5 Mini-Home Residential (R5) Zone

Mini homes are an affordable form of housing that are popular choices for senior citizens, young people, and empty-nesters. Mini-homes are an affordable home ownership option for many people since they are typically less costly to purchase and less costly to maintain than other housing choices. There are currently very few mini-home parks in Truro aside from a modern mini-home development off Young Street and an older development off



East Queen Street. The existing mini-home park off Young Street is a high quality development with owner occupied homes on individual lots. This is the type of development the Town wishes to encourage. The Mini-Home Residential (R5) Zone has been established to recognize the existing development on Empire Loop which is situated off Young Street near the Truro Junior High. The Town wishes to discourage any further mini-home park developments like the park off East Queen Street -- which includes several mini-homes on one lot. This “trailer park” will be considered a legal non-conforming use and will not be included in the R5 Zone. Rezoning to the Mini-home Residential (R5) Zone are not permitted. This zone is intended to apply only to mini-home parks that have been created through a development agreement process.

Policy R-39

It shall be a policy of Council to establish the Mini-Home Residential (R5) Zone and apply it to the existing mini-home park on Young Street in the vicinity of the Truro Junior High.

Policy R-40

It shall be a policy of Council to permit mini-homes, accessory uses, open space uses and low intensity residential uses within the R5 Zone.

Policy R-41

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Mini-Home Residential (R5) Zone in order to ensure a high quality of life for residents, both in the mini-home park development and on adjacent properties.

Policy R-42

It shall be a policy of Council to not permit any rezonings to the R5 Zone except in the case of lands that are subject to a development agreement approved pursuant to Policy R-36.

4.4.6 New Mini-Home Development

The Town wishes to provide for mini-home housing by permitting the creation of mini-home parks. Mini-homes are not well suited for inclusion in residential neighbourhoods outside of a mini-home park due to their unusual length to width ratio which does not complement more traditional style homes. Mini-homes, therefore, are only permitted in mini-home parks. The creation of a new mini-home park or expansion of an existing park is only permitted in the General Residential Designation and only by development agreement. The placement of regulatory controls on the establishment of parks is important in ensuring that they are an attractive, well-maintained and accepted place to live. New mini-home parks are expected to conform to the Mini-Home Residential (R5) Zone requirements although Council may choose to vary from these requirements as part of a development agreement process.

New Mini-Home Parks will require a development agreement

Policy R-43

It shall be a policy of Council to consider development of mini-home parks in the General Residential Designation by development agreement only.

Policy R-44

When considering mini-home park development proposals it shall be a policy of Council to require the following:

- a) that the proposal be reviewed using the evaluative criteria for development agreements as outlined in Part 10: Implementation of this Strategy;
- b) that the development be located on a lot of not less than 1.5 hectares (3.7 acres);
- c) that the development abut or have independent access to a collector or arterial road as indicated on the Transportation Map of this strategy;
- d) that any negative impact on abutting low density residential uses be effectively mitigated through landscaping elements and appropriate setbacks;
- e) that the proposal include recreational open space suitable for use by residents of the development; and
- f) that the Mini-Home Residential (R5) Zone requirements be used as a guide when considering lot requirements and amenity space requirements except where these requirements are contrary to this Policy.

4.4.7 Local Commercial (C3) Zone Uses

The Town is frequently approached with proposals to operate home based businesses or to expand existing home based business. Occasionally, the proposal conforms to most of the home based business policies but does not meet the normal requirements such as the square footage limit or the proposal does not comply because it includes a retail component. In order to consider these proposals and evaluate them based on their potential land use impacts, Council will permit rezonings to the Local Commercial (C3) Zone. To minimize potential land use conflicts with stable residential neighbourhoods, rezonings to the C3 Zone will not be considered in the Limited, Downtown, or Rural Residential Designations.

C3 Zone to accommodate limited commercial uses in the General Residential Designation by rezoning or Development Agreement

Policy R-45

It shall be a policy of Council to consider, in the General Residential Designation, a limited range of non-intensive commercial uses such as offices, professional services, personal service shops, and artist studios that exceed the home based business requirements by rezoning to the Local Commercial (C3) Zone.

Policy R-46

When considering applications to rezone lands to the Local Commercial (C3) Zone in accordance with Policy R-45, it shall be a policy of Council to:

- a) require that the proposal be reviewed using the evaluative criteria for rezonings as outlined in Part 10: Implementation of this Strategy;
- b) require that the applicant submit a detailed site plan drawn to scale that identifies the location of any parking, landscaping, and signage; and
- c) require that the applicant submit a detailed floor plan drawn to scale that illustrates the interior layout and floor area of the proposed business.

Policy R-47

It shall be a policy of Council to consider a limited range of more intensive uses such as convenience stores by concurrent rezoning and development agreement applications in accordance with Policy C-45.

4.4.8 Commercial Uses in Multiple Unit Developments

In larger multiple unit residential developments there is occasionally a demand for personal service shops or convenience stores to locate within the development. Council wishes to accommodate this type of development in a limited fashion in order to ensure that the primary use of the development remains residential and to ensure that the proposed commercial use does not generate any land use conflicts with neighbouring residential uses.

Policy R-48

It shall be a policy of Council to permit a limited range of non-intensive commercial uses within a new multiple unit residential development in the General Residential Designation provided:

- a) the use is considered as part of a development agreement application for a new or expanded multiple unit residential development in the General Residential Designation;
- b) the commercial use is clearly secondary to the residential use of the property;
- c) the commercial use is limited to low intensity commercial uses such as personal service shops or convenience stores;
- d) dedicated parking is available for the proposed use; and
- e) signage is consistent with the regulations for signage in residential zones;

4.5 Downtown Residential Designation

4.5.1 The Downtown Residential Designation

Nowhere in Truro has residential development been more contentious and complex than in the Downtown area. There are a number of stakeholders in the Downtown including the residents, the Town's Heritage Advisory Committee (HAC), developers, and the Town itself. Each of these groups has legitimate, but sometimes conflicting, ideas about how development should take place within the Downtown.

The previous planning documents contained several pages of policies and several different designations in an attempt to address the issues related to development in the Downtown area. In an effort to clarify the regulations and policies that relate to the Downtown, the Town has created the Downtown Residential Designation. This designation will include

all residential areas within and adjacent to the area defined by Arthur Street, Willow Street, Queen Street, Walker Street, and the Esplanade. Primarily commercial areas along Prince Street and the Esplanade are not included in this designation. Residential development in these areas are covered in Part 5, Commercial Policies.

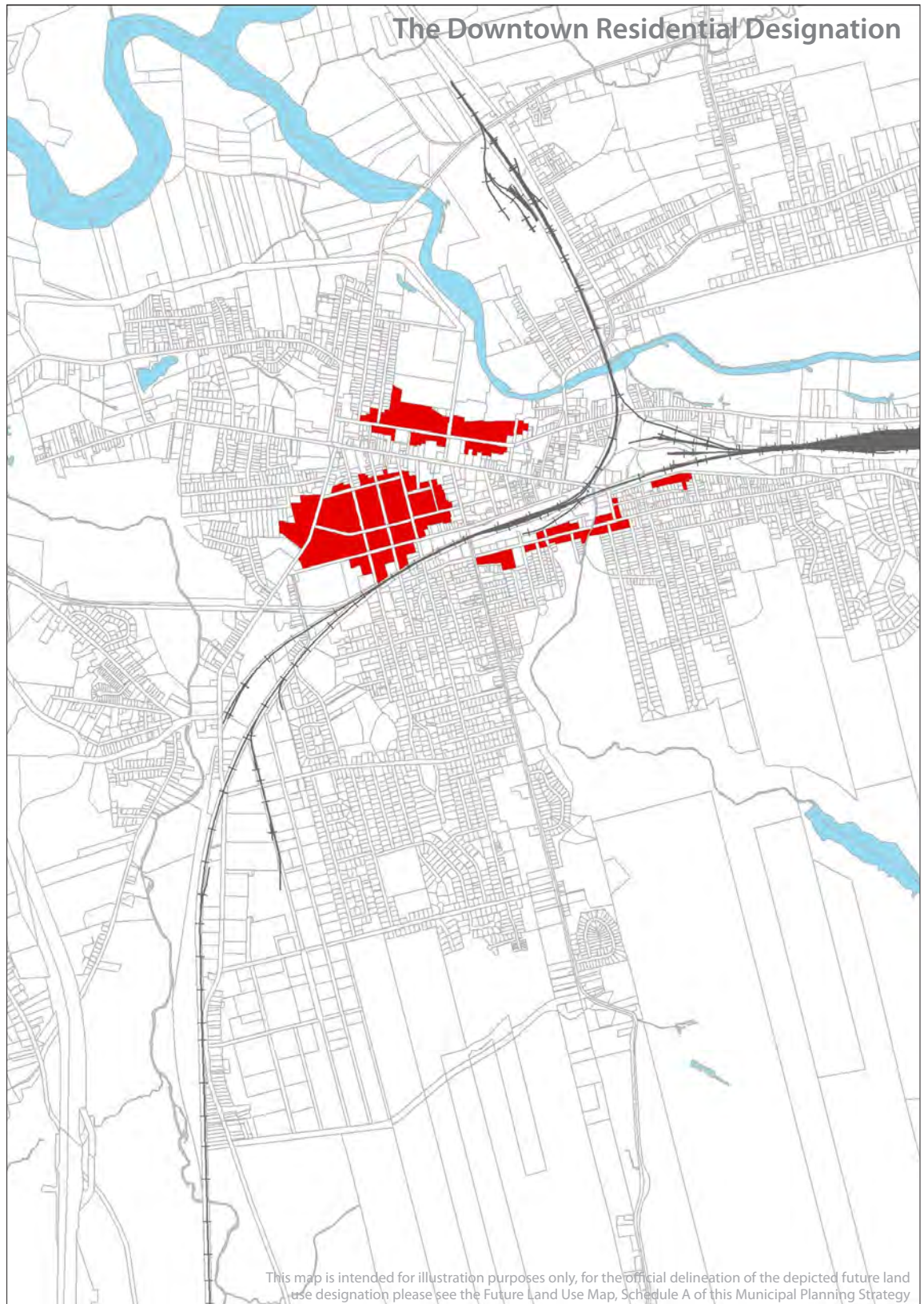
A common concern raised during the 'Truro Have Your Say' public participation process was the lack of effective architectural controls in the heritage districts to preserve the character of these areas. To address this issue, Council has adopted design standards that will apply to all development within the Downtown Residential Designation. These design standards are based on those found in Truro's Heritage District Plan and By-law. They will ensure that all new development contributes to the Town's efforts to enhance and preserve its heritage architecture.

The Town wants to conserve existing heritage homes and neighbourhoods while accommodating context sensitive redevelopment where appropriate.



Policy R-49

It shall be a policy of Council to establish the Downtown Residential Designation on the Town's Future Land Use Map. This designation is intended to apply to residential properties within and adjacent to the area defined by Arthur Street, Willow Street, Queen Street, Walker Street, and the Esplanade. The Downtown Residential Designation will also apply to Brunswick Street west of Cottage Street and East Prince Street west of Wood Street.



4.5.2 Downtown Residential Architectural Design Requirements

Most of Truro's Registered Heritage Properties and the Town's three Heritage Districts are situated within the Downtown Residential Designation. In order to ensure that this heritage resource is preserved, Council is determined to maintain the integrity of the residential neighbourhoods requiring that any new structures complement the architectural style of nearby heritage properties and contribute to the development, conservation, and enhancement of downtown heritage streetscapes.

*New Architectural
Design Requirements for
development within the
Downtown Residential
Designation*

Policy R-50

It shall be a policy of Council to establish Architectural Design Requirements for the Downtown Residential Designation and require that all new development and conversions conform to these standards and that these standards be considered as part of any development agreement application process.

4.5.3 Residential Heritage

The Downtown area contains some of the most historically significant properties in the Town including some very fine examples of Victorian and Edwardian architecture. In earlier versions of the Municipal Planning Strategy there were no mandatory heritage provisions. Instead, Council was to consider architecture as one variable when permitting higher residential densities and business uses. Nonetheless, further erosion of the heritage resources continued in the area, particularly where properties were being renovated outside of the development agreement process.



This strategy intends to further strengthen heritage provisions. In addition to being a consideration under the development agreement process, the Land Use By-law will include urban design standards which will incorporate architectural standards that are designed to complement and enhance heritage architecture. These urban design standards will apply to as-of-right development and will also be considered as part of any development agreement process.

Policy R-51

It shall be a policy of Council to require that all conversions and new construction within the Downtown Residential Designation maintain the integrity of the surrounding residential neighbourhoods and that any new structures complement the architectural style of nearby heritage properties and contribute to the development, preservation, and enhancement of downtown heritage streetscapes.

Policy R-52

It shall be a policy of Council to forward development agreement proposals within the Downtown Residential Designation to the Heritage Advisory Committee for review and recommendation.

Policy R-53

It shall be a policy of Council to take into consideration advice from the Heritage Advisory Committee on the following matters when evaluating a development agreement proposal in the Downtown Residential Designation that involves any exterior structural alterations, new signage, new parking, lighting, or landscaping:

- a) the proposal's architectural design and its compatibility with heritage architectural styles found in the neighbourhood;
- b) the compatibility of the proposal with any abutting heritage properties in terms of its height, bulk, and scale;
- c) the impact of the proposal on any heritage streetscape;
- d) the location of any proposed parking areas and how well they are screened from neighbouring properties and from the street; and
- e) the suitability of any signage, lighting, fencing, or landscaping elements in terms of their impact on any abutting heritage properties or any heritage streetscape.

R6 Zone to permit mixture of residential and commercial uses and to accommodate context sensitive redevelopment and infill projects

4.5.4 Mixed Use Residential (R6) Zone

The Mixed Use Residential (R6) Zone is intended to encompass predominantly residential portions of Arthur Street, Queen Street west of Walker Street, Brunswick Street west of Cottage Street, and East Prince Street west of Wood Street. These properties are situated on the major traffic routes into the downtown commercial area and are highly visible

properties with potential for commercial uses. However, it is Council's intent that any commercial use of these lands be limited in nature in order to preserve the residential character of these neighbourhoods.

The R6 Zone is designed to provide a live-work option for local artists, craftspeople, and home based businesses that require a limited retail component. The R6 Zone is also intended to permit a limited range of non-residential uses such as office and professional uses, personal service shops, small restaurants, day care centres, and other uses that can be accommodated within a residential style structure while still maintaining the residential character of the property.



The R6 Zone is also intended to apply to Downtown residential areas that have been subjected to extensive redevelopment, conversions, demolitions, and where the housing stock is in need of revitalization. Council wishes to encourage reinvestment in these properties and it is recognized that a range of development opportunities should be available to ensure that investment in these properties is a viable and attractive option. However, it is important that the development of these lands does not have a negative impact on the integrity of the surrounding residential neighbourhoods and that any new structures contribute to the development, preservation, and enhancement of downtown heritage streetscapes.



Policy R-54

It shall be a policy of Council to establish the Mixed Use Residential (R6) Zone and apply it to the following lands within the Downtown Residential Designation:

- a) predominantly residential portions of arterial and collector streets in the Downtown excluding a portion of Willow Street where most homes remain single unit dwellings;
- b) predominantly residential portions of Brunswick Street west of Cottage Street and East Prince Street west of Wood Street;
- c) existing multiple unit developments other than conversions; and
- d) sections of Duke Street and Pleasant Street which consist mainly of converted dwellings.



Policy R-55

Within the R6 Zone, it shall be a policy of Council to permit single unit dwellings, two unit dwellings, two unit conversions, free-hold townhouse units with up to four units, accessory uses, open space uses, and limited non-residential uses such as day care centres, bed & breakfasts, office and professional uses, home based businesses and associated retail.

Policy R-56

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Mixed Use Residential (R6) Zone in order to maintain the traditional residential character of the Downtown area.

Policy R-57

Within the R6 Zone, it shall be a policy of Council to consider multiple unit residential proposals with three or more units by development agreement.

Policy R-58

When considering multiple unit residential proposals in accordance with Policy R-57, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) require that all new construction or expansions to existing structures be designed by an architect licensed to practice in the Province of Nova Scotia;
- c) require the submission of professionally prepared renderings or graphic representations that illustrate how any proposed new construction or expansion will impact abutting properties and the streetscape; and
- d) require that the proposal be forwarded to the Town's Heritage Advisory Committee (HAC) for review and recommendation.

**4.5.5 Heritage Residential (R7) Zone**

The Heritage Residential (R7) Zone is intended to apply to lands within the Town's three heritage districts to preserve the heritage character and sense of neighbourhood that still exists in these remnants of what was a much larger and cohesive downtown residential area.

The R7 Zone will also include other areas of the Downtown that contain groups of heritage homes that together form a streetscape which retains most of its original housing stock. In addition to the three heritage districts, this designation will include portions of Willow Street, Victoria Street, Duke Street, and King Street. The R7 Zone will permit single unit dwellings along with a limited range of conversions and mixed use developments.

Many of the homes in the Downtown area are large structures that are costly to heat and maintain. Consequently, these homes have been attractive as potential conversions into commercial uses or into multiple dwellings. After several years of a policy which favoured residential conversions it has become apparent that this approach has led to a degree of urban decay. While some of these conversions have been maintained, others, especially some of the income properties owned by non-resident landlords, are negatively affecting neighbourhoods. In order to reverse the decline of these downtown neighbourhoods, Council intends to only permit the conversion of single unit dwellings into a maximum of two units. This will still allow homeowners to supplement the cost of maintaining larger homes with an accessory unit. These limited conversions will continue to contribute to the Town's efforts to bring more residents Downtown.

R7 Zone designed to preserve heritage homes and neighbourhoods by prohibiting multiple unit conversions and redevelopment proposals

Other types of conversions have been much more successful in encouraging reinvestment in heritage homes. Dwellings that have been converted for office and professional uses, home based businesses, and other uses such as artisan's studios tend to be some of the best maintained properties in the downtown. Previously, these uses required a development agreement to address landscaping, signage and architectural details. However, with the introduction of the new design standards, these details are already regulated. It is Council's intention that uses such as office and professional uses, personal services, and bed & breakfasts be permitted as-of-right. In addition to these uses and the two unit conversions mentioned earlier, other permitted uses will include single unit dwellings and new two unit dwellings that maintain the look of a single unit dwelling.

Policy R-59

It shall be a policy of Council to establish the Heritage Residential (R7) Zone and apply it to the Town's three heritage districts and other residential areas in the Downtown Residential Designation where the majority of homes are single and two unit dwellings.



Policy R-60

Within the Heritage Residential (R7) Zone, it shall be a policy of Council to permit single unit dwellings, two unit dwellings, two unit conversions, and limited non-residential uses such as bed & breakfasts, office and professional uses, and home based businesses.

Policy R-61

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Heritage Residential (R7) Zone in order to maintain the traditional residential character of the Downtown area.

No rezonings from R7 to R6 will be permitted in order to maintain neighbourhood stability

4.5.6 Rezoning in the Downtown Residential Designation

The purpose of the Heritage Residential (R7) Zone is to preserve heritage neighbourhoods in the Downtown area and provide some stability for residents in these areas. The Mixed Use Residential (R6) Zone, however, allows a wider range of land uses and permits multiple unit developments by development agreement. To ensure that multiple unit developments are not an option in the R7 Zone, it is Council’s intention that properties in the R7 Zone may not be rezoned to the R6 Zone.



Policy R-62

It shall be a policy of Council to not permit rezonings from the Heritage Residential (R7) Zone to the Mixed Use Residential (R6) Zone.

4.5.7 Exemption from Architectural Design Requirements

The Downtown Residential Architectural Design Requirements are a key component of the Town’s efforts to ensure that its architectural heritage is preserved and enhanced by new development. Council is aware that the Design Requirements are a rigid set of controls and there may be occasions where a greater degree of flexibility may be desirable. This flexibility would be intended to accommodate examples of both contemporary and heritage architecture that may not comply with the Town’s Design Requirements but nevertheless would make welcome additions to our historic downtown neighbourhoods. Council acknowledges that strict adherence to the Design Requirements would stifle architectural creativity and not permit the freedom of design that is sometimes necessary to overcome unique site challenges. However, Council is mindful that any such accommodation must not undermine the primary goal of heritage preservation and enhancement. To this end, Council wants to ensure that there is an appropriate and effective evaluation and approval process in place that allows variations from the Design Requirements. The application of this flexibility will only be considered where it can be demonstrated to the satisfaction of the Development Officer that the design of the proposed development will compliment existing heritage architecture and not have a negative impact on a heritage streetscape. In consideration of any exemption from the Design Requirements, the Development Officer shall seek input from the Town’s Heritage Advisory Committee.

Policy R-63

It shall be a policy of Council to allow the Development Officer to permit proposals in the Downtown Residential Designation that do not conform to the Town's Architectural Design Requirements where the Development Officer is satisfied that the proposed development achieves the Town's objectives with respect to heritage preservation and enhancement as outlined in this Municipal Planning Strategy. In considering such a proposal, the Development Officer shall seek the advice and opinion of the Town's Heritage Advisory Committee concerning the following matters:

- a) the proposal's architectural design and its compatibility with heritage architectural styles found in the neighbourhood;
- b) the compatibility of the proposal with any abutting heritage properties in terms of its height, bulk, and scale;
- c) the impact of the proposal on any heritage streetscape;
- d) the location of any proposed parking areas and how well they are screened from neighbouring properties and from the street; and
- e) the suitability of any signage, lighting, fencing, or landscaping elements in terms of their impact on any abutting heritage properties or any heritage streetscape.

Policy R-64

It shall be a policy of Council to require the submission of detailed elevation drawings, a site plan, and any other information that the Development Officer deems necessary to evaluate a development proposal pursuant to Policy R-63.

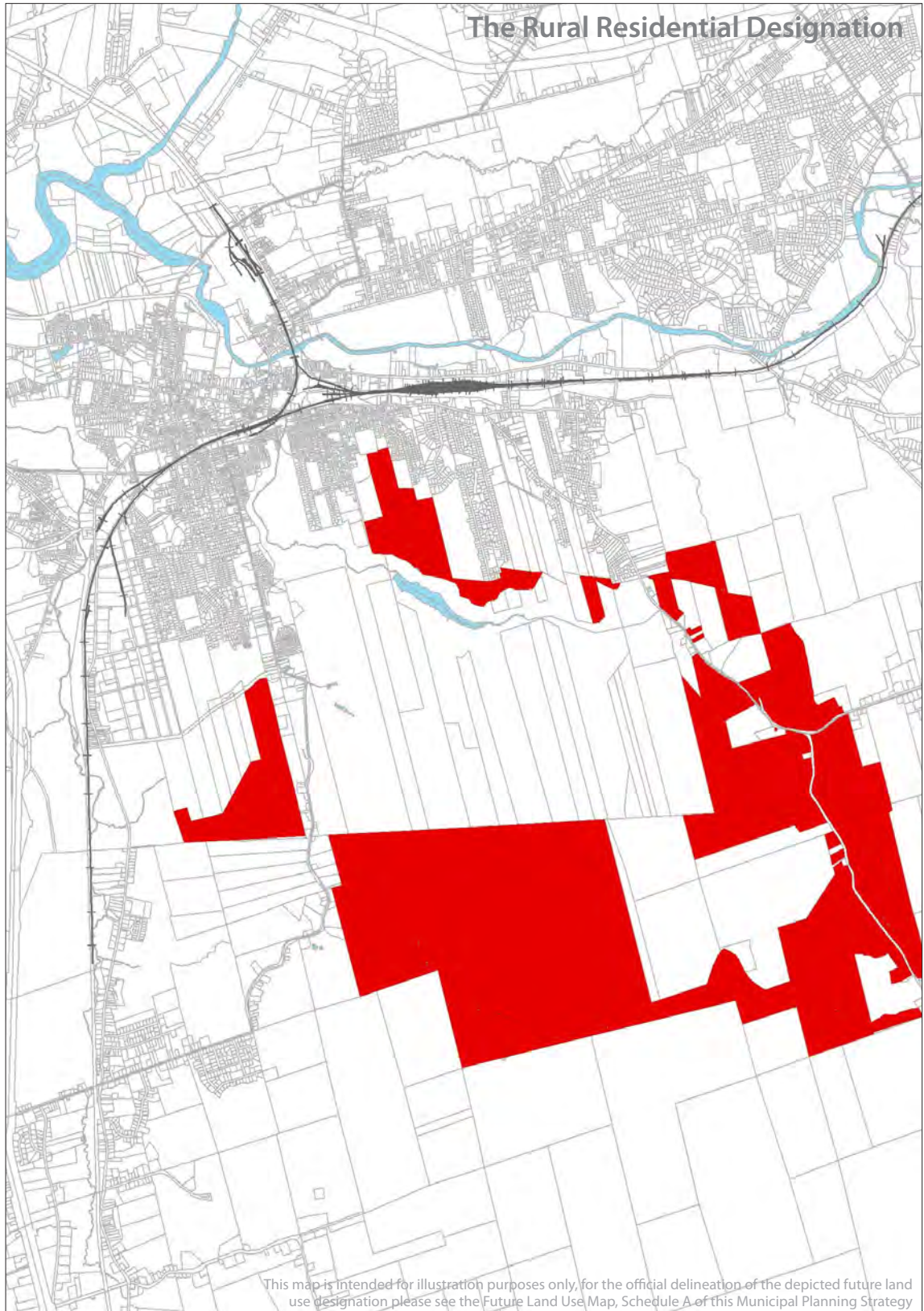
4.6 Rural Residential Designation

4.6.1 The Rural Residential Designation

There are, at present, several large tracts of land in the Town which are not serviced and for which there are no immediate plans for development. Council wants to encourage the orderly development of these lands to accommodate future growth while avoiding costly extensions to municipal infrastructure and services. Council hopes to achieve this by developing the lands closest to the existing built up area first. Lands further removed from existing development and services will be set aside for future growth although some limited -- and unserved -- development may be permitted to occur. The Town has created the Rural Residential Designation to apply to these lands.

Policy R-65

It shall be a policy of Council to establish the Rural Residential Designation on the Town's Future Land Use Map. This designation will apply to lands east of Wood Street and south of Upham Drive that are outside of the serviced area of the community and are intended for future residential development or for unserved residential development. This designation does not include lands within the Lepper Brook Watershed.



4.6.2 Rural Residential (R8) Zone

The objective in establishing a Rural Residential (R8) Zone is to ensure that sporadic development does not occur away from central services and to ensure that large parcels of land are available for future development when services are eventually extended. At the same time, Council is hesitant to zone lands in such a manner as to limit a land owner's ability to develop their lands. Therefore, these unserved areas are provided limited development rights. The R8 Zone will be applied to lands within the Rural Residential Designation that are not situated within the Lepper Brook Watershed. The R8 Zone will permit low intensity residential, agricultural, recreational and institutional uses as well as forestry uses. It will require large lot sizes to ensure that development is low density and that lot sizes are suitable for on-site services.

Policy R-66

It shall be a policy of Council to establish the Rural Residential (R8) Zone and apply it to undeveloped areas of Town which are within the Rural Residential Designation and not currently within range of municipal infrastructure.

Policy R-67

It shall be a policy of Council to permit a range of low intensity residential uses, accessory uses, open space uses, agricultural uses, recreational uses, institutional uses, forestry uses and limited non-residential uses such as kennels, day care centres, and home based businesses within the Rural Residential (R8) Zone.

Policy R-68

It shall be a policy of Council to establish minimum frontage requirements, setback requirements, and height restrictions for the Rural Residential (R8) Zone in order to maintain the rural character of the R8 Zone. Minimum lot sizes will be determined based on provincial specifications respecting on-site servicing.

4.6.3 Watershed Residential (R9) Zone

The Lepper Brook Watershed is the source of the Town's water supply. While the majority of this watershed is municipally owned, there is a substantial quantity of private land, with some low density residential uses in this environmentally sensitive area. The Town has actively been acquiring much of the property within the watershed, but there remain a number of privately held properties along Harmony and Camden Roads within the watershed. The Town will allow only limited development on these properties. The Rural Residential (R8) Zone does not provide adequate land use controls to protect the watershed so the Watershed Residential (R9) Zone is to be established and applied to all privately owned lands with street frontage within the Lepper Brook Watershed. Permitted uses in the R9 Zone will include low intensity residential and recreational uses along with existing agricultural uses.

Policy R-69

It shall be a policy of Council to establish a Watershed Residential (R9) Zone which shall be applied to all vacant privately owned lands with street frontage within the Town watershed. This zone is to be established subject to the Watershed Policies set out in Part 9: Environmental Management of this Strategy.

Policy R-70

It shall be a policy of Council to permit low intensity residential uses, accessory uses, open space uses, existing agricultural uses, forestry uses, recreation uses, and limited non-residential uses such as kennels and home based businesses in the Watershed Residential (R9) Zone.

Policy R-71

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Watershed Residential (R9) Zone in order to preserve the rural character of the R9 Zone and to preserve water quality by limiting the intensity of development within the watershed.

4.6.4 Serviced Development in the Rural Residential Designation

It is anticipated that lands within range of existing services and which have been set aside for residential development will eventually be developed, avoiding the need to expand municipal services into undeveloped areas to accommodate new growth. Council wants to make sure that new development occurs in an orderly manner that makes the most efficient use of existing services and extensions to existing services. Accordingly, Council will require an approval process in order to expand serviced residential development into the Rural Residential Designation, Council will also require that detailed plans be provided for review as a condition of any approvals. In order to protect the Town's water supply, more intensive residential development will not be permitted within the Lepper Brook Watershed.

*Rezoning to the R1 or R2
Zone permitted subject
to extension of municipal
services*

Policy R-72

It shall be a policy of Council to permit lands within the Rural Residential Designation that are zoned Rural Residential (R8) to be rezoned to the Single Unit Residential (R1) or the Two Unit Residential (R2) Zone provided there are plans to extend municipal services into these lands that have been accepted by Town's Engineering & Public Works Department.

Policy R-73

When considering a rezoning application in accordance with Policy R-72, it shall be a policy of Council to review the proposal using the evaluative criteria for rezonings as outlined in Part 11: Implementation of this Strategy.

4.7 Non-Residential Uses

4.7.1 Limited Commercial Uses Permitted

Larger scale business uses are generally not compatible with residential uses. This is usually due to the basic land use characteristics inherent to business uses such as traffic, lighting, noise, litter, signage, and architectural differences. However, certain commercial uses are permitted provided they maintain the residential character of the structure and are not expected to create land use conflicts with neighbouring properties. The types of commercial uses permitted varies depending on the land use designation and policies that indicate where uses such as home based businesses, day care centres, professional offices, and bed and breakfasts are found above under the policies related to each designation.

4.7.2 Home Based Businesses

A home based business is a commercial enterprise operated out of a residential dwelling by an occupant of that residence. Because these uses are permitted in owner occupied dwellings, it is assumed that the owner/operators has a vested interest in maintaining the residential character of the dwelling and the neighbourhood. Home based businesses, therefore, tend to be a good fit in most neighbourhoods provided they are limited in terms of their size and appearance.

Allowing home based businesses is an effective way of supporting local products, local artists and craftspeople, and the local economy. They are also an attractive option for start up businesses as it allows individuals to establish their own business without having to rent expensive commercial space. These uses are generally innocuous and do not disturb the neighbourhood or necessitate any exterior changes to the structure. The range of permitted uses along with details such as area, number of employees, signage, and outdoor display are to be carefully regulated in order to prevent any potential conflict with neighbouring residential uses. Home based businesses are to be permitted in all residential designations although home based businesses in the Downtown Residential designation will be given greater flexibility in order to support a wider range of potential uses.

Policy R-74

It shall be a policy of Council to permit a portion of a single unit dwelling in a residential designations to be used for a home based business or business purposes, subject to restrictions on the type of business, signage, floor area, number of employees and parking requirements.

4.7.3 Bed & Breakfasts

Bed and breakfasts and guest houses are an important means of attracting tourists to a community, particularly one where there is a wealth of heritage homes. These uses are generally unobtrusive and are welcome additions to the community provided some regulations are put in place governing their location and size. Specialized requirements for location and number of rooms will help minimize any potential impacts.

Policy R-75

It shall be a policy of Council to permit bed and breakfasts in single unit dwellings in all residential designations subject to certain restrictions designed to maintain the appearance of a dwelling and minimize impacts on adjacent land uses and the surrounding neighbourhood.

4.7.4 Office & Professional

Office and professional uses have been successfully incorporated into Truro's Downtown residential areas and in many instances have resulted in a much needed reinvestment in an aging historic home. Allowing office and professional uses in residential areas does present a few concerns with respect to parking, traffic, signage, and architectural design. Also, the conversion of a dwelling can sometimes have a negative impact on the identity of the area as a residential neighbourhood, particularly if there are a number of office and professional uses grouped together. There is also a concern that allowing too many office and professional uses to locate in residential areas will lead to vacancies and decline in the traditional Downtown commercial area. Despite these concerns, Council recognizes that office and professional uses can be carefully regulated to make sure they maintain the residential character of the structure. Properly regulated office and professional uses are often a good reuse scenario for historic homes, thereby contributing to community, environmental, and economic sustainability.

Policy R-76

It shall be a policy of Council to permit office and professional uses to locate in throughout the Downtown Residential Designation subject to restrictions on the type of business, floor area, signage, and parking.

4.7.5 Day Care Centres

Day care centres provide an important service to the community and are generally unobtrusive uses aside from their tendency to generate traffic. These uses can be accommodated and land use impacts minimized by ensuring that they are permitted in the more intensive residential zones where potential impacts such as traffic will have a less noticeable impact on the residential character of the neighbourhood.

Policy R-77

It shall be a policy of Council to permit day care centres within the Two Unit Residential (R2), General Residential (R3), Mixed Use Residential (R6), and Rural Residential (R8) Zones subject to requirements relating to traffic management.

4.7.6 Lodging Houses

Lodging houses are generally acceptable uses provided that some regulations are put in place governing their location, particularly with regard to traffic generation, promotion of fire safety, and reduction of noise. Special requirements for location in residential areas will help minimize any potential impacts.

Policy R-78

It shall be a policy of Council to permit lodging houses in the General Residential (R3) and Multiple Unit Residential (R4) Zones, subject to special requirements concerning parking, amenity space, and additions to the existing structure.

4.7.7 Commercial Motor Vehicles in Residential Zones

Commercial vehicles such as semi-trailers, buses, mobile canteens, and taxis are highly visible vehicles that are not compatible with a residential streetscape and can have a significant negative impact on the residential character of a neighbourhood. To protect the integrity, safety, and aesthetic quality of Truro's residential areas, Council wishes to prohibit the parking of commercial motor vehicles in residential zones.

Policy R-79

It shall be a policy of Council to prohibit the parking of commercial motor vehicles in any residential zone.

4.7.8 Outdoor Storage and Display in Residential Zones

The outdoor storage and display of any goods or materials in relation to a home based business or other commercial use is not compatible with a residential streetscape and can have a significant negative impact on the residential character of a neighbourhood. The outdoor storage and display of any goods or materials intended for sale or related to a home based business or other commercial enterprise is prohibited in any residential zone.

Policy R-80

It shall be a policy of Council to prohibit the outdoor storage and display of any goods or materials related to a home based business or other commercial enterprise in any residential zone.

4.7.9 Institutional Uses

Institutional uses such as schools, churches, and residential care facilities are frequently located within residential neighbourhoods and these uses are generally compatible with residential development. Council wishes to continue to allow institutional uses in residential areas but there is a desire for greater control over land use impacts such as traffic, lighting, and noise in the urban areas of Town. Council will, therefore, permit

institutional uses in all residential designations by development agreement with the exception of the Rural Residential Designation. Institutional uses will be permitted as-of-right in the Rural Residential Designation, excluding lands in the Watershed Residential (R9) Zone where they will not be permitted .

Policy R-81

It shall be a policy of Council to permit Institutional (P3) Zone uses in the Limited Residential, General Residential, and Downtown Residential Designations by development agreement. Institutional (P3) Zone uses listed as permitted uses within a specific Residential Zone will not require a development agreement in that Zone.

Policy R-82

When considering a development agreement application in accordance with Policy R-81, it shall be a policy of Council to review the proposal using the evaluative criteria for development agreements as outlined in Part 10: Implementation of this Strategy.

4.7.10 Recreation Uses

Public recreation uses such as parks and playgrounds are generally desirable additions to any neighbourhood and Council wishes to encourage this type of land use. Low intensity recreational land uses such as playgrounds, public open space, and public playing fields or playing courts are to be permitted in any Residential Designation. Recreational (P2) Zone uses such as golf courses or privately operated sports facilities are permitted in the Rural Residential (R8) Zone only.

Policy R-83

It shall be a policy of Council to permit Institutional (P3) Zone uses in the Rural Residential (R8) Zone.

Policy R-84

It shall be a policy of Council to permit low intensity recreational uses such as playgrounds, public open space, and public playing fields or playing courts in any Residential Designation.

Policy R-85

It shall be a policy of Council to permit Recreation (P2) Zone uses in the Rural Residential (R8) Zone.

4.8 Specialized Housing

4.8.1 Community Homes and Residential Care Facilities

The Town recognizes that there is a need for housing options for individuals where institutional living is not appropriate yet living alone or with their family is not in her/his best interest. The Town makes provision for community based living arrangements in a single house keeping unit for those with social, emotional, legal, mental, and/or physical

conditions warranting these arrangements. The home or care facility is developed for the well being of its residents through self-help, professional care, guidance, and supervision that would be unavailable in the resident's own family, an institution or in an independent living situation. These community based living arrangements are licensed, funded, or approved by the Province of Nova Scotia.

Policy R-86

It shall be a policy of Council to permit community homes in all residential zones subject to locational and other special requirements designed to minimize land use conflicts with adjacent uses.

Policy R-87

It shall be a policy of Council to permit residential care facilities in the Two Unit Residential (R2) General Residential (R3) and Multiple Unit Dwelling (R4) Zones subject to locational and other special requirements designed to minimize land use conflicts with adjacent uses.

4.9 Buffering Requirements

4.9.1 Parkland Dedication as a Buffer

Where a residential subdivision abuts a General Commercial or Industrial Designation it is Council's intention that, where appropriate, parkland dedication required as part of the subdivision process be used to create a buffer between the commercial or industrial uses and the residential development.

Policy R-88

When approving a subdivision for residential uses that abuts the General Commercial or Industrial Designation, it shall be a policy of Council to give consideration to parkland dedication that includes lands that will contribute to providing a buffer between the residential development and the industrial or commercial lands. The Town's Recreation Committee shall be consulted to determine if these lands are suitable.

5 • Commercial Policies



Truro is well positioned to take advantage of its central location in the Atlantic Canadian Market.

5.1 Background

5.1.1 Commercial Development in Truro

The Town of Truro has historically been known as the “hub of Nova Scotia” due to its central location in the Province’s network of highways and railroads. Modern transportation infrastructure still converges in the Truro area and the Town is well positioned to take advantage of the Atlantic Canadian market. The Town also acts as the “hub” of business, retail, and service activity for the Colchester region and most of the businesses and services within the Town cater to a regional population.

Commercial development in Truro includes a very busy central business district, mixed use areas in the older residential areas surrounding the Downtown, some strip commercial development along major routes into the Downtown, a few isolated convenience stores, and highway commercial type development consisting of big box stores and a shopping mall. The downtown retail sector experienced a decline during the latter part of the last century with the development of shopping malls and big box stores on the edge of Town, but the Downtown has maintained its position as an important commercial centre. Commercial growth in the Town has been steady but modest over the past five years. However, there have been some significant new commercial projects in the vicinity of the McClures Mills Connector and Exit 13. Interest in this area seems to be linked to nearby construction of a new regional hospital, the Millbrook Power Centre development, and the development of two big box stores off Wade Road.

5.1.2 Policy Context

The commercial development policies found in the 2004 Planning Documents were effective in responding to market demands and accommodating modest commercial growth without creating any significant land use conflicts or issues. The 2004 policies are quite simplistic in their approach and the emphasis was more on accommodating the market more so than on manipulating it to realize community objectives. For example, the plan does not attempt to encourage office and retail downtown by discouraging it elsewhere. The revised policies are designed to allow commercial development to occur, but ensure that it occurs in a manner that will not negatively impact existing development. This accommodating approach to commercial development is necessitated by Truro’s proximity to competing commercial development in both Millbrook and Colchester County. These areas are both actively seeking commercial development within their boundaries and the

In an effort to remain competitive with surrounding communities, the Town’s Commercial Policies are designed to accommodate the market rather than to manipulate it.

Town is reluctant to put itself at a competitive disadvantage by adopting more restrictive land use controls to achieve broader community objectives.

Downtown Truro affords the Town an opportunity to become a little more involved in planning for future commercial development with slightly less concern that affected businesses might move outside of Town. The Downtown caters to businesses that are more at home in a pedestrian oriented ‘downtown’ shopping experience than areas like Millbrook and the County which are dominated by the automobile. The previous Planning Documents had a fairly complex approach to regulating Downtown development that centred around the creation of an Urban and Regional Core Designation. This designation was an attempt to simplify the Town’s approach to regulating development in the Downtown area by grouping all downtown development, including commercial, residential, and mixed use development under one designation. This Urban and Regional Core Designation became overly complex as it was often necessary to refer to the separate residential or commercial sections of the plan in addition to the Urban and Regional Core policies when dealing with a residential or commercial development in the Downtown. Although well intentioned, this was a confusing framework for regulating development. This approach also created the impression that there was little distinction between established Downtown residential neighbourhoods and commercial development. This developed into a contentious issue for Downtown residents who viewed this approach as fostering the transition of the neighbourhood from residential to a more intensive use.

No more “Urban Regional Core” designation in an effort to simplify downtown development regulations

5.1.3 Issues

There has not been a great deal of pressure for commercial development within the built up area of Town. The commercial areas of Truro offer plenty of room for infill projects and there is adequate vacant land on the edge of Town next to Highway 102 for further highway commercial type of development. Demand for new commercial space can easily be accommodated on these lands where there is minimal potential for land use conflicts. The availability of suitable land for commercial development has helped to ensure that there have been few significant land use issues arising from the implementation of the 2004 commercial policies.

There are, however, a few issues to be addressed with respect to commercial development, including parking requirements and the excessive amount of vacant land. Parking regulations have been problematic for new developments in the Downtown, particularly when additional parking is required for a change of use in an existing building. There are many Downtown properties where reuse options are limited because the building covers all or most of the lot and there is no land available for additional parking required by the new use.

Town recognizes it needs to sell off and encourage the redevelopment of Town owned properties in the Downtown

A growing issue facing the Town is the amount of vacant parcels of land in the Downtown. Surplus lands including the old public works site and the hospital site are of particular interest because of their high visibility and suitability for commercial development. Another issue has been the demand for office and professional space and home based businesses in the Downtown residential area. Because this type of development primarily impacts existing residential development, these issues are discussed in detail and addressed in the Residential Policies section of this document.

5.1.4 Approach

The commercial development policies in the 2004 Planning Documents accommodated modest commercial growth without creating any significant land use conflicts. Council recognizes that the effectiveness of these policies and, consequently, the commercial policies found in this Plan borrow heavily from the last Municipal Planning Strategy. These policies will abandon the Urban Regional Core Designation and create land use designations based on standard and recognizable land use classifications, specifically residential and commercial. Although the Downtown area is characterized by a mixture of uses, the residential areas and the commercial areas are quite distinct in terms of their built form and this distinction is recognizable to the general public. Developing a regulatory-framework based distinction will help to preserve the residential character of the Downtown neighbourhoods and provide Downtown residents with a sense of stability.

5.2 Commercial Objectives

5.2.1 Strengthen Role as Regional Centre

The Town's role as a regional centre for Colchester County is well established but the Town cannot take this for granted and must work to maintain and enhance this position. There are efforts to create commercial nodes on the outskirts of Truro and the Town must accommodate commercial growth on Robie Street and in the vicinity of Exit 13 in order to ensure that the Town continues to share in the commercial tax base that is growing in these areas. There are also efforts to create a village centre commercial core as part of a planned development in Bible Hill. Truro already has a vibrant downtown and every effort must be made to ensure that it continues to be the prime location for higher order services, retailing, and business and ensure that there is never sufficient demand to recreate a downtown centre elsewhere. Downtown Truro is also well suited for pedestrian oriented shopping, dining, and nightlife and this is an important feature of the area that makes it a successful regional destination.

Downtown Truro offers a unique pedestrian oriented shopping experience that makes it an important regional destination.

Policy C-1

It shall be a policy of Council to accommodate commercial development in the areas adjacent to Highway 102 and Robie Street in order to ensure that businesses wanting to locate in the vicinity of Millbrook, Wade Road, or Robie Street have an option to locate within the Town.

Policy C-2

It shall be a policy of Council to ensure that Downtown Truro remains the preeminent location in Colchester County for higher order goods and services and uses such as banks, institutions, cultural facilities, law firms, retailing, specialty shops as well as for pedestrian oriented shopping, dining, and nightlife.

5.2.2 Allow a Range of Commercial Development Options

In order for Truro to attract new commercial development and maintain its share of the regional commercial tax base the Town must ensure that its commercial land use policies are able to accommodate a broad range of retail formats. Retail trends are constantly

changing and it is advisable that commercial policies be designed to respond to market changes and accommodate a variety of uses as well as a range of lot configurations, zone requirements, and subdivision options. In this way the Town can help to ensure that new retail formats can be accommodated.

Policy C-3

It shall be a policy of Council to have flexible commercial development regulations that will help to ensure that a variety of commercial development options are available.

5.2.3 Minimize Impact on Residential Areas

Truro experiences very little conflict between commercial development and residential development at present. This is partly due to a clear separation of land uses in most areas and also due to the fact that there has been only modest commercial growth in Truro over the past few years. Commercial development in residential areas, however, can be quite contentious and it is desirable to have landscaping, architectural, lighting, setback, signage, and other requirements in place to ensure that commercial development does not have a negative impact on abutting residential areas. A strict separation of land uses is not always desirable and it is often beneficial to a community to permit limited commercial ventures within residential area. Restrictions placed on commercial development to ensure compatibility with abutting homes shall generally be limited to more intensive commercial uses.

Special consideration will be given to site layout and landscaping for commercial development proposals abutting residential areas

Policy C-4

It shall be a policy of Council to encourage intensive commercial development to locate in established commercial areas and to minimize potential land use conflicts by carefully regulating commercial land uses that abut residential areas.

5.2.4 Aesthetically Pleasing Development

Commercial development is often the most visible part of any community since businesses like to locate on busy streets and at prominent locations. As a result, commercial areas are often the part of Town that residents and visitors see the most and the part that can leave an impression on the viewer. By regulating design elements such as signage, architecture, parking and landscaping the Town can help to ensure that residents and visitors are left with a positive impression of our community. These measures will also help to minimize the lack of a sense of place and community identity that can result from the uncontrolled display of national brands and logos.



Policy C-5

It shall be a policy of Council to regulate some of the aesthetic elements of commercial development to ensure a high quality of design and to ensure that it does not overwhelm the more subtle aspects of the visual landscape that help define what makes Truro a unique place.



5.2.5 Support for Local Businesses

In order to foster the development of a local economy the Town needs to provide affordable locations for small businesses, professionals, artists, and craftspeople. Many of these start-up businesses are too small to afford commercial rents and operating these businesses out of a private dwelling is an affordable alternative. The Town will permit limited home-based businesses throughout the residential areas and will permit mixed use development in some commercial areas. Home based businesses in the Downtown residential areas will also be permitted larger floor areas and limited retail display. Policy support for home based businesses are found in the Residential Policies section of this document and related regulations will be found in the Residential Zones section of the Land Use By-law.

More opportunities for local artists, professionals, and other small businesses to operate from private dwellings

Policy C-6

It shall be a policy of Council to support local small businesses, professionals, artists, and craftspeople by permitting these uses to locate in private dwellings in residential areas and by allowing mixed use development in some commercial areas.

Potential for pre-approved development sites in the downtown area as a means of encouraging redevelopment

5.2.6 Reuse of Vacant Buildings and Lands in Commercial Areas

The Town of Truro is currently the owner of a number of high profile vacant buildings and properties within commercial areas in the Downtown area and along the riverfront. The Town is also expecting to become the owner of the old regional hospital site when the new Hospital opens in late 2011. These areas offer significant opportunities for commercial development but when left vacant and undeveloped they create a negative impact on the vitality and appearance of commercial streetscapes, creating the impression of a stagnant economy.

Policy C-7

It shall be a policy of Council to investigate potential reuse and redevelopment options for vacant commercial properties including the possibility of preparing conceptual development plans for these parcels and taking the necessary steps to have these lands pre-approved for development.

5.2.7 Allow a Mixture of Uses

A long held belief in land use planning was that the separation of uses is essential to a high quality of life. This notion was based on the idea that commerce and industry were not compatible with residential development. It is now generally understood that a strict separation of land uses can lead to a variety of problems from lifeless downtowns to an over-dependence on the automobile. There is also a growing trend where people want to operate a business in their home to cut down on costs. Furthermore, permitting residential uses in the downtown is an effective way of providing a greater customer base for downtown businesses and residential uses are a great options for the reuse of vacant commercial buildings, particularly on the upper floors. Another beneficial mixture of uses is the option to have commercial development in association with industrial uses. Whereas industrial uses in Truro tend to be light business uses, warehouses and distribution centres, there is little potential for land use conflict with commercial uses and it is desirable to allow for commercial uses such as hotels and restaurants near employment centres.

Mixture of uses to be encouraged

Policy C-8

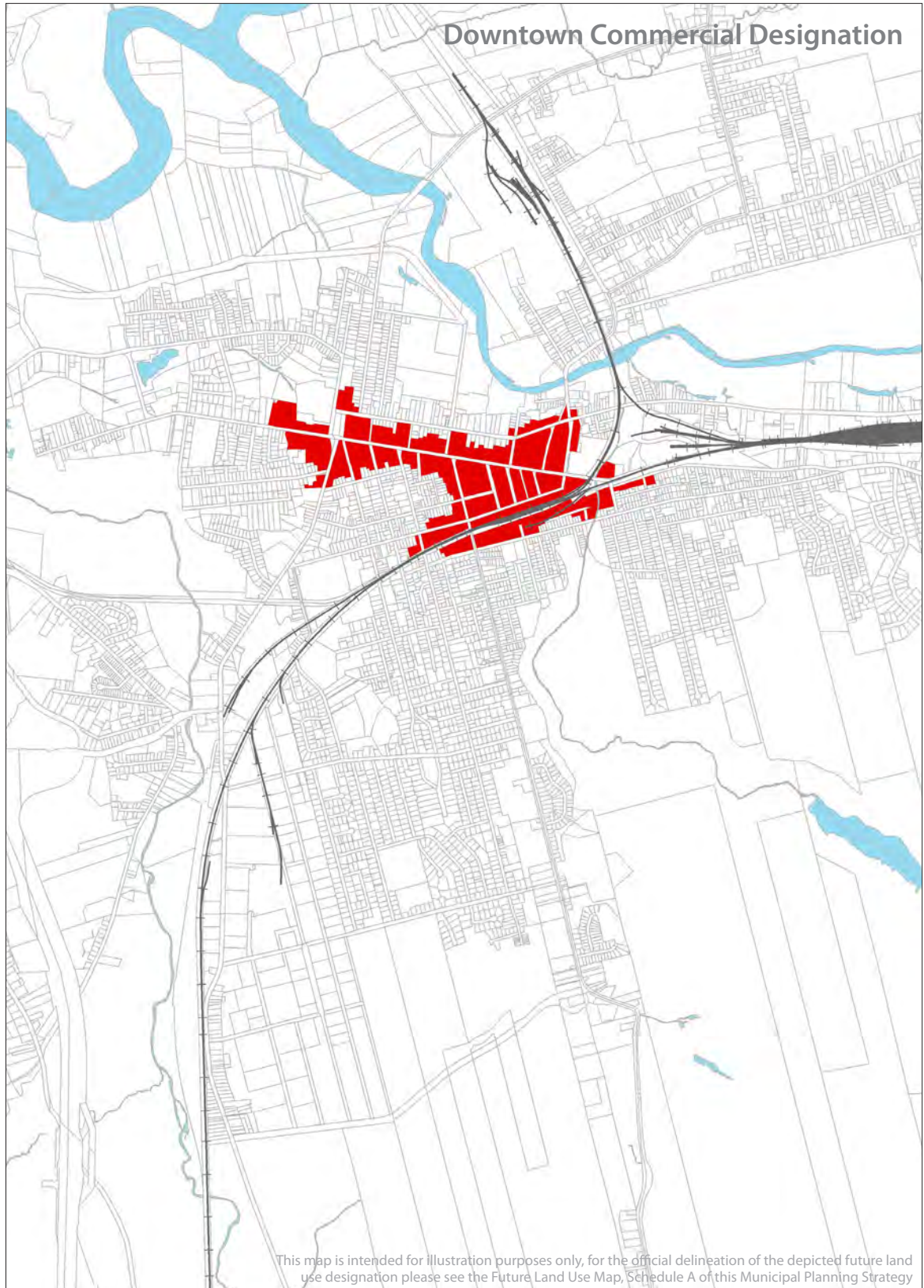
It shall be a policy of Council to permit a controlled mixture of land uses where the potential for land use conflicts is minimal.

5.3 Downtown Commercial Designation

5.3.1 Downtown Truro

The Downtown commercial area is made up of two distinct areas, one centred around Inglis Place and the other centred around Victoria Square. Historically the focus of the community was on Victoria Square but with the arrival of the railroad the focus shifted towards Inglis Place and the Esplanade where the train station was located. Victoria Square continued to be an important focal point where major roads from Halifax, Amherst, and Cape Breton converged. Over the years, both areas continued to develop and eventually expanded to include most of Prince Street between Willow and Walker Streets and commercial development began to expand outwards along the major streets. Today the Downtown commercial area includes Prince Street between Whitman Court and Cottage Street, Walker Street, the Esplanade, and portions of Young, Queen, Arthur, and Elm Street. The two original commercial areas extended down Prince Street towards each other but the areas remain separated today by the Civic Block area which features institutional uses with plenty of green space and large front lawns. This is in stark contrast to the rest of the downtown portion of Prince Street where structures occupy nearly all of the lot and are built right to the sidewalk.





Like many communities throughout Canada, Truro's Downtown experienced a decline in the later part of last century following the development of shopping malls and big box stores outside of the central area. While the retail sector may not be as prominent as it once was, Truro's Downtown remains an important retail destination and offers many shops and services. Despite the development of shopping malls and big box stores on the edge of Town the Downtown area has managed to attract two national grocery chains and has retained hardware stores, a furniture store, a department store, clothing stores, and other retail shops. The Downtown is also an important centre of for banking, finance, and legal services. Several important institutions, churches, the regional library, museum, and performing arts centre are also situated Downtown and establish Truro as an important cultural centre.



5.3.2 The Downtown Commercial Designation

The Downtown Commercial Designation has been created to recognize and enhance the distinct type of built form and mixture of uses that makes Downtown Truro a regional destination for shopping, dining, banking, and other higher order services. The Downtown area experienced a period of decline during the latter half of the last century but the Downtown remains the focal point of our community and region and it continues to be home to a wide range of shops and services. The Downtown retains a rich heritage of commercial architecture, a great mixture of uses, and a large number of appropriately designed and scaled buildings that create appealing pedestrian friendly streetscapes. Council wants to ensure that the Downtown area builds upon these strengths and the Downtown Commercial Designation has been created to ensure that the appropriate policies and objectives are put into place to realize this objective.

The Downtown Commercial Designation is intended to apply to properties in the Downtown where Council wants to retain or enhance the traditional built form that contributes to the creation of vibrant and pedestrian friendly streetscapes. This Designation is also intended to apply to lands on the periphery of the traditional Downtown area where commercial development has been encroaching into traditionally residential areas. In these areas the Downtown Commercial designation will permit limited commercial development that is more compatible with adjacent residential uses.

Policy C-9

It shall be a policy of Council to establish the Downtown Commercial Designation on the Town's Future Land Use Map. This designation is intended to apply to commercial properties on Prince Street between Whitman Court and Lyman Street, portions of side streets off of this section of Prince Street, around Victoria Court, and to lands between The Esplanade and Prince Street. The Downtown Commercial Designation will also apply to portions of Young Street, Brunswick Street, Queen Street, and a block of Arthur Street between Young and Pleasant Streets.

5.3.3 Commercial Heritage

The Downtown area contains some of the most historically significant properties in the Town, with some very fine examples of commercial architecture. Council is interested in the preservation and enhancement of the downtown commercial streetscapes and will seek the advice of the Heritage Advisory Committee when considering any development agreement or rezoning applications in the Downtown Commercial Designation.

Policy C-10

It shall be a policy of Council to forward development agreement proposals within the Downtown Commercial Designation to the Heritage Advisory Committee for review and recommendation.

Policy C-11

It shall be a policy of Council to take into consideration advice from the Heritage Advisory Committee on the following matters when evaluating a development agreement proposal in the Downtown Commercial Designation that involves any new structure, exterior structural alterations, new signage, new parking, lighting, or landscaping:

- a) the proposal's architectural design and its compatibility with heritage architectural styles found in the downtown area;
- b) the compatibility of the proposal with any abutting heritage properties in terms of its height, bulk, and scale;
- c) the impact of the proposal on any heritage streetscape;
- d) the location of any proposed parking areas and how well they are screened from neighbouring properties and from the street; and
- e) the suitability of any signage, lighting, fencing, or landscaping elements in terms of their impact on any abutting properties or streetscape.

5.3.4 Downtown Commercial Urban Design Standards

Part of what makes Downtown Truro an important destination for shopping and dining is the way that the Downtown appeals to pedestrians. Human scale buildings that line the streets, well maintained sidewalks, street furniture, lighting, plantings, and a mixture of uses all help to create a vibrant pedestrian friendly environment. It is essential that the Town carefully regulate new construction and redevelopment projects in the Downtown to ensure that due consideration is given to how the development interacts with the street and other public spaces.

Urban Design Standards to help preserve and enhance the appearance of the downtown and encourage suitable redevelopment and infill projects

Policy C-12

It shall be a policy of Council to establish urban design standards for the Downtown Commercial (C1) Zone and the Limited Commercial (C2) Zone and require that all new development and conversions conform to these standards and that these standards be considered as part of any development agreement application process.

Policy C-13

It shall be a policy of Council to require that all conversions and new construction within the Downtown Commercial (C1) Zone and the Limited Commercial (C2) Zone contribute to the development, preservation, and enhancement of pedestrian friendly and aesthetically pleasing downtown streetscapes.

5.3.5 Exemption from Commercial Urban Design Standards

The Commercial Urban Design Standards are a key component of the Town's efforts to ensure that downtown streetscapes are preserved and enhanced by new development. Council is aware that the Design Standards are a rigid set of controls and there may be occasions where a greater degree of flexibility may be desirable. This flexibility would be intended to accommodate examples of both contemporary and heritage architecture that may not comply with the Town's Design Standards but nevertheless would make welcome additions to the downtown. Council acknowledges that strict adherence to the Design Standards would stifle architectural creativity and not permit the freedom of design that is sometimes necessary to overcome unique site challenges. However, Council is mindful that any such accommodation must not undermine the primary goal preserving and enhancing pedestrian friendly and aesthetically pleasing downtown streetscapes. To this end, Council wants to ensure that there is an appropriate and effective evaluation and approval process in place that allows variations from the Urban Design Standards. The application of this flexibility will only be considered where it can be demonstrated to the satisfaction of the Development Officer that the design of the proposed development will compliment and not negatively impact downtown streetscapes. In consideration of any exemption from the Urban Design Standards, the Development Officer shall seek input from the Town's Heritage Advisory Committee.

Policy C-14

It shall be a policy of Council to allow the Development Officer to permit proposals in the Downtown Commercial Designation that do not conform to applicable Urban Design Standards where the Development Officer is satisfied that the proposed development achieves the Town's objectives with respect to streetscape preservation and enhancement as outlined in this Municipal Planning Strategy. In considering such a proposal, the Development Officer shall seek the advice and opinion of the Town's Heritage Advisory Committee concerning the following matters:

- a) the proposal's architectural design and its compatibility with heritage architectural styles found in the neighbourhood;
- b) the compatibility of the proposal with any abutting heritage properties in terms of its height, bulk, and scale;
- c) the impact of the proposal on the abutting streetscape;
- d) the location of any proposed parking areas and how well they are screened from neighbouring properties and from the street; and
- e) the suitability of any signage, lighting, fencing, or landscaping elements in terms of their impact on any abutting heritage properties or any heritage streetscape.

Policy C-15

It shall be a policy of Council to require the submission of detailed elevation drawings, a site plan, and any other information that the Development Officer deems necessary to evaluate a development proposal pursuant to Policy C-14.

5.3.6 Existing Permitted Uses

There are a number of existing uses in the Downtown that Council wants to acknowledge by having the specific business name and location itemized and noted as a permitted use in the Land Use By-law. These uses, such as A. J. Walker & Son or Clarence Farm Services have been a fixture in the Downtown for many years and they are a part of the landscape. Council wants these businesses to be able to continue operating without being hindered by a non-conforming status. By indexing these uses, they are granted all the rights and privileges of any other permitted use in the Downtown Commercial Zones provided the use does not change and they do not expand beyond the existing property boundaries.

Policy C-16

It shall be a policy of Council to identify existing industrial uses, and existing non-conforming commercial uses and uses in the Downtown Commercial (C1) Zone and the Limited Commercial (C2) Zone.

Policy C-17

It shall be a policy of Council to consider expansions of uses identified as “existing” in accordance with Policy C-16 onto adjacent properties by development agreement. When considering such an application Council shall have regard for the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy.

5.3.7 Residential Uses in the Downtown Commercial Designation

In order to encourage a vibrant and active multiple uses to be established in the downtown core, low density residential uses will be permitted within the Downtown Commercial Designation. This will promote diversity and interest in the core while also providing more users for services and businesses located in the urban core. The presence of residential development helps promote a safe and inviting atmosphere within the area that might not occur with solely commercial uses. In order to maintain a commercial presence and accommodate a retail environment in the downtown area, residential uses adjacent to the street at grade will be limited.

The intention of providing an effective mix of land uses within the downtown includes the provision of a variety of housing types in the area. Higher density housing makes effective use of space, is economically efficient and encourages greater use of downtown services but a larger residential development in the downtown can have a greater land use impact and care must be taken to ensure that existing uses are not negatively impacted. For this reason multiple unit residential development will only be permitted by development agreement in the Downtown Commercial Designation.

Council remains committed to encouraging increased residential densities in the Downtown

Policy C-18

In the Downtown Commercial Designation, it shall be a policy of Council to permit up to four residential dwelling units in a building where the predominant use adjacent to the street at grade is a commercial use.

Policy C-19

In the Downtown Commercial Designation, it shall be a policy of Council to consider multiple unit residential developments having more than four units by development agreement.

Policy C-20

When considering multiple unit residential development proposals in the Downtown Commercial Designation pursuant to Policy C-19, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) require the submission of professionally prepared renderings or graphic representations that illustrate how any proposed new construction or expansion will impact abutting properties and the streetscape;
- c) require that the proposal be compatible with adjacent uses in terms of height, bulk, scale, and lot coverage;
- d) require that the proposal does not detract from an established or developing streetscape by significantly varying from the typical height and setback of abutting structures or by having a building that is oriented away from the street;
- e) require that the proposal be forwarded to the Town's Heritage Advisory Committee (HAC) for review and recommendation;
- f) require that the parking area be suitably landscaped or fenced and situated where it will not be readily visible from the public right-of-way; and
- g) require that the proposal include recreational open space suitable for use by residents of the development.

Policy C-21

In the Downtown Commercial Designation, it shall be a policy of Council to only consider proposed multiple unit residential developments that have been designed by an architect licensed to practice in Nova Scotia where the proposal includes new construction, an expansion, or exterior alteration of an existing building.

Policy C-22

It shall be a policy of Council to permit existing buildings in the Downtown Commercial Designation to be converted to a maximum of four dwelling units which may include ground floor residential units, provided the residential units do not occupy prime ground floor commercial space fronting on Inglis Place.

5.3.8 Ground Floor Residential

For many years, planning regulations in Truro discouraged the residential use of the ground floor in the Downtown commercial area. The general feeling was that the highest and best use for the ground floor would be retail space. It is now understood that downtowns become more vibrant and diverse places when uses are appropriately mixed. In addition, residential uses provide a twenty-four hour use that keeps the area robust and safer than it might become without it. Indeed, many communities have worked very hard to reintroduce residential uses in these core areas for the positive value it generates. Accordingly, Council intends to encourage a mixture of uses within the Downtown including permitting ground floor residential development throughout the Downtown Commercial Designation with the exception of Inglis Place where residential units will not be permitted at ground level adjacent to the street.

Policy C-23

It shall be a policy of Council the residential conversion of an existing building in the Downtown Commercial Designation to include street level residential uses with the exception of Inglis Place where residential units will not be permitted at ground level adjacent to the street. Ground floor residential uses may also be considered as part of multiple unit development considered in accordance with Policy C-19.

5.3.9 Downtown Commercial (C1) Zone

The Downtown Commercial (C1) Zone is intended to apply to all lands within the Downtown Commercial Designation and include land use regulations designed to encourage development that contributes to the creation of vibrant and pedestrian friendly streetscape. The C1 Zone shall permit a broad range of uses that will recognize the existing mixture of uses that exists in the downtown including commercial, residential, and institutional uses. Large commercial development proposals will be permitted only by development agreement in order to ensure that potential negative land use impacts are addressed.

Policy C-24

It shall be a policy of Council to establish the Downtown Commercial (C1) Zone and apply it to lands within the Downtown Commercial Designation that form the traditional Downtown business and retail area of Truro where buildings are typically two to three stories tall and built to the street.

Policy C-25

Within the Downtown Commercial (C1) Zone, it shall be a policy of Council to permit a broad range of commercial uses such as retail uses, office and professional uses, restaurants, lounges, cabarets, accommodations, and banks. The C1 Zone shall also permit other land uses such as institutional uses, parks, and residential uses.

Policy C-26

It shall be a policy of Council to maintain a traditional downtown character and pedestrian friendly environment of the Downtown Commercial (C1) Zone through minimum lot sizes, frontage requirements, setback requirements, and height restrictions.

Policy C-27

It shall be a policy of Council to consider development proposals in the Downtown Commercial (C1) Zone which exceed 3251 m² (35,000 ft²) commercial or net floor area by development agreement only. In considering such proposals council shall have regard for the evaluative criteria contained in Part 11: Implementation of this Strategy.

Policy C-28

When considering commercial development proposals in accordance with Policy C-27, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 10: Implementation of this Strategy;
- b) require the submission of professionally prepared renderings or graphic representations that illustrate how any proposed new construction or expansion will impact abutting properties and the streetscape; and
- c) require that the proposal be forwarded to the Town's Heritage Advisory Committee (HAC) for review and recommendation.

5.3.10 General Commercial Uses in the C1 Zone

General commercial uses tend to be automobile oriented uses which demand lots of easily accessible parking. This type of built form is generally a poor fit with a traditional pedestrian friendly downtown. Nonetheless, there is a recognized need to allow a limited range of automobile oriented businesses in the Downtown and Council wishes to accommodate uses such as automobile rentals subject to certain site design and landscaping considerations.

Policy C-29

It shall be a policy of Council to permit a limited range of automobile oriented uses such as automobile rentals in the Downtown Commercial (C1) Zone with the following restrictions:

- a) that there be a limited amount of on-site parking or storage of vehicles;
- b) that the landscaping, lighting, and signage reflect the scale and characteristics of the traditional Downtown area;
- c) that the on-site parking and storage of vehicles be located in an area of the lot that is not readily visible from a public street;
- d) that any vehicles parked or stored on-site be limited to light trucks and cars.

5.3.11 C1 Zone Residential Buffering Requirements

In the Downtown Commercial (C1) Zone there are no requirements for front or side yard setbacks and in many cases buildings will be able to occupy an entire site. However, where a commercial zone directly abuts a residentially zoned property, there will be provision in the Land Use By-law to require side and rear yards for abutting yards.

Policy C-30

It shall be a policy of Council to require minimum side and rear yard setbacks where properties within the Downtown Commercial (C1) Zone abut a residential zone.

5.3.12 Automobile Dealerships in the C1 Zone

*Existing car dealerships
are permitted uses but
with restrictions*

Over the years two main automobile dealerships established in the downtown area of Truro; Dodge Chrysler and Chevrolet Oldsmobile. Council recognizes the contribution of these long standing businesses to the Town but Council is also mindful of the negative impact that large amounts of outdoor display of vehicles along with the requisite lighting and signage can have on surrounding streetscapes and uses.

Council wishes to allow limited expansion of the existing non-conforming use on existing lots that are abutting or adjacent to the lot on which the nonconforming dealership exists. Expansions beyond the prescribed limits shall be considered by development agreement.

Policy C-31

Therefore it shall be a policy of Council to consider the expansion of existing nonconforming automobile dealerships (automobile sales) onto an abutting lot in the Downtown Commercial Designation provided:

- a) the development is on an existing lot which is abutting or adjacent to the lot on which the nonconforming dealership exists;
- b) the proposed expansion conforms to applicable Downtown Commercial (C1) or Limited Commercial (C2) Zone requirements; and
- c) a development permit for a limited expansion has not been issued pursuant to the policy previously.

Policy C-32

It shall be a policy of Council to consider the expansion of existing automobile dealerships which would exceed the expansion provisions prescribed in Policy C-31 by development agreement. In considering such development agreement applications, Council shall have regard for the evaluative criteria for development agreements in Part 11: Implementation and the following considerations:

- a) the sales of automobiles is limited to passenger cars and light trucks; and
- b) that the Downtown Commercial (C1) Zone requirements be used as a guide when considering the landscaping, lighting, and signage elements of the proposal.

5.3.13 Limited Commercial (C2) Zone

The Limited Commercial (C2) Zone is intended to provide a buffer between the traditional Downtown retail and business area and neighbouring residential areas. The C2 Zone shall permit a broad range of uses that will recognize the existing mixture of uses that exists in the downtown including commercial, residential, and institutional uses but it will not permit uses likely to generate land use conflicts with abutting residential uses due to noise, hours of operation, or traffic. The C2 Zone will include land use regulations designed to encourage development that contributes to the creation of vibrant and pedestrian friendly streetscapes. Large commercial development proposals will be permitted only by development agreement in order to ensure that potential negative land use impacts are addressed.

New Limited Commercial (C2) Zone has been created to act as a buffer between downtown development and neighbouring residential areas

Policy C-33

It shall be a policy of Council to establish the Limited Commercial (C2) Zone and apply it to lands that are situated on the periphery of the traditional Downtown business and retail area where commercial development has either encroached into a traditionally residential area or provides a buffer between a residential area and the traditional Downtown business and retail area.



Policy C-34

Within the Limited Commercial (C2) Zone, it shall be a policy of Council to permit a broad range of commercial uses such as retail uses, office and professional uses, restaurants, accommodations, and banks. The C2 Zone shall also permit other land uses such as institutional uses, parks, and residential uses but it will not permit uses that are likely to create a land use conflict with neighbouring residential properties such as outdoor kennels, lounges, or cabarets.

Policy C-35

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Limited Commercial (C2) Zone that will permit existing commercial areas on the edge of the Downtown to be redeveloped in manner that enhances Downtown streetscapes and provides a transition between commercial development and neighbouring residential development.

Policy C-36

It shall be a policy of Council to consider development proposals in the Limited Commercial (C2) Zone which exceed 3251 m² (35,000 ft²) commercial or net floor area by development agreement only.

Policy C-37

When considering commercial development proposals in accordance with Policy C-36, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) require the submission of professionally prepared renderings or graphic representations that illustrate how any proposed new construction or expansion will impact abutting properties and the streetscape; and
- c) require that the proposal be forwarded to the Town’s Heritage Advisory Committee (HAC) for review and recommendation.

5.4 General Commercial Designation

5.4.1 The General Commercial Designation

The General Commercial Designation has been created to recognize the broad range of commercial development that exists outside of the Downtown core. This includes the large format retailing/shopping centre development oriented to Highway 102, the strip commercial development on Robie Street and Willow Street, and the new automobile oriented commercial development on the edge of the Downtown. This designation also includes potential redevelopment areas such as the old public works site or the site of the current hospital which is scheduled to close in 2011. Most of these areas are already developed and this designation is primarily intended to recognize existing development and accommodate new commercial growth through redevelopment and intensification.

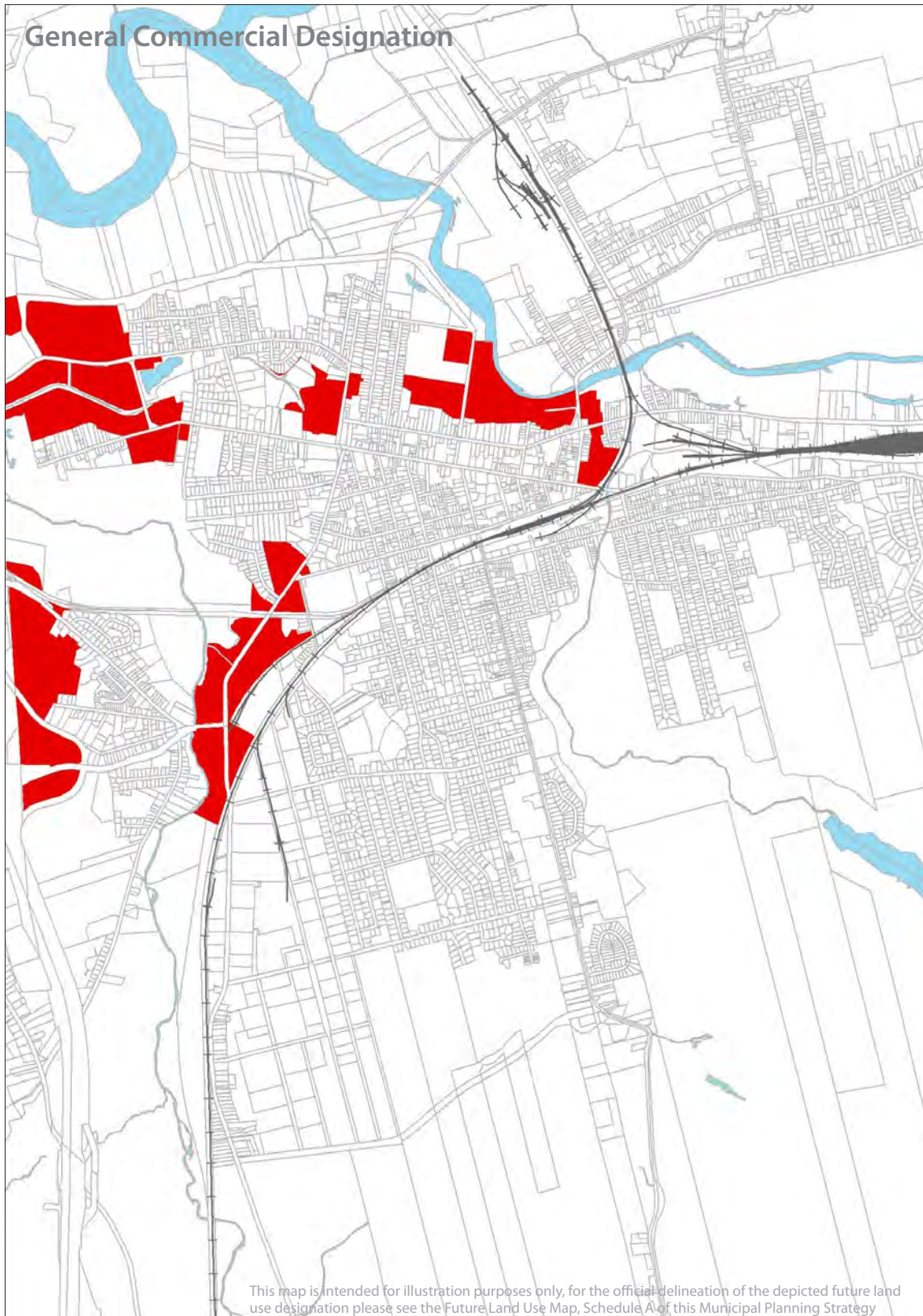


Policy C-38

It shall be a policy of Council to establish the General Commercial Designation on the Town’s Future Land Use Map. This designation is intended to apply to commercial development areas outside of the downtown core such as the automobile oriented commercial development around the Downtown, the shopping mall, and the large format retailing oriented to Exit 13 on Highway 102.

5.4.2 Existing Uses

There are a number of existing residential uses in the General Commercial Designation, particularly along Willow Street. Although it is Council’s intent that these properties will eventually be redeveloped as a commercial use, Council recognizes that these uses predate the commercial designation and there is no desire on the part of Council to unduly restrict these long-standing residential uses. Accordingly, existing residential uses will be listed as permitted uses in the General Commercial Designation zones and thereby granted conforming status.



Policy C-39

It shall be a policy of Council to list existing residential uses as permitted uses in all General Commercial Designations and make these uses subject to the Two Unit Residential (R2) Zone requirements.

5.4.3 New Residential Development

Council recognizes the importance of encouraging residential development in other serviced areas of Town and thereby making better use of existing infrastructure. Council also recognizes that fostering an attractive mix of uses, including residential uses, in established commercial areas outside of the downtown will help increase demand for businesses and services throughout the Town. Furthermore, Council is aware that the General Commercial Designation has been the focus of a lot of development in recent years and this area is expected to become an major centre of employment in the region. It is expected that there will be demand for new multiple unit development within the General Commercial Designation as people seek housing near their place of work. The General Commercial Designation is also an appealing location for new multiple unit development because intensive development is expected in this area and the potential for land use conflicts with established residential neighbourhoods is minimal.

Multiple unit residential permitted by Development Agreement in the General Commercial Designation but only where it does not preclude future commercial development



Council is, however, concerned that residential development in commercial areas may lead to future land use conflicts between residential uses and new commercial development and that residential development will consume valuable commercial lands. To address these concerns, Council will consider multiple unit development proposals by development agreement and require that the developer demonstrate that the proposal will not preclude the future development potential of the lands. To demonstrate this, the developer will have to show how the residential use can be accommodated while being effectively buffered from existing or future commercial uses on abutting properties and how the frontage of the site can be reserved for future commercial development.

Policy C-40

In the General Commercial Designation it shall be a policy of Council to consider multiple unit development proposals having three or more units by development agreement only.

Policy C-41

When considering multiple unit residential development proposals in the General Commercial Designation pursuant to Policy C-40, it shall be a policy of Council to require:

- a) that the proposal be reviewed using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) that a multiple unit proposal consisting of more than four residential units be designed by an architect licensed to practice in the Province of Nova Scotia;
- c) that the proposed multiple unit development preserve the future commercial development potential of the property and neighbouring properties by:
 - i) providing adequate landscaped buffers from existing or potential commercial uses on the property or on an abutting property; and
 - ii) reserving a portion of the property that is suitable in terms of size, frontage, visibility, servicing, access, and topography for future commercial development; or
 - iii) having a structure that either includes ground floor commercial units or residential units on the ground floor that are designed to be converted into commercial units.

5.4.4 The Local Commercial (C3) Zone

In addition to the automobile oriented and large format commercial development, the General Commercial Designation also supports the Local Commercial (C3) Zone. The C3 Zone is intended to accommodate a limited range of non-intensive commercial uses such as neighbourhood convenience stores and home based businesses that have grown beyond what is permitted under the home based business regulations. Council wishes to provide greater support for local businesses and allowing for home based businesses to grow is an important step in fostering a prosperous and sustainable local economy. Because these uses are generally situated in residential areas, Council is concerned with the potential for land use conflicts. Accordingly, the C3 Zone will permit a limited range of uses and include zone requirements designed to provide adequate protection for neighbouring residential uses.

The relationship between the C3 Zone and the General Commercial Designation is not as straightforward as what typically exists between other zones and designations. Whereas local commercial uses tend to be isolated businesses situated in residential areas, the C3 Zone is generally going to be applied to lands in residential designations. While lands in the General Commercial Designation will be able to rezone to the C3 Zone it is not Council's intention that lands zoned C3 will necessarily be situated in the General Commercial Designation.



Policy C-42

It shall be a policy of Council to establish the Local Commercial (C3) Zone and apply it to existing convenience stores in residential areas provided that:

- a) such uses are determined to have existed prior to the adoption of the 1983 Municipal Planning Strategy; and
- b) such zones are limited to the lot on which the use is determined to exist.

Policy C-43

Within the Local Commercial (C3) Zone, it shall be a policy of Council to permit existing convenience stores, and a limited range of commercial uses such as offices, professional services, personal service shops, and artist studios on the ground floor of a structure containing up to two residential dwelling units.

Policy C-44

It shall be a policy of Council to establish minimum lot sizes, a commercial floor area limit, frontage requirements, setback requirements, landscaping requirements, height restrictions, and specify design regulations for the Local Commercial (C3) Zone in order to ensure that local commercial uses maintain the residential character of the surrounding neighbourhood and do not have a negative impact on abutting residential uses.

5.4.5 Local Commercial Uses by Development Agreement

Existing convenience stores are permitted in the Local Commercial (C3) Zone but new convenience stores will require a development agreement to ensure that potential land use conflicts are addressed and other issues such as parking, landscaping, lighting, and traffic are taken into consideration. Council also wants to be able to consider C3 Zone uses that exceed the normal zone requirements or that include a limited retail component by development agreement.

Policy C-45

It shall be a policy of Council to consider the following by development agreement in the Local Commercial (C3) Zone:

- a) new convenience stores;
- b) commercial uses occupying more than the ground floor of a structure;
- c) commercial uses occupying more than 80 m² (861 ft²) of a new or expanded structure; and
- d) commercial uses including the retail sale of any product not manufactured, produced, or assembled on site.

Policy C-46

When considering a development agreement application pursuant to Policy C-45, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) only consider those proposals with frontage on an Arterial, Collector, or Local Collector Street as identified on the Transportation Map found in Part 10: Infrastructure of this Strategy;
- c) require that the architectural design and finish of the structure and signage is complementary to that of surrounding residential uses;
- d) require that no more than one residential unit will be situated on the same lot as the commercial use;
- e) require that the site be properly landscaped and adequately buffered from adjacent residential uses, and
- f) require proper vehicular access and egress to the site.

5.4.6 The General Commercial (C4) Zone

The General Commercial (C4) Zone is intended to accommodate automobile oriented commercial development including strip development along Willow and Robie Streets, the Truro Mall, and the large format retailing around Exit 13 on Highway 102. While this zone will place emphasis on parking and visibility in order to accommodate the automobile, Council is also committed to development that supports walking and cycling as alternative modes of transport. This commitment includes an emphasis on landscaping and aesthetic considerations in order to improve the appearance of the streets that make up the C4 Zone and that form. The C4 Zone shall permit a broad range of uses that will recognize the existing mixture of uses that exists in the commercial areas along the major roads into Town including commercial uses as well as limited residential, and institutional uses. Large commercial development proposals will be permitted only by development agreement in order to ensure that potential negative land use impacts are addressed.



Policy C-47

It shall be a policy of Council to establish the General Commercial (C4) Zone and apply it to automobile oriented commercial development on the periphery of the Downtown and along the major routes into the Downtown, including Elm Street, Brunswick Street, Juniper Street, Walker Street, and commercial sections of Willow and Prince Streets.



Policy C-48

Within the General Commercial (C4) Zone, it shall be a policy of Council to permit a broad range of commercial uses such as retail uses, office and professional uses, restaurants, licensed liquor establishments, accommodations, banks, service stations, and other automobile oriented uses. The C4 Zone shall also permit other land uses such as institutional uses, parks, and limited residential uses.

Policy C-49

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the General Commercial (C4) Zone to generally recognize existing development and to ensure that redevelopment occurs in an orderly manner that accommodates automobile oriented development and contributes to the creation of attractive and pedestrian friendly streetscapes.

Policy C-50

In the General Commercial (C4) Zone, it shall be a policy of Council to consider development proposals, including shopping centres and retail complexes, which exceed 3251 m² (35,000 ft²) commercial floor area by development agreement only. In considering such proposals council shall have regard for the evaluative criteria contained in Part 11: Implementation of this Strategy.

Policy C-51

When considering commercial development proposals in accordance with Policy C-50, it shall be a policy of Council to consider possible impacts on municipal streets and services and to review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy.

Flexible lot requirements for large commercial developments to accommodate changing trends in retailing

5.4.7 Relaxation of Lot Requirements

Large commercial developments such as a shopping mall or a big box development occasionally need to subdivide their properties off to allow for businesses to locate on smaller lots in the midst of a larger development. These smaller lots are required in the case of long term leases or for retailers who want to own their own property but remain part of a larger shopping development. In many cases it is not practical to require that these lots have frontage on a public street or to require that these lots maintain the normal side yard setback requirement or comply with landscaping requirements. Council recognizes that this kind of flexibility is essential in order to accommodate new trends in retailing but Council does not want this flexibility to create problems in the future. To ensure that this flexibility is used in conjunction with larger commercial developments as intended and not as a means of permitting undersized lots for piecemeal development, this provision will only be applied to larger lot sizes.

Policy C-52

It shall be a policy of Council to permit the creation of lots with less than the required frontage, landscaping, and setback requirements in the C4 Zone provided:

- a) the proposed lot is to be developed as part of a larger commercial development;
- b) servicing and access are to be provided by a right-of-way easement agreement, the details of which are satisfactory to the Town Engineer and Development Officer;
- c) the remainder lot is 2.0 hectares (4.94 acres) or more in area; and
- d) the net floor area of any development on a lot created pursuant to this Policy is included in any calculation of net floor area for the commercial development on the remnant or parent parcel.

5.4.8 Existing Permitted Uses

Stanfield's Limited has been a part of Truro for many years and the company's textile mill on the riverfront is an important landmark in the community. Council recognizes the value that this industry represents but mill's proximity to the Downtown and to established residential areas on Queen Street is a cause for concern. At present Stanfield's is a benign industrial use that generates very little noise or pollution and the operation fits in well with the mixture of uses in the Downtown area. However, Council is concerned about the mill changing hands and perhaps changing to a more noxious industrial use. By applying a commercial zone to the property, Council can provide some guarantee that this will not happen. However, this makes the Stanfield's a non-conforming use which places restrictions on expansions and changes to the mill. Council wants to support Stanfield's continued operation and allow them to expand or alter their facility as required. In order to permit expansions and alterations beyond what is permitted for a non-conforming use, Council will specifically identify Stanfield's Ltd. as a permitted use in the General Commercial (C4) Zone.

Stanfield's Limited is recognized as an existing permitted industrial use in a commercial zone

Policy C-53

It shall be a policy of Council to identify Stanfield's Ltd. as an existing use in the General Commercial (C4) Zone and Council may consider expansions of this use onto adjacent properties by development agreement. When considering such an application Council shall have regard for the evaluative criteria for development agreements as outlined in Part 10: Implementation of this Strategy.



*Commercial
Development abutting
residential areas
to provide suitable
buffering*

5.4.9 Commercial Buffer

The concept of buffering abutting dissimilar land uses can be a complex consideration given that there are a variety of conditions created which invite different solutions, the amount of land available, whether the land is publicly or privately owned, the topography of the land as it relates to the uses, etc. The necessary space for buffering may come through the subdivision process which conveys property to the municipality and through regulation where a certain portion of the properties which abut dissimilar uses may be regulated to provide buffering.

Council intends to encourage the application of both approaches through the development approval process for subdivision and subsequent development. It is the wish of Council that, through the application of both techniques and with a degree of flexibility in application of these techniques, effective separation of two dissimilar land uses can be successfully achieved.

Policy C-54

It shall be a policy of Council to, when approving subdivision for General Commercial (C4) Zone uses, accept recreation land dedication that will contribute to providing a buffer between lands zoned for dissimilar land uses.

Policy C-55

It shall be a policy of Council to require that highway commercial properties which abut non highway commercially zoned land provide a buffer along the abutting property boundaries subject to performance standards outlined in the Land Use By-law and which may involve:

- a) land area as unobstructed open space;
- b) landscaped areas of land;
- c) built up areas of land (berm);
- d) fences;
- e) or a combination of these.

5.5 Adult Entertainment

The Nova Scotia Liquor Control Board has the authority to regulate the nature of entertainment permitted in licensed drinking establishments. The Town has the authority to regulate land uses to ensure that uses are controlled in such a way that land uses do not conflict within one another and that land development takes place in an orderly and rational manner that serves the long-term interests of the Town.

Adult entertainment uses are characterized by the nature of the entertainment they offer. The entertainment is not incidental to the serving of alcohol, it is central to the establishment's market position. The adult entertainment use is, therefore, separately and specifically defined in the Land Use By-Law.

Adult entertainment uses present unique concerns in terms of their place in the Town's overall land use mix. Of particular concern is the integrity of the Urban Regional Core and the residential zones within the Town. The Town has devoted much time and planning effort to promoting a revitalization of the Urban Regional Core as a coherent mix of residential, institutional and supporting commercial uses. The Urban Regional Core is characterized by a generally harmonious mixture of residential type use, churches, civic and public buildings, and (primarily) retail commercial uses. Adult entertainment uses are a poor fit with these types of uses in terms of visual impact, traffic, hours of operation, and the general spill-over of patrons. Accordingly, adult entertainment uses should be specifically zoned and regulated to control their impact upon other uses with which they would be apparently incompatible.

Policy C-56

Therefore, it shall be a policy of Council to establish an Adult Entertainment (C5) Zone within the General Commercial or Industrial designations on the Future Land Use Map.

Policy C-57

Therefore it shall be a policy of Council to consider rezonings to the Adult Entertainment (C5) Zone within the General Commercial and Industrial land use designations on the Future Land Use Map provided that, in addition to all relevant zoning requirements and performance standards, the area to be rezoned has frontage on a Collector or Arterial Street as identified on the Transportation Map found in Part 10: Infrastructure of this Strategy.

Policy C-58

Therefore it shall be the policy of Council to consider, in applications under Policy C-57, in addition to all relevant zoning requirements and performance standards, the compatibility in all respects of the proposed use with the existing uses in the surrounding neighbourhood.

Policy C-59

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, special signage/advertising restrictions, abutting yard requirements, minimum separation distances from incompatible land uses, and height restrictions for the Adult Entertainment (C5) Zone.

5.6 Intermunicipal Planning Strategy

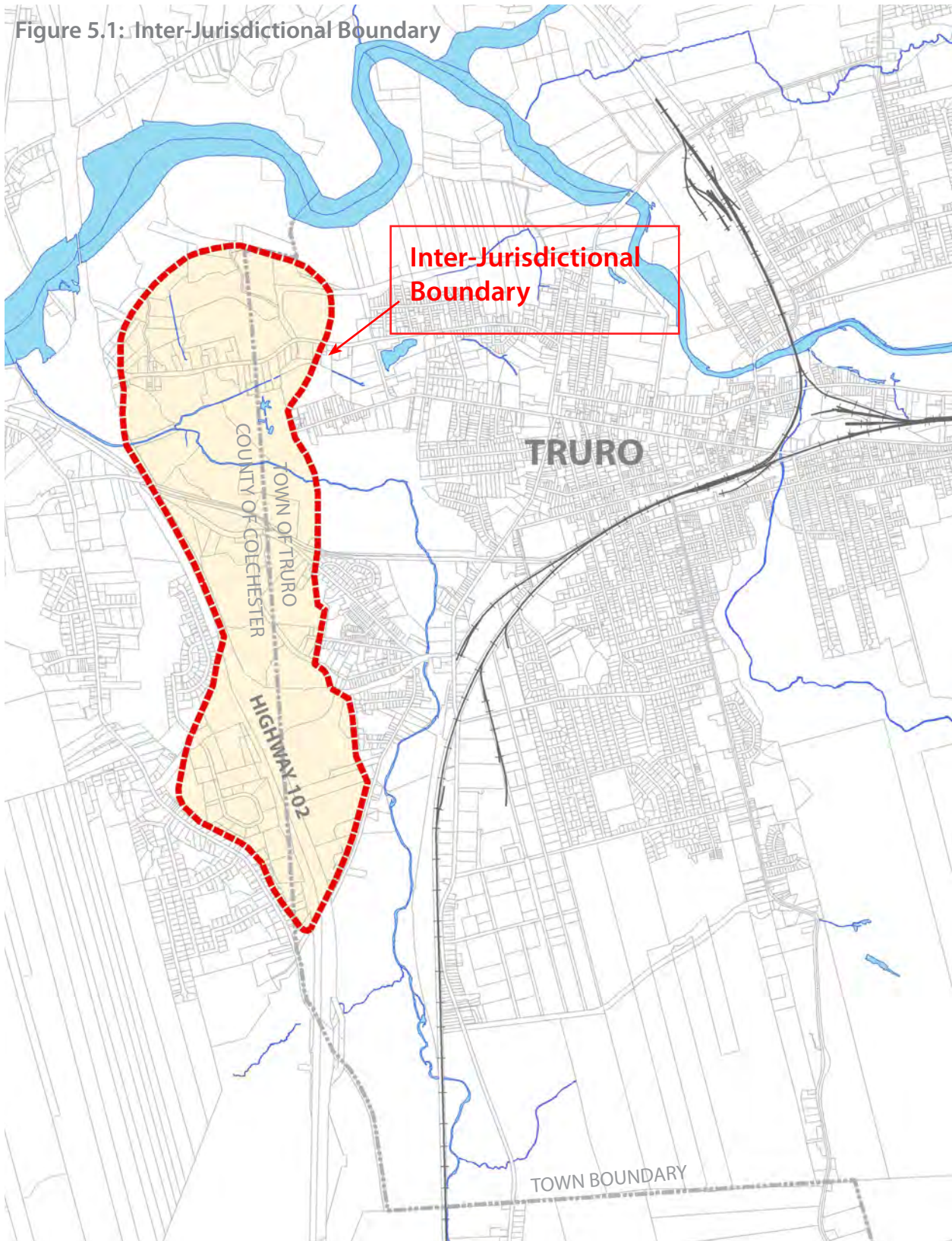
*Regional cooperation
on commercial
development along the
Highway 102 corridor*

In January 2000 the Town of Truro and the County of Colchester adopted the *Truro-Colchester Inter-Municipal Planning Strategy on Inter-Jurisdictional Properties*. This plan is intended to resolve issues with regard to land use and development standards for properties which cross over municipal boundaries. This plan is intended to deal specifically with commercial and light industrial uses which involve the Town and the County with respect to provision of municipal services or development approvals. It is Council's intent to fulfill its obligations under the Inter-Municipal Planning Strategy and work with the County on applications requiring planning approvals within the Inter-Jurisdictional Boundary as shown on Figure 5.1.

Policy C-60

It shall be a policy of Council to honour its obligations under the Truro-Colchester Inter-Municipal Planning Strategy on Interjurisdictional Properties and work with the County on applications requiring planning approvals within the Inter-Jurisdictional Boundary as shown on Figure 5.1.

Figure 5.1: Inter-Jurisdictional Boundary



6 • Industrial Policies



6.1 Background

Truro is centrally located on the Atlantic region's transportation network and central to the Moncton - Halifax growth corridor.

6.1.1 Industrial Development in Truro

Truro's central location on the province's railway and highway networks together with the Town's role as an agricultural service centre have helped the Town become an important industrial centre. Prior to the 1960's this industrial development was located throughout Town with large manufacturers and warehousing located in the heart of the community. To some extent this continues to this day but most industrial activity has relocated to the Truro Industrial Park. The Park was established in 1962 and was initially managed by the now dissolved Truro Industrial Commission. Today the Park is home to over 50 businesses including a wide variety of uses such as manufacturing, processing, and warehousing, with the largest employers in textiles and plastics. Over the years, the success of Truro's industrial sector has contributed to a sense of security and stability for both the Town and industry alike.



6.1.2 Issues

The only significant planning issues related to industrial development stem from the proximity of some long time industrial uses to residential areas and the Downtown. Of particular concern is the noise and dust and general visual blight created by a large scrap metal yard located in the centre of Town. This use and the few other remaining industrial uses in the Downtown are effectively grandfathered and unless these uses cease to operate, the Town is unable to address this issue, at least in terms of planning regulations.

There are currently lots available for new industrial development in the Industrial Park and additional lands have been set aside for future expansion. The Park's success has meant that almost all recent industrial growth in Truro has taken place in the Park away from potentially incompatible land uses and new businesses. Even some long established uses such as Scotsburn Dairy have relocated to the industrial park from its old downtown location. Existing industrial development outside of the park such as Stanfield's Ltd. continues and in most cases is supported and accommodated by the Town, but there have

been no major expansions of these uses in recent years. As a result, there are very few issues with respect to new industrial development and land use conflicts with other types of development.

The success of the Industrial Park has created another issue related to planning for future industrial development and expansion of the Park. A January 2008 Industrial Park Expansion Plan includes plans to extend business and industrial onto an area of more than 200 hectares (500 acres) to the south and east of the existing park. The Town has already acquired approximately 140 hectares (345 acres) to date for this purpose. Council is prepared to support setting aside a significant portion of this land for industrial development but there is also a desire and a demand for future residential development of these lands as well. The development of this area as an industrial park is contingent upon improved access to Highway 102 including a new interchange and access road. Until such time as this road access is created it may be premature to set aside this land for industrial use. Residential development of these lands does not require any major transportation improvements and Council wants to allow for residential development to take place along Young Street. Lands for future industrial expansion will be set aside in the area closest to the existing Industrial Park and closest to the existing road network. This area is identified as Phase I in the Industrial Park Expansion Plan.

6.1.3 Approach

The Truro Industrial Park is now managed by the Truro Industrial Development Society and this group, together with the Colchester Regional Development Agency, have commissioned a study on improving the Industrial Park's image. The recommendations of this Study mostly related to landscaping and signage. The 2004 Planning Documents also placed a great deal of emphasis on open space and less intensive development. The former plan required large front and side yard setbacks, limited lot coverage to 75%, and restricted building heights to just under 12 metres (40 feet). This emphasis on green space is admirable but it is not necessarily consistent with Council's desire to be flexible in its approach to new industrial development proposals and its desire to allow existing industrial uses to expand. These planning documents will take a more balanced approach to regulating development in the park by establishing landscaping requirements but also allowing industrial users the flexibility they require and recognizing that the purpose of an industrial park is primarily to accommodate industrial development.





6.2 Industrial Objectives

6.2.1 Encourage New Industrial Development

Industrial development is an essential part of the local economy that provides employment, demand for services and it is an important source of tax revenue for the Town. In order for Truro to remain economically sustainable the Town must support its existing industries and encourage new industrial development.

Policy M-1

It shall be a policy of Council to encourage the establishment of sustainable industries within the Town; particularly in the Truro Industrial Park.

6.2.2 Improve the Appearance of the Industrial Park

One of the factors in attracting industries to an Industrial Park is the overall level of aesthetics. An attractive and well-designed industrial area reflects positively on the corporate images of occupying businesses. Improvements to landscaping and signage along with provision of sidewalks, curb and gutter along streets in the park are integral to projecting a quality and successful image. These improvements will also encourage more pedestrian traffic and provide an opportunity for Park employees to walk to work. This strategy thus intends to ensure that the Industrial Park undergoes an upgrading of its services and aesthetic standards, and that any future expansion of the park will meet these standards from the onset.

Policy M-2

It shall be a policy of Council to improve the appearance of streets in the Industrial Park by providing curb and gutter, and sidewalks where appropriate.

Policy M-3

It shall be a policy of Council to undertake a tree planting program on existing and future streets in the Industrial Park.

Policy M-4

It shall be a policy of Council to develop a minimum standard of landscaping in the Land Use By-law for all future development in the Industrial Park; and encourage existing developments to upgrade their sites to this standard.

6.2.3 Balance Aesthetics and Industrial Development

The Colchester Regional Development Agency and the Truro Industrial Development Society recently had a beautification study completed for the Truro Industrial Park. The recommendations of the study included placing more emphasis on green space, trees, and landscaped swales along streets instead of curb and gutter. This greener approach to park design has some merit but it is important to remember that the Industrial Park is intended to accommodate industrial users in an environment that allows for their continued growth and expansion. Council will have landscaping and tree planting requirements in place but these will be balanced with the need to allow industries to expand and grow while remaining within the park and within Truro. It is also important that serviced land in the park be used efficiently and that streets, sewer, water and other services are not needlessly extended in order to achieve large lot sizes with large expanses of green space.

Landscaping and aesthetic concerns will be taken into consideration but it is recognized that the Industrial Park should focus on accommodating industrial growth

Policy M-5

It shall be a policy of Council to balance landscaping and other aesthetic considerations with the need to allow industries within the Industrial Park to grow and expand.

Policy M-6

It shall be a policy of Council to balance landscaping and other aesthetic considerations with the need to encourage more efficient use of land and services within the Park by permitting intensive development in terms of lot coverage and building height.

6.2.4 Minimize Impact on Neighbouring Land Uses

Industrial land uses occasionally abut potentially incompatible residential, institutional and recreational land uses which can be negatively impacted by noise, lighting, dust, odour, and other land use characteristics associated with industrial uses. To ensure that land use conflicts with neighbouring non-industrial uses are avoided, industrial lands will be separated from abutting non-industrial designated areas by a landscaped area that will serve as a visual as well as an acoustic separation. The Town will take steps to provide buffer strips in existing developed areas of the Industrial Park where industrial uses abut uses in other land use designations. In future phases of the Industrial Park, the Industrial Development Society will provide adequate buffer strips where required through the subdivision process. These buffers will remain the responsibility of the Society to maintain.

Policy M-7

It shall be a policy of Council to require the provision of a buffer strip where industrial uses abut non-industrial designations on the Future Land Use Map. Such buffer strips shall be designed to be both visual and acoustic in nature.

Policy M-8

It shall be a policy of Council to encourage the Truro Industrial Development Society to work with industries in the Industrial Park in order to provide adequate buffer strips in already developed areas.

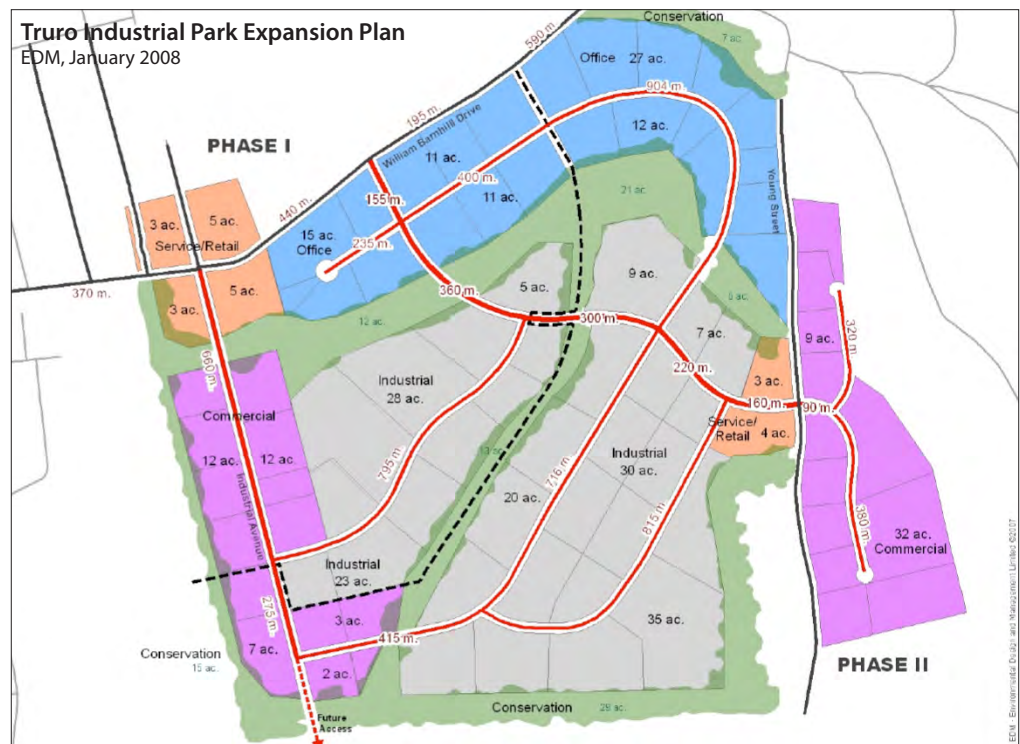
6.2.5 Provide Lands for the Expansion of the Industrial Park

The Industrial Park continues to grow steadily. Due consideration must be given to future expansion of the Park. Expansions are severely limited by topographic conditions and existing and developing residential and commercial areas. Because industrial uses are an important and integral part of the local economy, the Town will ensure that adequate opportunity exists for the expansion of existing industries and the establishment of new ones.

Lands South of William Barnhill and west of lands on Young Street to be set aside for future industrial development.

Planning for Industrial Growth in the Town of Truro, 1999, a study by Connor Architects and Planners, identified a little over 300 acres (130 hectares) in four parcels south of William Barnhill Drive and east and west of Young Street which had potential for future industrial development. A plan for the development of these lands, The Truro Industrial Park Expansion Plan, was completed in January 2008 and set out plans for the development of all lands south of William Barnhill for an industrial/commercial park. This plan may be somewhat premature since it is dependent upon improved access to Highway 102 which includes a new interchange and access road. While there is good reason to set aside all the land south of William Barnhill for industrial development, Council also recognizes that these lands, particularly along Young Street, have potential for residential development as well. Residential development of these lands would simply be an extension of existing development on Young Street and would not require significant infrastructure improvements such as a new access road and interchange on Highway 102. Accordingly, Council wishes to acknowledge the possibility that these lands may develop as either industrial or residential.

Need for a new access road and interchange on Highway 102 to facilitate expansion of the Truro Industrial Park



Policy M-9

It shall be a policy of Council to set aside lands just south of the existing industrial park for future industrial park expansion.

6.2.6 Restrict Development of Obnoxious Uses

The Town wishes to promote “clean” industries. However, most industrial development carries with it the potential to have a negative impact upon the natural environment, other land uses in our community, and abutting industrial uses. This strategy intends to regulate industries which have the potential to generate negative environmental or aesthetic impacts. Council is aware that there are technologies and design techniques that industries can use which reduce or eliminate negative characteristics. Council is prepared to consider a potentially obnoxious use if it can be demonstrated that the proposal includes the application of a technology that has been proven to mitigate or eliminate the offensive aspect of the industrial use.

Policy M-10

It shall be a policy of Council to prohibit the development of uses that are considered obnoxious by reason of noise, dust, odour, vibration, smoke or other emission.

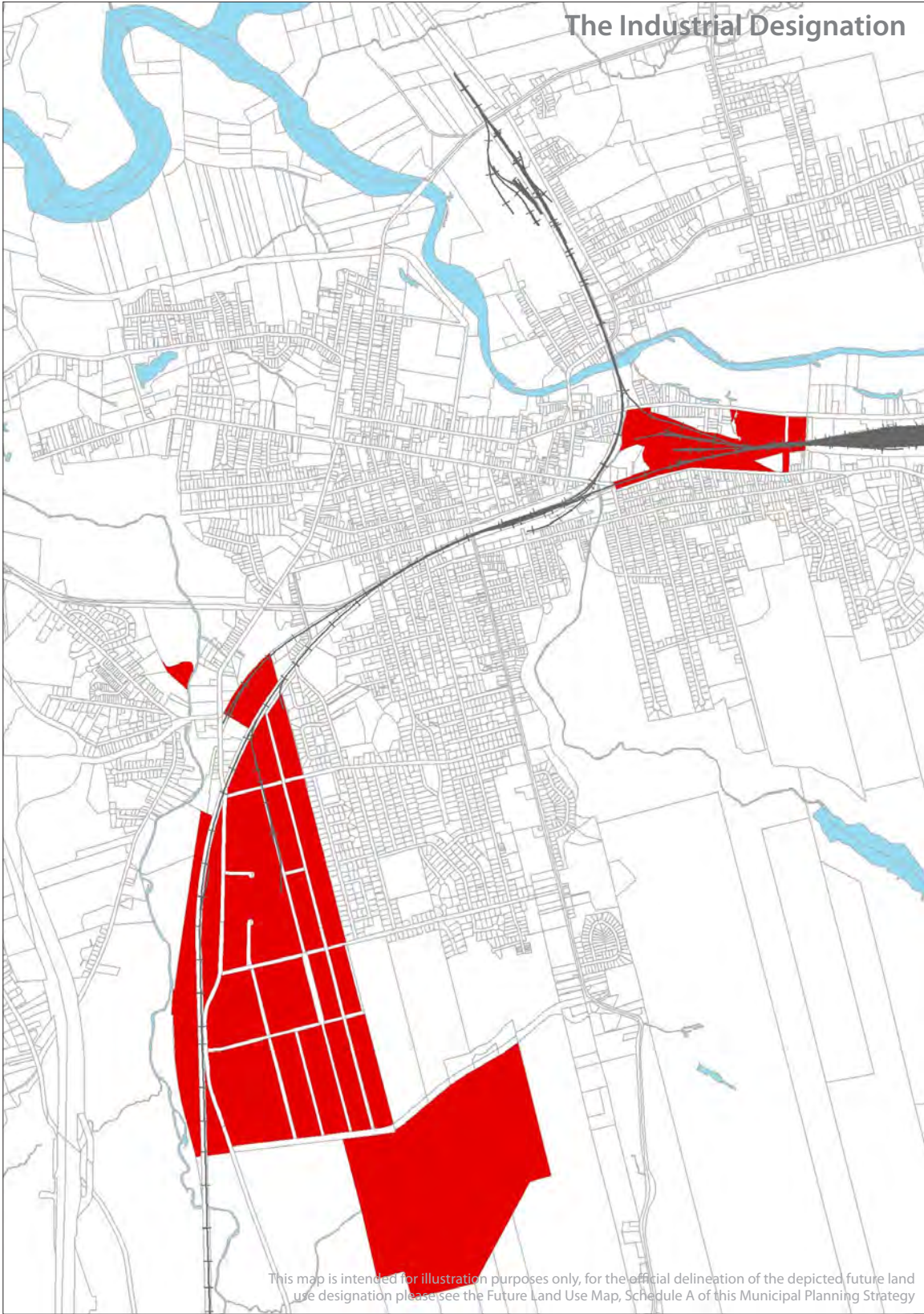
Policy M-11

It shall be a policy of Council to consider an industry which would not otherwise be permitted by reason of its negative characteristics as in Policy M-10 above, by development agreement only. Council shall consider, with special attention, the application of technologies and design techniques which will mitigate or eliminate the offensive nature of the operation in question, in addition to criteria outlined in the Implementation Chapter of this strategy.

6.3 Industrial Designation

6.3.1 The Industrial Designation

By their nature, industrial land uses are incompatible with other uses, generally because of their needs relative to municipal services and roads, and just as often due to their environmental and aesthetic impacts, particularly in relation to residential uses. Industrial uses are then best concentrated in areas where their impacts may be mitigated by tailoring services and exercising land use controls. By designating areas for industrial use on the Future Land Use Map, the goals of promoting industrial growth and protecting other land uses are best achieved.



Policy M-12

It shall be a policy of Council to establish the Industrial Designation on the Town's Future Land Use Map. This designation is intended to apply to the existing Truro Industrial Park and lands south of William Barnhill Drive that have been included in Phase 1 of the January 2008 Industrial Park Expansion Plan. This designation will also apply to the railway lands off Prince Street.

6.3.2 Industrial (M1) Zone

The establishment of an industrial zone within the Industrial Future Land Use Designation will permit industrial uses to develop in the Town without negatively affecting, or being affected by, other uses and will help to ensure that new development is of a high standard. This zone is intended to permit only industrial uses or uses which are clearly accessory to the main use. This will prevent incompatible uses from establishing within industrial areas, and will ensure that the Town's industrial land base is fully utilized.

Policy M-13

It shall be a policy of Council to establish the Industrial Zone (M1) and apply it to lands within the Industrial Designation excluding existing residential uses and smaller industrial uses along Willow Street. The M1 Zone will permit a range of industrial, business, and commercial uses and uses clearly accessory to the principal use.

Policy M-14

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Industrial (M1) Zone to ensure that development occurs in an orderly manner that accommodates a broad range of industrial, commercial, and business uses.

6.3.3 Non-Industrial Uses in the Industrial (M1) Zone

It is advisable to limit the range of uses in an industrial zone in order to ensure that other types of land uses do not establish themselves in areas intended for future industrial development. This will help to ensure that future industrial development does not face opposition from established commercial, institutional or other types of land uses that may view new industrial uses as potentially incompatible. It is Council's intention that the Town's industrial areas be preserved primarily for industrial uses and uses accessory to permitted industrial uses.

Council, however, recognizes that employees working in the park may demand recreational and commercial services near their places of work and that there should be some consideration for accommodating these uses. Accordingly, Council wishes to accommodate a limited range of commercial and recreation uses within the Industrial (M1) Zone where they are satisfied that the proposed use is a good fit that will not negatively impact on the future development of the Town's industrial base. To ensure that potential incompatibility issues are addressed, certain commercial and recreational uses will be considered by development agreement.

Policy M-15

In the Industrial (M1) Zone, it shall be a policy of Council to consider General Commercial (C4) Zone uses that are not accessory to a permitted M1 Zone use by development agreement.

Policy M-16

In the Industrial (M1) Zone, it shall be a policy of Council to consider Recreation (P2) Zone uses by development agreement.

Policy M-17

When considering a development agreement application in accordance with Policy M-15 or M-16, it shall be a policy of Council to:

- a) review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) consider future compatibility issues when considering a non-industrial use in the M1 Zone.

6.3.4 Commercial Industrial (M2) Zone

Where Willow Street passes through the Industrial Designation and past the Truro Industrial Park there exists a mixture of land uses that are not usually associated with industrial development. These uses include an older established residential area that is in decline and under pressure to be redeveloped as a commercial or industrial use. For over twenty years the Town has actively encouraged the redevelopment of this area by zoning it industrial and prohibiting any new residential development. Existing residential uses are permitted to continue but the Town's position has been that this area will eventually be redeveloped as the Truro Industrial Park expands.

Other uses along this road include several highway-commercial-type uses such as a grocery store, pet food store, and a funeral home. Willow Street is classified as an arterial road and carries traffic between Truro and the outlying communities of Millbrook, Hilden, and Brookfield as well as regional traffic. Busy arterial streets like Willow Street are often an attractive location for commercial and light industrial development wanting to take advantage of the visual exposure to passing motorists. It is Council's intention that development along Willow Street in the Industrial Designation should include a wide range of commercial uses in addition to traditional industrial park uses. Large commercial development proposals and commercial recreation uses will be permitted only by development agreement in order to ensure that potential negative land use impacts, immediate or anticipated, are addressed.

Policy M-18

It shall be a policy of Council to establish the Commercial Industrial (M2) Zone and apply it to lands along Willow Street within the Industrial Designation that are either existing residential uses, light industrial uses, or commercial uses. The M2 Zone will permit a mixture of General Commercial (C4) Uses and Industrial (M1) uses.

Policy M-19

It shall be a policy of Council to permit existing residential uses in the Commercial Industrial (M2) Zone subject to the requirements of the Two Unit Residential (R2) Zone.

Policy M-20

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Industrial (M2) Zone to ensure that development occurs in an orderly manner that accommodates a broad range of industrial, commercial, and business uses.

Policy M-21

In the Commercial Industrial (M2) Zone, it shall be a policy of Council to consider General Commercial (C4) Zone uses that have a commercial floor area in excess of 3251 m² (34,993 ft²) by development agreement.

Policy M-22

In the Commercial Industrial (M2) Zone, it shall be a policy of Council to consider Recreation (P2) Zone uses by development agreement.

Policy M-23

When considering a development agreement application in accordance with Policy M-21 or M-22, it shall be a policy of Council to review the proposal using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy.

6.3.5 Limitations on Development Abutting Residential Zones

There is a recognized need to provide greater flexibility when it comes to the development of lots within the Industrial Park. Allowing for greater building heights and for uses to maximize site coverage may help the Truro Industrial Park to remain competitive with other industrial parks in the region. However, given the proximity of the Truro Industrial Park to residential development along Purdy Drive and the likelihood that future industrial development will also abut residential uses, it is prudent to provide some level of control over industrial development near residential zones. These additional land use controls are not intended to apply to industrial uses near existing residential uses that are zoned Industrial (M1).

Policy M-24

It shall be a policy of Council to limit maximum building heights and require additional yard and landscaping requirements where the Industrial (M1) Zone abuts a residential zone.

7 • Institutional Polices



Truro is an important regional centre for health care, education, and corrections.

There has been significant investment in new institutional facilities in the Truro area over the past few years

The Town is concerned about the exodus of major public institutions such as the hospital and schools out of the downtown area.

7.1 Background

7.1.1 Institutional Development in Truro

The Town of Truro is the regional centre for institutional services and facilities for Central Nova Scotia. As the regional urban center that is centrally located on major transportation routes, the Town is a natural location institutional services such as education facilities, hospitals, seniors care, correctional facilities, and places of worship. There has been significant investment in institutional facilities in Truro in recent years with the construction of a new junior high school, a new elementary school, a new regional hospital, a correctional facility, a secure treatment facility, and three new long term care or assisted living facilities.

7.1.2 Issues

Institutional uses such as hospitals and schools are typically developed by the province and are therefore normally exempt from any municipal planning approvals. As a result there is limited opportunity for the public to review these developments prior to construction. The Town's removal from this process distances it from any public input and it is easy to conclude that these uses are welcome additions to the neighbourhood and residents do not have any concerns. In reality the recent school and hospital projects have created concerns about traffic, stormwater management, and buffering but the Town has limited say in these developments and it is up to the Province to address these land use impacts.

In the 2004 Planning Documents, private institutional development proposals such as long term care facilities or community homes typically required Council's approval. Because these institutional uses are often located in residential areas they tend to generate some concern amongst neighbours about potential land use impacts. Concerns such as land use compatibility, traffic, parking, lighting, and inadequate buffering have all been cited by residential neighbours as significant issues. The development agreement process allows Council to address these concerns and the combination of an engaged public along with a well written and properly enforced agreement can usually ensure that institutional uses are accommodated within existing residential areas with little or no negative impact on neighbouring property owners.

The Town of Truro has a long history of prominent institutional uses being located in the downtown area. Council is concerned that new institutional projects, particularly those undertaken by the Province, are all destined for large vacant parcels of land on the periphery of the Town. The new junior high school, elementary school, and hospital are all located on

the edge of Town and these are all replacements for older facilities that were located in or near the downtown core. This exodus of institutional uses out of the central area will not assist the Town in its efforts to revitalize its downtown. The placement of schools on the edge of Town will lead to demand for housing in the that area and lead to sprawl. The Town has already seen evidence of this with the recent proposals to create in excess of 100 lots on vacant land in the vicinity of the new elementary school. If the schools and other facilities were to remain in the core area, the infrastructure is already in place to accommodate the new schools and families looking to locate near a school could invest in one of the many existing homes in the downtown area.

7.1.3 Approach

Most of the major institutional developments during the past few years have been Provincial or Federal government projects that are exempt from municipal approval. The approval processes and regulations dealing with institutional development in the 2004 Planning Documents have not, therefore, really been thoroughly tested. The few other institutional developments that the Town has entertained have all been accommodated under the previous regulations. There is no apparent need to revise the Town's approach to regulating institutional uses.



7.2 Institutional Objectives

7.2.1 Strengthen Role as a Regional Centre for Institutional Services

The Town provides infrastructure and the population base required for regional institutional uses. In turn, the presence of these regional facilities provides employment, boosts the commercial sector and attracts development in all other land use categories. It is therefore important that the Town continue to encourage and support institutional uses within its boundaries.

Policy I-1

It shall be a policy of Council to encourage the continued presence and growth of institutional Uses within the Town of Truro.

Policy I-2

It shall be a policy of Council to encourage institutional uses to locate or remain within the Downtown core.



7.2.2 Reduce Land Use Conflicts with Abutting Uses

A few of the larger existing institutional developments that were permitted by development agreement have unresolved and ongoing land use impact issues with abutting residential uses. This can be attributed to the lack of appropriate controls in the older development agreements to deal with elements like landscaping and lighting and the lack of ongoing enforcement of the terms of an agreement. Council wishes to ensure neighbouring residents that institutional uses will be appropriately regulated and these regulations will be enforced. By engaging the public in an informative and transparent application process and through ongoing review and enforcement, Council hopes to address any compatibility issues.

Policy I-3

It shall be a policy of Council to adopt a clear a transparent application and evaluation process to be used when considering institutional development proposals to ensure that potential land use conflicts are both understood and mitigated.

7.2.3 Greater Role in Provincial Institutional Projects

Most of the larger institutional projects within the Town, such as hospitals, schools, and correction facilities are constructed by either the provincial or federal governments and the Town has no ability to regulate these uses. Council would like to assume a greater role in these applications to ensure that issues such as traffic, stormwater drainage, and buffering are adequately addressed and that the Town’s residents are not negatively affected by these institutional projects.



Policy I-4

It shall be a policy of Council to seek greater involvement in the design and construction of institutional projects within the Town that are initiated by the provincial or federal governments.

7.3 Institutional Designation

7.3.1 The Institutional Designation

Institutional land uses have their own unique identifying characteristics. Schools, churches, colleges and hospitals are all necessary institutional uses which operate under more varied circumstances than other land uses. Such facilities should conform to specific standards established to ensure their compatibility with surrounding uses. Council intends to achieve this by establishing a separate land use designation and appropriate land use controls.

Policy I-5

It shall be a policy of Council to establish the Institutional Designation on the Town's Future Land Use Map. This designation is intended to apply to all existing and proposed major institutional land uses outside of the Downtown Commercial Designation.

7.3.2 Institutional (P3) Zone

While institutional uses are generally desirable uses and should be permitted in a wide range of possible locations, specific standards should be established within the Land Use By-law to ensure that any impact on adjacent uses are minimized. These requirements should include generous visual and acoustic buffering of structures and parking areas where a proposed institutional use abuts an existing or future residential area.

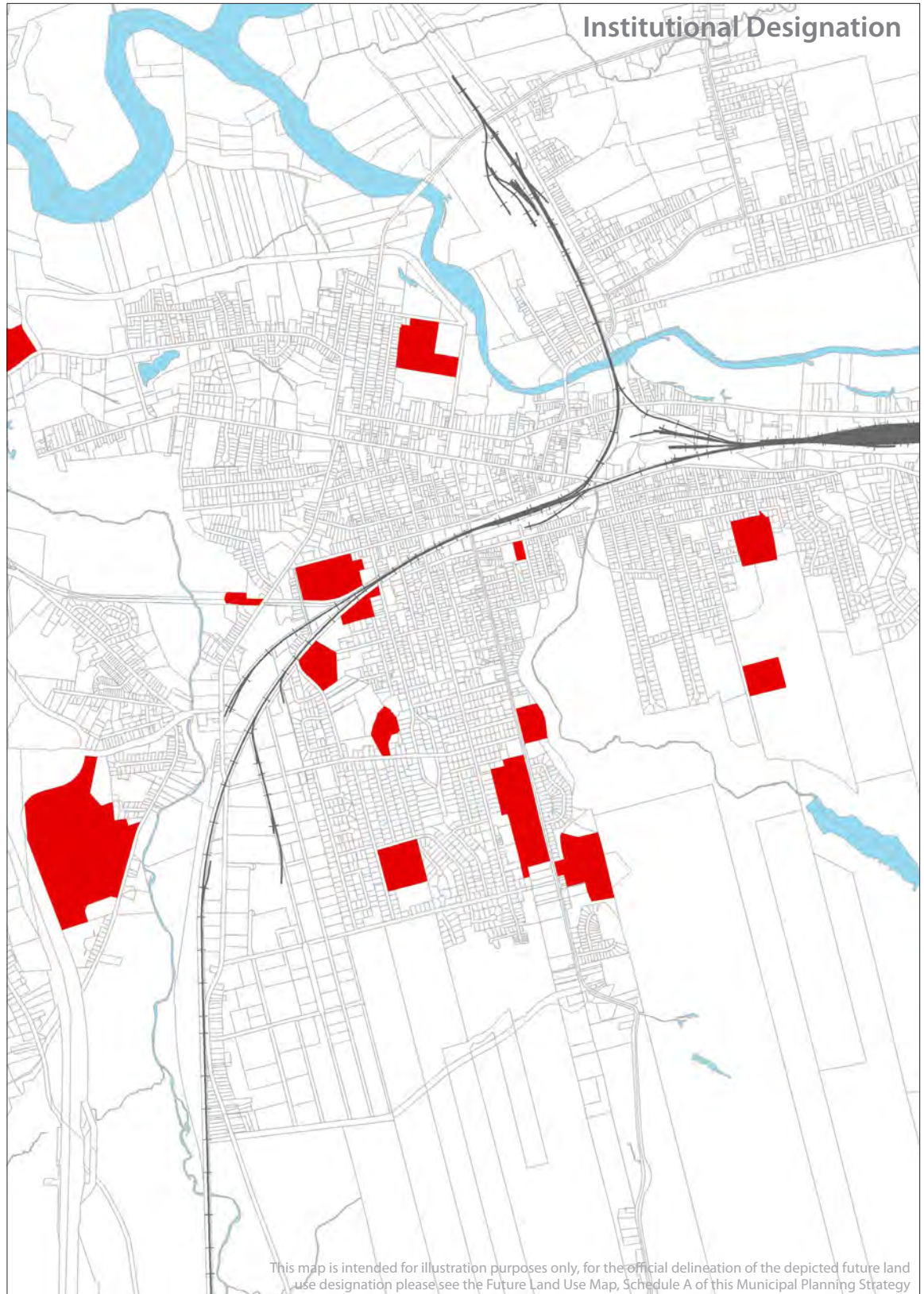
Policy I-6

It shall be a policy of Council to establish the Institutional (P3) and apply it to lands within the Institutional Designation and all institutional uses outside of the Downtown Commercial Designation. The P3 Zone will permit a range of institutional uses such as education, health care, corrections, religious, and government. The P3 Zone will also permit commercial and other uses clearly accessory to the principal use.



Policy I-7

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Institutional (P3) Zone to generally recognize existing development and to ensure that new development occurs in an orderly manner that does not create land use conflicts with abutting uses.



Policy I-8

It shall be a policy of Council to require proposed institutional uses to provide adequate visual and acoustic buffering where such uses abut a residential zone permitting intensive development in terms of lot coverage and building height.

7.4 Institutional Uses in other Designations

7.4.1 Institutional Uses in Other Land Use Designations

Institutional uses are generally desirable throughout a community and frequently need to be situated within a residential neighbourhood or within a downtown commercial area. With proper consideration given to buffering requirements, road access and other standards, these uses may locate in any other designation on the Future Land Use Map.

Policy I-9

It shall be a policy of Council to permit lands within all land use designations to rezone to the Institutional (P3) Zone with the exception of lands within the Limited Residential and Downtown Residential Designations and rezonings pursuant to Policy I-15.

Policy I-10

When considering applications to rezone lands to the Institutional (P3) Zone in accordance with Policy I-13, it shall be a policy of Council to:

- a) require that the proposal be reviewed using the evaluative criteria for rezonings as outlined in Part 11: Implementation of this Strategy; and
- b) require that the applicant submit a detailed site plan drawn to scale that identifies the location of any parking, landscaping, lighting, and signage.

7.4.2 Institutional Uses in Residential Zones

It is Council's intention that existing institutional uses be zoned Institutional (P3). There are instances where existing institutional uses are located within a residential zone. Whereas these uses are lawfully existing and established features in the residential areas, it is generally accepted that these uses are part of the neighbourhood. In many cases these institutional uses predate planning in the Truro area and such uses must be granted rights to continue those uses.

Policy I-11

It shall be a policy of Council to recognize existing institutional uses in residential zones provided that:

- a) the institutional use existed prior to the adoption of the 1983 Municipal Planning Strategy; and
- b) the institutional use is confined to the existing lot occupied by the use.

7.4.3 Institutional Uses in Limited or Downtown Residential Zones

Institutional uses are not permitted as-of-right in the Single Unit Residential (R1), Two Unit Residential (R2), Mixed Use Residential (R6), and Heritage Residential (R7) Zones and there is no provision to rezone lands in these zones to the Institutional (P3) Zone. There are many institutional uses already in existence in all of these residential zones and most of these uses are generally compatible with the surrounding residential neighbourhoods. New institutional uses are likely to be an appropriate addition to a residential area but care must be taken to ensure that these uses do not have a negative impact on the integrity of the neighbourhood. Council wants to accommodate new institutional uses in the R1, R2, R6, and R7 Zones but wants to consider these by development agreement in order to address any potential land use issues. The circumstances associated with each proposal can best be resolved through the development agreement process which examines developments for such things as site constraints, environmental or landscaping conditions, parking, signage, buffering, siting of the main or accessory structures, etc. This allows for special attention to the ‘fit’ of the development and can be most responsive to the streetscape, environmental setting and/or abutting and adjacent residential structures. Expansions to existing institutional uses in the R1, R2, R6, or R7 Zones or that involve land within these zones will also be considered by development agreement.

Policy I-12

It shall be a policy of Council to consider and permit institutional uses in the Single Unit Residential (R1), Two Unit Residential (R2), Mixed Use Residential (R6), and Heritage Residential (R7) Zones by development agreement only.



Policy I-13

When considering institutional development agreement applications pursuant to Policy I-16, it shall be a policy of Council to require the following:

- a) that the proposal be reviewed using the evaluative criteria for development agreements as outlined in Part 11: Implementation of this Strategy;
- b) that the proposal be compatible with adjacent uses in terms of height, bulk, scale, and lot coverage;
- c) that the proposal be compatible with adjacent uses in terms of architectural design, including roof pitch, roof type, materials, and fenestration;
- d) that the proposal does not detract from an established or developing streetscape by significantly varying from the typical height and setback of abutting structures or by having a building that is oriented away from the street; and
- e) that the parking area be suitably landscaped or fenced and situated where it will not be readily visible from neighbouring properties and the public right-of-way.

7.4.4 Institutional Uses in Commercial Zones

Institutional uses such as libraries and government offices typically locate within the downtown area. Some other types of institutional uses such as fraternal halls or private clubs often prefer to locate within a commercial or downtown area. Institutional uses are also generally less intensive than commercial development and pose few land use compatibility issues with commercial development. Certain institutional uses should, therefore, be permitted to locate within the Commercial zones and be subject to the requirements of those zones.

Policy I-14

It shall be a policy of Council to permit institutional uses in all Commercial zones, provided that such uses conform to the requirements of the zone in which they are located.

7.5 Other Uses in the Institutional (P3) Zone

7.5.1 Temporary Commercial Uses in Institutional Zones

There are occasions where it may be desirable to have occasional commercial uses on property zoned institutional. Flea markets, fairs, concerts, plays, craft sales and farmers markets are some possible examples of occasional uses which may be of benefit to a community group, school group or non-profit organization, or serve to bring people into the urban core area.

Policy I-15

It shall be a policy of Council to permit the temporary or occasional commercial uses of property zoned institutional.

8 • Parks & Open Space



8.1 Background

8.1.1 The Importance of Parks & Open Space

Parks and open spaces and the recreational opportunities they provide are a vital component of our communities, environments, promotion of artistic and cultural expression, leisure activities, educational pursuits, and economy. Parks and open spaces within the Town of Truro are essential in providing a healthy quality of life.

Creating parks, open spaces, and opportunities for recreation are important to promoting and maintaining a healthy population as well as attracting new residents. The availability of accessible recreational opportunities is a key component in assessing any community's overall "quality of life". Most individuals, businesses and industries look for these elements before deciding whether or not to make their home or invest in a particular community. The personal, social, economic and environmental benefits of recreation are the essence of a healthy community.

8.1.2 Parks and Open Space in Truro

Truro has a diverse selection of parks, trails and recreation facilities which allow for passive outdoor recreation as well as active participation in sport, recreation and leisure activities. One of Truro's greatest assets is Victoria Park, a 160 hectare (400 acre) natural woodland park which is located in the center of Town. The Park's natural beauty and its many amenities, including the regions' only outdoor pool, attract many visitors from outside of the Town. The Town also features a developing trail system, a number of playing fields, an off-leash park, a skate park, and several other parks. Truro, and Victoria Park in particular, is an important regional destination for outdoor recreation.

8.1.3 Issues

The Town's recreation and open space needs are well served by Victoria Park and the other existing facilities. However, there are some identified needs within the Town when it comes to provision of adequate recreational opportunities. The public consultation component of the 2006 *Downtown Master Plan*, and the more recent work done as part of the *Truro, Have Your Say* survey and the *Parks and Recreation Strategic Plan* all identified areas where the provision of parks and recreation in Truro can be improved.

Identified issues included: the lack of a civic plaza/town square in the downtown area; gaps in the regions trail system; limited access to the riverfront; lack of riverfront park, shortage of

neighbourhood parks/playgrounds, and a need to secure suitable and adequate outdoor recreation space as part of new development. Not all of these issues fall within the normal purview of land use planning policy. However, the planning approval process does occasionally present opportunities where public open spaces can be incorporated into new development proposals. This provides the Town with an opportunity to make sure that new residential subdivisions, new apartment buildings, new institutional uses and other types of development contribute to a Town-wide system of parks and open space. The planning approval process may also make it possible to achieve specific objectives such as incorporating a riverfront park or a trail connection into a development proposal.

In order for the planning approval process to assist in the Town's efforts to address the recreational needs of the community, it is essential that the Town develop an open space master plan that identifies where parks and trail connections are needed and where they should be developed. Once adopted by Council, an open space master plan could be used to ensure that new development helps to achieve the plan's objectives.



The quality of the Town's parks and open spaces is held in high regard. The impact that the surrounding buildings can have on the quality of an open space, especially smaller spaces, is often overlooked. While this has not been a contentious issue in Truro, there is a need to ensure that new development around the periphery of a park or open space does not detract from ability of park users to enjoy the space. The types of negative impacts that a new building may have on an open space include excessive height that obstructs sunlight access or detracts from a natural setting, inadequate buffering and tree retention, poor relationship between the building and the open space, traffic, and noise. As development occurs around the periphery of the Town's parks and open spaces, these issues should be considered as part of the development approval process. This will help to ensure that the Town's parks and open spaces remain enjoyable places to visit.

8.2 Parks & Open Space Objectives

8.2.1 Undertake a Parks and Open Space Master Plan

A survey conducted as part of the 2009 *Parks and Recreation Strategic Plan* found that 65% of Town residents felt that there was a need for more Neighbourhood Parks and 75% felt there was a need for more Multi-use Community Parks. A key recommendation of the 2006 *Downtown Master Plan* identified the need for a formal civic square/plaza in the downtown area to serve as a community focal point where large crowds can gather for major events such as the Remembrance Day ceremony or the tree lighting during the holiday season. The *Truro, Have Your Say* survey also identified the need for a downtown civic square. In addition, this survey found that many residents want public access to the riverfront and want to see a riverfront park developed at the site of the old public works garages.

It is evident that the residents of Truro think that more parks and open space are needed but none of the surveys done to date included any investigation into how this need could be addressed. An open space master plan is needed to look at the needs of the community, not only based on surveys but include a look at demographics, proximity to existing recreational opportunities, and identify gaps in our existing system of parks, open spaces, and trails. This process will identify where and what type of parks and open spaces are needed. This information can then be used to create a plan that will identify future objectives for park and trail development. This plan can be used as part of the planning approval process to identify opportunities where new development proposals can be instrumental in Town's efforts to address the recreational needs of the community. Once adopted by Council, an open space master plan could be used to ensure that new development helps to achieve the plan's objectives as a condition of approval.



Policy P-1

It shall be a policy of Council to undertake a Open Space Master Plan that inventories existing recreation facilities, assesses community needs based on demographics and access to existing facilities, identifies gaps in the existing trails and open space network, and evaluates identified projects such as a riverfront park and downtown civic square. The Open Space Master Plan will, based on all this background information, include a plan for future parks and open space development that are prioritized based on community needs.

8.2.2 Update the Town's Future Recreation Map

The Town's Recreation Plan is attached to this Strategy as Schedule C. This map is based on ideas and concepts for new parks and open space development that have been discussed at an informal level both internally and within the community over the past twenty years. This map should be updated as part of an open space master plan process. Projects recommended by a new open space master plan should be depicted on the map and form part of this Strategy.

Policy P-2

It shall be a policy of Council to update the Town's Recreation Plan as part of the Open Space Master Plan initiative described in Policy P-1.

Policy P-3

It shall be a policy of Council to use the Recreation Plan as a policy statement that will guide Council when evaluating development proposals and negotiating planning approvals where the proposed development may have an impact on the implementation of projects identified on the Future Recreation Map.

Policy P-4

It shall be a policy of Council to only consider those development proposals that are either consistent with or do not hinder the implementation of objectives and projects identified on the Town's Recreation Plan.



8.2.3 Develop Public Access to the Riverfront

The Salmon River is an underappreciated natural amenity that runs through the middle of Truro and Bible Hill. Despite its proximity to the Downtown, there is little evidence of the River's presence since it has been effectively cut off from the Town by dykes, marshland, and by industrial development along the banks of the river. The recent demolition of the former public works buildings on the riverfront presents an opportunity for the Town to open up the river to public access. Utilizing the entire site for parkland may not be prudent since this parcel is a valuable piece of real estate is located on a busy street in a commercial area. Council is, however, determined that the demand for public access to the riverfront be incorporated into any redevelopment of this site. Council will also approach private land owners along the river in an effort to secure access across their properties with the intention of developing a riverfront trail connection between Walker Street and Marshland Drive.

Policy P-5

It shall be a policy of Council to consider the need to develop public access to the Salmon River as part of any redevelopment proposal for the site of the former public works garages on Walker and Bayview Streets.

Policy P-6

It shall be a policy of Council to work with private landowners along the riverfront to secure public access across their lands for the purposes of developing a riverfront trail.

8.2.4 Develop a Downtown Civic Square

A key recommendation of the 2006 *Downtown Master Plan* was the creation of a civic plaza or square to act as a focal point for the community. The desire for a civic space was also evident in the results of the *Truro, Have Your Say* public participation campaign. Historically, Victoria Square acted as Truro’s town square but the nature of this space and the surrounding buildings have left it unsuitable for large public gatherings. Current concepts for the development of a Civic Square involve a formalized gathering space in the civic block and anticipate the removal of the current library. This site is already used for major public gatherings but the space was never properly designed to serve this purpose.

A downtown square would provide a formal venue for major public gatherings such as the Remembrance Day ceremonies and the tree lighting during the holiday season. The space would also serve as a potential location for festivals and events, temporary outdoor ice rinks, and as a gathering point to draw people into the downtown.



Policy P-7

It shall be a policy of Council to develop a civic square in the downtown area to serve as a public gathering space for the community.

Policy P-8

It shall be a policy of Council to ensure that development around the current library location anticipates its eventual removal and takes into consideration the need to frame the open space and feature main entrances, windows, and activities that are oriented towards the open space.

8.2.5 Support Parks, Recreation & Culture Strategic Plan

The Town of Truro undertook a strategic planning exercise for the Department of Parks, Recreation and Culture in early 2008. The resulting *Parks and Recreation Strategic Plan* was completed in 2009. Many of the recommendations of the *Strategic Plan* are not within the normal scope of land use planning policy but there are a few recommendations that should be considered when reviewing large development proposals, particularly with respect to developing trail linkages and the promotion of active and healthy lifestyles.

Policy P-9

It shall be a policy of Council to take into consideration the recommendations of the Parks & Recreation Strategic Plan, where applicable, when reviewing development proposals.

8.2.6 Recreation Opportunities for New Development

During the *Truro, Have Your Say* public participation campaign, concern was expressed regarding the provision of adequate outdoor amenity space in relation to new residential development. To ensure that sufficient amenity space suitable for recreational use is provided as part of any development proposal, the Town requires that all new development either include amenity space or, in some circumstances, provide improvements or cash in lieu of land. It is Council's intention that parkland and outdoor amenity space required pursuant to this objective be suitable for use by the residents of a development for outdoor recreation purposes.

New subdivisions are required to provide a parkland dedication as part of the subdivision approval process. It is not Council's intention that lands left over as part of a subdivision, lands at the back of lots with poor access and visibility, wet areas, or steep slopes make up the parkland dedication. Alternatively, Council may consider all or a portion of the parkland dedication in the form of a cash payment equal to the appraised value of the area of land that would be otherwise be dedicated. Council may also count the value of recreational equipment or other improvements to the public recreation undertaken by the developer towards any parkland dedication or cash-in-lieu contribution. Cash-in-lieu of parkland dedication is to be used to improve, maintain, and expand recreational facilities throughout Truro. It is Council's intention that the Parks, Recreation, and Culture Committee be consulted when considering the suitability of lands or improvements as a parkland dedication contribution.

New multiple unit residential developments are required to provide residents with outdoor amenity space as part of any development proposal. Outdoor amenity space required in conjunction with any development shall consist of usable space that is dedicated for active or passive recreation use. The definition of amenity space shall limit eligible space to areas designed and intended for recreation use and not include front yards or other landscaped areas that have limited recreational potential.



In certain areas of Town it may not be economically viable to require that new developments set aside large areas of land at grade for recreation purposes. This is particularly true in the downtown area where lot sizes are small and land values are quite high. Given that the Town is actively seeking to attract multiple unit residential development to the downtown area, it is important that the amenity space provisions allow for some flexibility. Specifically, the Land Use By-law should allow the option of providing such space in the form of internal recreation facilities, such as exercise rooms, pools or balconies rather than outdoor amenity space at grade. It is Council's intention that the Parks, Recreation, and Culture Committee be consulted when considering the suitability of amenity space included in any development proposal.

Policy P-10

It shall be a policy of Council to coordinate recreation land dedication or land purchase for recreational use to meet the objectives of the Recreation Plan and to consult the Parks, Recreation, and Culture Committee when identifying desirable areas for development as parkland.

Policy P-11

It shall be a policy of Council to require that all subdivision approval applications require parkland dedication. Council, in consultation with the Parks, Recreation, and Culture Committee, may require that parkland dedication include one or a combination of the following:

- a) an area of land suitable for active or passive recreation purposes in that it is publicly accessible, visible, and does not consist of lands that are wet or feature excessive slopes to the extent that their recreational use is limited;
- b) the cash value of lands that would normally be required as parkland dedication; or
- c) the cash value of lands that would normally be required as parkland dedication in the form an equivalent cash value in improvements to parks and open space either within the development or within the community that include items such as recreation equipment or trail development.

Policy P-12

It shall be a policy of Council to require that any new multiple unit residential development include provision for recreation and amenity space. The Land Use By-law shall allow for the provision of such space either externally or internally to the building, and that such space may consist of common or individual unit space.

Policy P-13

It shall be a policy of Council to consult the Parks, Recreation, and Culture Committee when considering the suitability of amenity space included in any development proposal.

Policy P-14

It shall be a policy of Council to require that outdoor amenity space consist of usable space that is dedicated for active or passive recreation use and not include areas that have limited recreational potential.

8.2.7 View Plane Preservation

There are a few locations in the Town that offer spectacular views of the Salmon and North River Valleys, Cobequid Bay, and the Bay of Fundy. On a clear day the view from one vantage point on Wood Street extends down the bay to Five Islands, a distance of about 60 kilometres. It is Council's intention that new development not block these views and that these vistas be preserved.

Policy P-15

It shall be a policy of Council to identify key vantage points within the community that offer views of the Salmon River Valley and the Cobequid Mountains on the Recreation Plan.

Policy P-16

It shall be a policy of Council to consider view plane preservation as part of any development proposal requiring a development agreement or rezoning.

8.2.8 Enhance Parks and Open Space

The Town's outdoor recreational facilities, parks and open spaces are an important resource that provides recreational opportunities for the Town's residents. Visitors from around the region and beyond are attracted to Truro's parks and open spaces and the presence of these regional facilities provides employment, boosts the commercial sector and attracts development in all other land use categories. It is therefore important that the Town continue to encourage, support, and enhance its parks and open spaces. Accordingly, new development should incorporate design considerations that complement and enhance neighbouring parks and open spaces.



Policy P-17

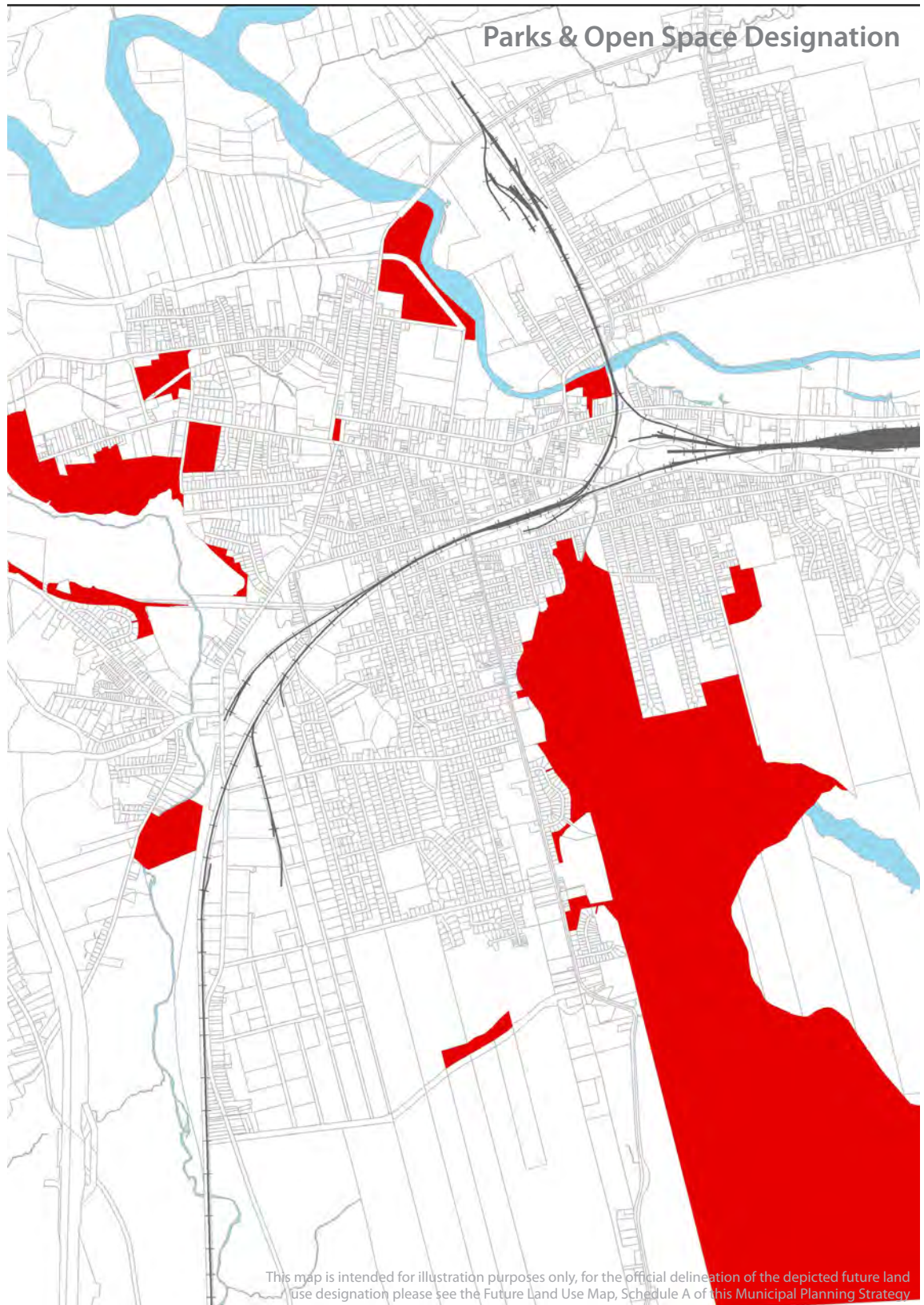
It shall be a policy of Council have regard for the following when considering development applications that abut or are situated within the vicinity of an existing or planned park or open space:

- a) development abutting a neighbourhood park or square such as Victoria Square should complement the open space by framing the open space and having main entrances, windows, and activity oriented towards the open space; and
- b) development abutting a community or neighbourhood park such as Victoria Park or Kiwanis Park should complement the open space by maintaining the park's natural setting with appropriate buffers and building heights.

8.3 Parks and Open Space Designation

8.3.1 The Parks and Open Space Designation

Parks and open spaces are integral to the quality of life a community has to offer and Council recognizes that special land use controls need to be put in place to ensure that these areas remain available for the recreational needs of the community. To regulate the types of land use activity that can take place in the Town's parks and open spaces, Council has created the Parks and Open Space Designation that shall apply to the Town's larger parks, open spaces, sports fields, and private recreation such as the Truro Golf Club.



Policy P-18

It shall be a policy of Council to establish the Parks and Open Space Designation on the Town's Future Land Use Map.

Policy P-19

It shall be a policy of Council to establish the Parks and Open Space Designation and apply it to all existing and proposed parks and open spaces in the Town including private recreational uses such as the Truro Golf Club. Smaller neighbourhood parks have not been included in this designation since land use designations are intended to apply to large generalized areas of land.

8.3.2 Parks and Open Space (P1) Zone

The establishment of a broad recreation zone will more fully stress the importance and value of such land use by clearly setting it apart. Permitted uses in the Parks and Open Space Zone (P1) will consist of a range of passive, active and cultural activities. This zone will be applied only to publicly-held lands which are to be reserved as open space or used for recreational use.

The Town operated a municipal campground in Victoria Park up until the early 1970s and there is some support within the community for the Town to once again operate a campground. Accordingly, Council wants to be able to consider proposals to operate a new municipal campground in the Park. To accommodate this possibility, the P1 Zone lists municipal campgrounds as a permitted use.

Because of the positive impacts associated with parks and open space uses, rezonings to the P1 Zone are to be permitted within any of the land use designations on the Future Land Use Map.

Policy P-20

It shall be a policy of Council to establish a Parks and Open Space (P1) Zone and apply it to all publicly owned parks and open spaces in existence or identified as part of the Recreation Plan. The P1 Zone will permit a range of open space uses such as parks, community gardens, and cemeteries as well as recreation uses such as playgrounds, sports fields, playing courts, recreation facilities, and private recreation uses where specifically permitted by Council. The P1 Zone will also permit municipal campgrounds.

Policy P-21

It shall be a policy of Council to establish minimum frontage requirements, setback requirements, and height restrictions for the Parks and Open Space (P1) Zone to accommodate the diverse range of recreation uses, accommodate their different land use characteristics, and allow the Town to accommodate a wide range of development scenarios when it comes to developing publicly held land for recreational purposes.

Policy P-22

It shall be a policy of Council to permit rezonings to the Parks and Open Space (P1) in any future land use designation.

8.3.3 Commercial Recreation (P2) Zone

There are properties in Town that offer many of the aesthetic benefits of a park or open space but are privately owned and used for commercial recreational purposes such as the golf course. The Commercial Recreation (P2) Zone recognizes the private commercial nature of these facilities but also recognizes that these lands make up a significant part of the green space available in our community. There is an expectation by the community that these privately held green spaces will remain as open space and contribute to the beauty of the Town.

Policy P-23

It shall be a policy of Council to establish a Commercial Recreation (P2) Zone and apply it to commercially owned parks and open spaces. The Recreation (P2) Zone will permit private recreation and open space uses including golf courses, amusement parks, recreation facilities, sports fields, playing courts, and recreation facilities.

Policy P-24

It shall be a policy of Council to establish minimum lot area requirements, frontage requirements, setback requirements, and height restrictions for the Recreation (P2) Zone to generally recognize existing development and to ensure that new development occurs in an orderly manner that does not create land use conflicts with abutting uses.

9 • Environmental Management



9.1 Background

9.1.1 Environmental Management

This part of the Community Plan will focus on striking a balance between the physical environment and the Town's other objectives with respect to new development and growth. This part will not directly focus on issues such as climate change, sustainable development, or greenhouse gas emissions which are commonly associated with any discussion related to the 'environment'. Environmental management is a more specific topic that relates to the direct relationship that exists between development and the physical environment.

9.1.2 Issues

Every community is influenced by its physical setting. Features such as rivers, hills, and wetlands are significant barriers that shape the way a community is laid out while natural resources such as good quality farmland can have an impact on a communities prosperity. Truro is no exception, and the Town has been heavily influenced throughout its history by the flood prone Salmon River, the steep slopes of the surrounding hills and the tidal waters of the Minas Basin.

Truro's location at head of the Minas Basin and at the mouth of the Salmon River have been key to its success as a regional centre and transportation hub and its physical setting had lots to offer early inhabitants. Its location at the head of the Minas Basin ensured that major transportation routes connecting Halifax and southern Nova Scotia to the rest of North America would travel through the area. The salt marshes along the shores of the Basin and the flat lands of the Salmon River Valley offered rich farmland and this also encouraged growth in the region.

Although the Town's physical setting offers many benefits, it also poses a few significant constraints to development. The Salmon and North Rivers are both susceptible to flooding and the shores of the Minas Basin are at risk of coastal flooding during storm surge events. The steeply sloping terrain to the south of Town and the steep ravines along Lepper Brook and McClures Brook are also significant barriers that have shaped the way the Town has developed. These natural hazards were not always avoided and development pressure led to extensive development within the floodplain and along the edges of the ravines. Development on steep slopes and along the edges of the ravines are also susceptible to erosion which, in addition to being a hazard to development, is also potentially damaging to the water quality of the nearby rivers and streams.

9.2 Environmental Management Objectives

9.2.1 Limit Risk of Flood Damage

The Town of Truro is located in the upper tidal region of the Cobequid Bay. The high tides of the Bay of Fundy combined with the presence of the Salmon and North River systems has created a dynamic river system that poses a significant challenge to surrounding communities. Low lying areas adjacent to the Salmon and North Rivers are susceptible to floods during heavy rainfall events and rapid thaws in the spring. The latter is especially true when the ice begins to break up on the river and create ice dams. Also at risk are the low lying areas around the mouth of the Salmon River. These areas are protected from the waters of the Bay of Fundy by a system of dykes which are designed to hold back ocean waters during normal high tides. However, a high tide which coincides with a major low pressure system and accompanying storm surge would result to significant coastal flooding which would affect large areas of Truro. Council is aware of the risks associated with coastal and freshwater flooding and is mindful of the potential that this risk will only increase with sea level rise and climate change.

Traditionally, development in the flood plain and dyke lands was limited and consisted mostly of agricultural structures, homes and small businesses. This development pattern that persisted for two hundred years underwent a dramatic transformation during the late 1960's and early 1970's with the establishment of the 100 series provincial highway system and the development of an interchange at Robie Street. This and the subsequent Twinning of the 102 Highway provided excellent exposure to lands along the Robie Street entrance to the Town and soon the area became an important highway commercial stop for the travelling public with service stations; malls, fast food restaurants and motel developments.



The success of the Robie Street commercial area has led to extensive development within flood risk areas. Planning documents in the Town of Truro over the last three decades have attempted to address the relationship between new development and flooding conditions; however, the lack of accurate flood prediction models until the mid 1980's made the development of policy and regulations difficult. This, combined with the seemingly intermittent occurrence of flooding and limited amount of flood damage, did not create an urgent need to develop comprehensive policy and regulations in this regard.

The Town of Truro and neighbouring Colchester County have experienced significant growth within the floodplain due to commercial development associated with Exit 14 on Highway 102

Since the early 1900's there have been no less than a dozen studies that have examined components of the river system and flooding. These have been generally specific to certain issues and offered little help to formulate a comprehensive overview of the nature and characteristics of flooding patterns. It was not until the Canada - Nova Scotia Flood Damage Reduction Program in mid 1980's when computer modeling assisted in the development of uniform construction standards and ultimately the designation of five flood risk areas in the Province of Nova Scotia, one of which included the Salmon and North Rivers. This designation and the resulting federal - provincial agreement respecting flood damage relief pressured municipal governments to recognize the serious nature of flooding and the necessity for basic development standards. The outcome of this work raised awareness of two main principles; first that development must be prohibited in areas that flooded at a relative frequency of once every twenty years, and; second that buildings must be flood proofed in areas flooding at a frequency of once every one hundred years. These have become the standard mapped risk assessments used to establish development controls in designated flood risk areas within the Province.

Policy E-1

It shall be a policy of Council to recognize the principles, development standards and mapping established under the 1988 Canada - Nova Scotia Flood Damage Reduction Program and, where appropriate, incorporate these into municipal planning policy and regulations.

9.2.2 Comply with Provincial Interest Statement Regarding Flood Risk Areas

Until 1999, the regulation of flood risk areas had been a municipal responsibility and had generally only occurred in areas where land use planning had resulted in the adoption of official planning documents. The Town of Truro has had prescribed standards for flood plain development since 1976 through its Municipal Development Plan. Similar provisions came into effect in Colchester County in 1994 with adoption of the consolidated Central Colchester Municipal Planning Strategy which set out similar development standards for flood risk areas throughout the entire Salmon and North River flood plains.

Enactment of the Municipal Government Act in 1999 established Statements of Provincial Interest, on a variety of planning issues one of which is concerned with the five designated flood plains in Nova Scotia. The purpose of this is to protect public safety and property and to reduce the requirement for flood control works and flood damage restoration in established flood plains. This statement is intended to express a formal provincial position on development in flood risk areas and it also binds all municipalities to address flood risk issues through their planning documents.

Policy E-2

It shall be a policy of Council to create policy and regulations concerning development in flood risk areas in a manner that is consistent with the objectives and principles expressed under the corresponding Statements of Provincial Interest Regarding Flood Risk.

9.2.3 Identify Flood Risk Areas

For land use planning purposes, the flood plain comprises of two main regions; first the area that floods at a relative frequency of 1:20 years, which is referred to as the a ‘flood way’, and; second, the area that floods at a relative frequency 1:100 years, known as the a ‘flood way fringe’. Together these form the Salmon and North River Flood Plain illustrated on the well recognized orange coloured flood maps prepared from the 1988 Flood Damage Reduction Program. The flood plain became officially designated in March of the same year with an agreement signed between the federal and provincial governments. This effectively removed any provincial or federal responsibility to pay flood damage relief claims for new development that did not meet the recommended flood proofing standards.

Although the Flood Damage Reduction Program no longer exists, the Provincial Statement of Interest concerning Flood Risk Areas has incorporated, by reference, all mapping and flood proofing standards created under the Flood Damage Reduction Program.

Policy E-3

It shall be a policy of Council to accept the delineations of the 1:20 Flood Plain and 1:100 Flood Plain as determined by the 1988 Flood Damage Reduction Program except where amended in accordance with this Strategy.

9.2.4 Accommodate Development in Flood Risk Areas

There is continued demand for development within some flood risk areas and it is Council’s intention that this development be accommodated in a controlled manner. Council is prepared to approve further development in flood risk areas provided that it can be effectively flood-proofed and provided that it does not contribute to flooding elsewhere within the floodplain.

The Town has decided to adopt a balanced cut and fill approach to regulating development within flood risk areas. While the cut and fill concept for flood plain management is unique to the region, the Provincial Statement of Interest broadly contemplates such an application of non-traditional development techniques in flood risk areas when it states that such approaches “...may be permitted provided a hydro- technical study, carried out by a qualified person, shows that the proposed development will not contribute to upstream or downstream flooding or result in a change to flood flow patterns.” The Land Use By-law will contain specific conditions and standards to ensure that this objective is accomplished.

The Town recognizes there is a demand for ongoing development within the floodplain and is prepared to accept new development provided it is flood proofed

Policy E-4

It shall be a policy of Council to accommodate limited development within the 1:20 and 1:100 where the proposed development can be flood proofed and not contribute to upstream or downstream flooding or result in a change to flood flow patterns.

Policy E-5

It shall be a policy of Council to accommodate limited development and alterations of topography within the 1:20 and 1:100 flood plains where it can be demonstrated that the proposal will not contribute to upstream or downstream flooding or result in a change to flood flow patterns.

Certain types of land uses are not suitably located in areas where there exists a risk of flooding. Development in many parts of Truro has encroached on the flood plain but luckily many of these uses do not present serious safety or environmental issues. In spite of this good fortune, Council does not wish to promote development inappropriate to areas susceptible to periodic flooding. Locating hospitals, senior citizen housing, homes for special care and similar types of uses in flood risk areas could threaten the safety of individuals occupying such institutions if evacuation is necessary. Other uses such as the warehousing or production of hazardous materials may increase the risks of environmental contamination during a period of flooding. For these reasons, the Land Use By-law will only permit these types of land uses in areas not at risk of flooding.

Policy E-6

It shall be a policy of Council to not permit the establishment of institutional land uses, such as hospitals, senior citizen housing, special care facilities, and other activities that have a prevailing safety consideration in areas that are exposed to flood risk.

Policy E-7

It shall be a policy of Council to protect environmental quality in all flood plain areas by not allowing any land use activity that poses a heightened potential of contaminating the Salmon and North River Flood Plains during a flood event.

9.2.5 Ongoing Flood Monitoring

The Salmon River has frequently been referred to as one of the most studied flood plains in Canada. While this may be true, it is unfortunate that little has been done to organize and implement a flood monitoring program to compile data for future analysis. Too often, a large amount of effort is directed towards collecting flood event information for each study that has been completed on the river system. This obviously creates additional costs and makes it difficult to acquire accurate historic data. Council intends to promote and support any initiative aimed at improving the quality of flood related data for future reference.

Policy E-8

It shall be a policy of Council to consider participating in any flood monitoring initiatives designed to record flood event characteristics and pursuing partnerships with the County of Colchester, the Province of Nova Scotia, Government of Canada and any other interest group that has a stake in flood related issues.

9.2.6 Maintenance of Dykes

The Nova Scotia Department of Agriculture and Fisheries has the responsibility of maintaining approximately 17 km of dykes and several aboiteaus in the lower Salmon River flood plain. Part of this dyking system occurs extends along the southern boundary of the Salmon River from Stanfields to Highway #102 and beyond. Farmers, residents, businesses, institutions and other property owners have grown to rely on this dyking system for protection against flood damage. From time to time, this type of infrastructure requires maintenance and improvement so that it may continue to function properly and offer an added measure of security that residents have come to depend on.



Policy E-9

It shall be a policy of Council to generally support dyke maintenance and improvement programs carried out by or under the supervision of the Nova Scotia Department of Agriculture and Fisheries.

The Town recognizes the need to maintain an effective system of dykes

9.2.7 Storm Water Management

Flooding within the Salmon River flood plain is often aggravated by localized storm water problems. Areas within Truro such as Park Street, Normandy Avenue, Ford Street, East Queen Street and Juniper Street are usually subject to more pronounced flooding and at a more frequently interval than other areas of the flood plain. This type of flooding is every bit as troublesome and costly as the tidal flooding illustrated on flood risk mapping. Regardless of the source of flooding, storm water is a major issue that should be addressed in the future, not only within areas of documented flood risk but throughout the entire watershed. Cooperation with neighbouring municipalities, property owners and other levels of government will be necessary to develop a comprehensive plan capable of fully addressing this matter.

Policy E-10

It shall be a policy of Council to in conjunction with other parts of this strategy, explore ways and means of managing storm water in areas of the flood plain together with the upstream drainage systems that strongly influence the nature and extent of flooding in low lying areas.

9.2.8 Preserve Natural Drainage Systems to Minimize Erosion

The lands in the southern section of Town are dramatically sloped resulting in a variety of drainage issues. The soils in this area are less permeable and surface water runoff is high even in the natural state of the environment. Continued urban development in these areas will result in an increase of surface water runoff. Drainage becomes a serious matter and surface water runoff must be dealt with in a satisfactory manner so problems such as flooding basements, overloading storm water systems and erosion, do not occur.

The two most common methods to deal with surface water runoff in urbanized areas are development of a storm sewer system consisting of curbs, gutter, catch basins and underground pipes; and/or utilizing natural runoff ravines which can be maintained or upgraded to deal with higher peak flows.

Underground storm sewer systems are costly both in terms of capital expenditure and maintenance. They may only be realistically designed to capture more frequent peak storm events expected runoff which is then carried to the closest convenient natural drain. This complex system is only as efficient as it is complete, and is dependent on natural drainage channels to form a part of the complete system. The concept of underground storm sewers controlling all of surface water runoff is not practical.

It is important that natural runoff ravines become an integral element in controlling surface water runoff and therefore these natural features provides an important municipal service for stormwater management. Drainage ravines occurred naturally over time peak flow controls and if left intact and not overloaded can manage stormwater in the most cost effective way, when compared to other drainage infrastructure usually created in urbanized areas. It should be noted however that the flow dynamics of these ravines are not geared to urban development and the sudden peak flow conditions to which often occurs from development. Therefore, care must be taken when considering the use of natural runoff ravines, and maintenance of these ravines becomes a fundamental component of storm water management.

Policy E-11

It shall be a policy of Council to preserve the many natural drainage ravines that are found on the hillside to the south of Town and ensure that these ravines continue to handle stormwater flows and function as a natural part of the Town's overall drainage system.

9.2.9 Limit Development on Steep Slopes

Another important environmental consideration is excessive slope. Slopes in excess of 30 per cent create problems for urban development. The hazards that steep slopes present are dangerous to both public and private properties alike. The degree and speed of surface water runoff, the erosion and resulting sedimentation transfer, and the potential for slumping or sliding of top soils can become monumental problems, and result in continued cost and aggravation. In consideration of municipal roads and services, maintenance costs and public safety, slope retention and related conditions represent an environmental constraint to development and will therefore need to be regulated in this regard.

Policy E-12

It shall be a policy of Council to limit development on steep slopes in an effort to prevent erosion and slope failure.

9.2.10 Protect and Enhance the Town's Water Supply

The Town of Truro has been using the Lepper Brook watershed as its water supply since 1875. Today the watershed provides water to the Town as well as large parts of Colchester County. A safe, plentiful, and reliable source of water is important to ensure the health of the community and to ensure continued growth. A principal objective of the Town of Truro, therefore, is to protect the water quality within the Lepper Brook Watershed. Approximately 90 percent of the 1,880 ha (4646 acre) watershed lies within the Town boundary and is covered by the Town's Municipal Planning Strategy and Land Use By-law. Land use regulations have been an important tool in ensuring watershed protection and strict controls are in place to ensure that development in the watershed is limited. The Town is also in the process of finalizing a Source Water Protection Plan which will balance the need to protect water quality with the interests of other stakeholders within the watershed.

Policy E-13

It shall be a policy of Council to regulate land use within the Lepper Brook Watershed and ensure that existing and new development does not have a negative impact on water quality.

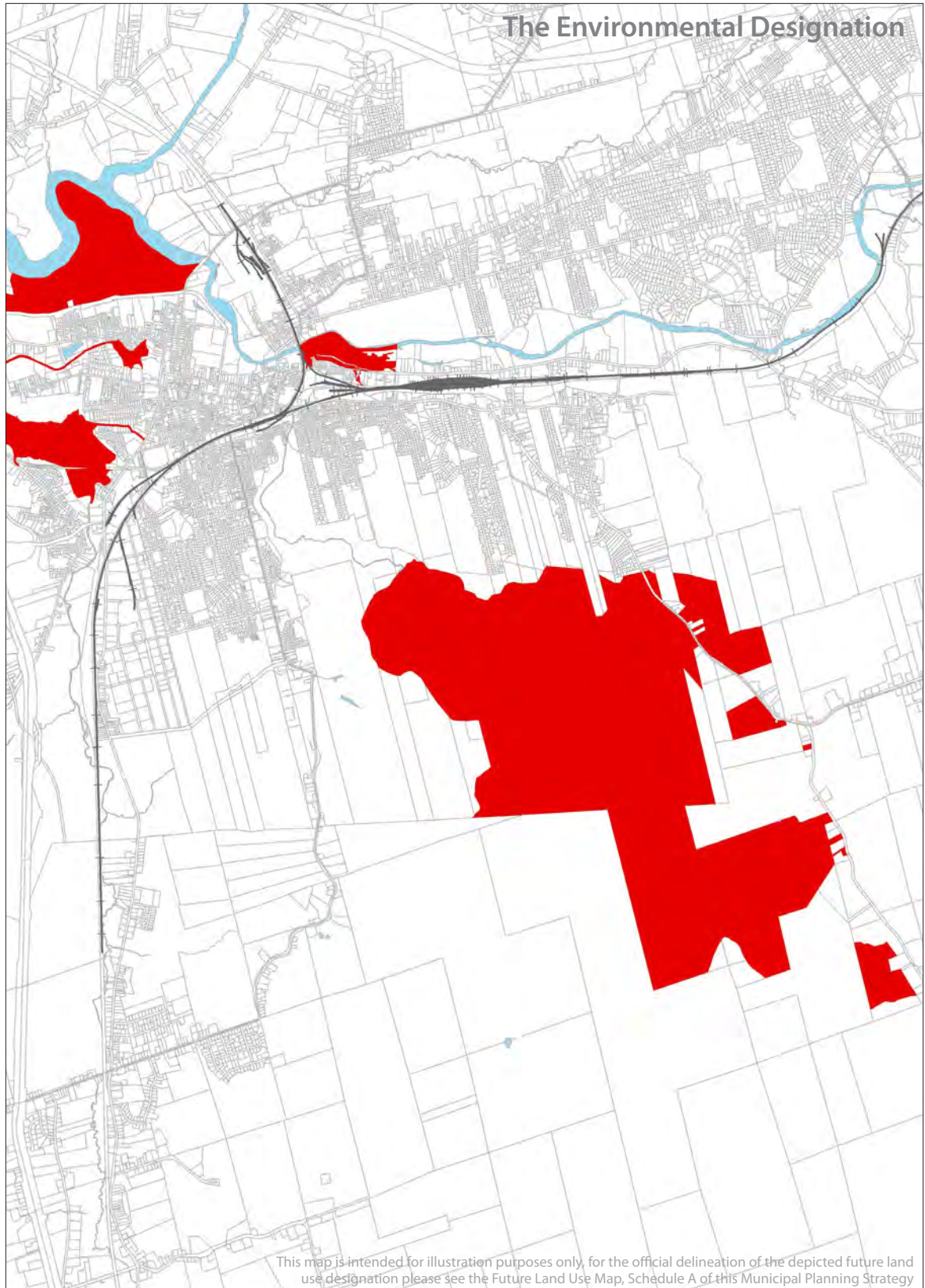
Policy E-14

It shall be a policy of Council to support the goals and objectives of the Source Water Protection Plan (SWPP) and amend the Municipal Planning Strategy and Land Use By-law as required to be consistent with the SWPP.

9.3 Environmental Designation

9.3.1 The Environmental Designation

The Environmental Designation has been created to recognize that there are areas of Town that are unsuitable for development and that policy and regulations need to be put into place to ensure that development in these areas is limited. These areas would include portions of the floodplain that are susceptible to frequent flooding or that are an integral part of a flood water drainage system. Other areas that are unsuitable for development would include steep slopes and ravines where there is a risk of increased erosion or slope failure should they be developed. Town owned portions of the Lepper Brook Watershed are also included in the Environmental Designation to ensure that the Town's commitment to a safe and reliable supply of drinking water is supported by policies that limit development within the Watershed. Lands within the watershed that are not Town owned are not included in the Environmental Designation, but these lands are subject to land use restrictions designed to protect the watershed and these can be found in Part 4: Residential Policies of this plan.



Policy E-15

It shall be a policy of Council to establish the Environmental Designation on the Town's Future Land Use Map and apply it to lands where development is restricted due to environmental characteristics which naturally limit the use of the land. This includes lands within the floodplain that are not included in another designation and Town owned lands within the Lepper Brook watershed.

9.3.2 The Environmental Reserve (E1) Zone

The Environmental Reserve (E1) Zone is intended to apply to lands within the Environmental Designation that have excessive slopes or that are a drainage ravine. The E1 Zone will permit a limited range of recreation uses as well as public works and utilities. No permanent structures, except for public works, are permitted within the E1 Zone. Council recognizes that the boundaries of the E1 Zone have not been delineated based on detailed survey and contour information and that there should be an opportunity to refine the zone boundaries as appropriate should more accurate information become available.

Policy E-16

It shall be a policy of Council to establish the Environmental Reserve (E1) Zone and apply it to areas which are integral to natural storm water drainage, such as runoff ravines and streams. The E1 Zone shall also apply to areas of excessive slope. This shall include lands having a slope in excess of 30% or lands within 15m of the centreline of a watercourse.

Policy E-17

Within the Environmental Reserve (E1) Zone, it shall be a policy of Council to permit a limited range of uses such as passive recreational uses and public works projects.

Policy E-18

It shall be a policy of Council to preserve the natural setting that is typical of the Environmental Reserve (E1) Zone through minimum lot sizes, frontage requirements, setback requirements, and height restrictions.

Policy E-19

It shall be a policy of Council to consider development of lands within the Environmental Reserve (E1) Zone if it can be demonstrated that the lands do not have a slope in excess of 30% or that the lands are not within 15m of a watercourse. Development permitted under this clause shall conform to the requirements of the zone immediately abutting the area within the E1 Zone that is to be developed.

Policy E-20

It shall be a policy of Council to prohibit infilling and excavation without a development permit and encourage replanting of denuded slopes within the Environmental Reserve (E1) Zone.

9.3.3 Development within the Floodplain

The 1:20 and 1:100 flood risk elevations for the Salmon River were delineated in the 1988 Flood Damage Reduction Program. Large portions of the Robie Street area, Ford Street, Park Street, as well as the areas around the Colchester Legion Stadium and Stanfields were found to be within flood risk areas. These areas have been extensively developed and there continues to be interest in developing these areas today. Given the extent of development in these areas and the success of the Robie Street commercial area, it is very difficult for Council to restrict development within flood risk areas. The County of Colchester and the Town undertook a floodplain management study in 1997 which, in part, was intended to set out a regulatory framework that would accommodate development within the flood risk areas. This study resulted in a series of regulations that are designed to allow development in the certain areas of the floodplain provided it is flood proofed and does not cause increased flood levels elsewhere in the floodplain. The findings of this study form the basis for the following policies and accompanying regulations in the Land Use By-law.

9.3.4 The Floodplain (E2) Zone

The Floodplain (E2) represents areas below the 1:20 flood elevation that function as the primary drainage ways for flood waters. It is critical that their function be maintained and in some cases improved to ensure water can freely flow into the Cobequid Basin. These areas are at the highest risk of flooding and structural development of any kind is not permitted. Recreational activities and land cultivation in some areas are among the only types of uses suited to such areas.

Policy E-21

It shall be a policy of Council to establish the Floodplain (E2) Zone and apply it to areas of the Salmon River Floodplain that are the primary drainage ways for flood waters and to lands in the vicinity of East Queen Street where ice damming has historically caused extensive flooding.

Policy E-22

It shall be a policy of Council to maintain and enhance flood dynamics as well as minimize new flood damage to property by prohibiting permanent structural development in the Floodplain (E2) Zone except for temporary structures accessory to permitted agricultural, recreational, and/or resource land uses and set out specific requirements in the Land Use By-law for topographical alterations.

9.3.5 The Floodway (E3) Overlay

The 1997 Floodplain Management Study identified certain areas of land below the 1:20 flood elevation that are not essential to the efficient drainage of waters during a flood nor are they regularly flooded when an ice dam forms in the Salmon River. It was concluded that the development of these lands is possible provided flood water storage capacity is not displaced and provided all buildings are flood proofed. While these lands are at risk of flooding, it is possible that these lands may be developed without affecting the dynamics of the floodplain and, with proper flood proofing measures, minimal risk of flood damage.

To identify areas within the 1:20 floodway that may be suitable for development, the Floodway (E3) Overlay has been created and applied to the Town's Land Use By-law Zoning Map. With an overlay in place, a property is still subject to all the regulations and requirements that would apply to the underlying zone, but there is an additional level of regulations associated with the overlay. A property that has an E3 Overlay will still be subject to the underlying zone, but there will be additional requirements related to flood proofing, alteration of topography, and certain uses will be prohibited.

Policy E-23

It shall be a policy of Council to establish the Floodway (E3) Overlay and apply it to lands having a 1:20 year flood frequency as determined by the 1988 Flood Damage Reduction Program.

Policy E-24

It shall be a policy of Council to, for lands within the Floodway (E3) Overlay, apply the regulations and requirements of the underlying zone to any development.

Policy E-25

It shall be a policy of Council to permit alterations of topography in the Floodway (E3) Overlay using a cut and fill procedure where all fill material comes from within the same hydrologic region of the floodplain and otherwise complies with the cut and fill provisions in the Town of Truro's Land Use By-law.

Policy E-26

It shall be a policy of Council to allow development in the Floodway (E3) Overlay provided that all main structures are flood proofed in accordance with the policies of this strategy and implementing Land Use By-law.

9.3.6 The Floodway Fringe (E4) Overlay

Most of the Robie Street commercial area and other developed sections of the Salmon River floodplain lie within the 1:100 floodway. These areas flood less frequently than the 1:20 floodway and offer greater opportunity for development. The 1997 Floodplain Management Study recommended that the 1:100 floodway could be developed provided any structures are flood proofed and provided that any alteration of topography uses a balanced cut and fill procedure. Also, because adding small amounts of fill to this portion of the floodplain will not displace significant volumes of floodwater storage capacity, fill from outside of the floodplain is permitted in the 1:100 floodway. However, this fill may only be used for flood proofing purposes; all other alterations of topography will be required to balance cut and fill and the fill material must come from the same area of the floodplain.

The 1:100 floodway is identified as the Floodway Fringe (E4) Overlay on the Land Use By-law Zoning Map. The E4 Overlay functions in the same manner as the E3 Overlay where the zone requirements and permitted uses of the underlying zone apply to any development.

Policy E-27

It shall be a policy of Council to establish the Floodway Fringe (E4) Overlay and apply it to lands having a 1:100 year flood frequency as determined by the 1988 Flood Damage Reduction Program.

Policy E-28

It shall be a policy of Council to, for lands within the Floodway Fringe (E4) Overlay, apply the regulations and requirements of the underlying zone to any development.

Policy E-29

It shall be a policy of Council to permit alterations of topography in the Floodway Fringe (E4) Overlay using a cut and fill procedure prescribed by this strategy and accompanying provisions in the Town of Truro's Land Use By-law.

Policy E-30

It shall be a policy of Council to permit the addition of fill material from outside of the floodplain provided it is only used for flood proofing purposes in accordance with the Land Use By-law flood proofing requirements.

Policy E-31

It shall be a policy of Council to allow development in the Floodway (E3) Overlay provided that all main structures are flood proofed in accordance with the policies of this strategy and implementing Land Use By-law.

9.3.7 Hydrologic Regions

A key conclusion of the 1997 Floodplain Management Study was that flood water storage may move within a given area of the floodplain, but there must be no net loss of flood water storage capacity. While minor additions of fill are permitted within the 1:100 floodway for flood proofing purposes, all other fill must come from within the floodplain. However, the floodplain is a large geographic area with many different tributaries and channels that can experience localized flooding and the addition of fill from one area to another may create a loss in flood water storage capacity on a local level. While this would have no impact on the total volume of flood water storage for the whole floodplain, it may have a significant impact in a localized area. To address this, the Floodplain Management Study divided the floodplain up into separate regions wherein cut and fill would have to be balanced.

Policy E-32

It shall be a policy of Council to divide the floodplain up into hydrologic regions wherein cut and fill will have to be balanced to ensure that flood water storage is conserved within that region.

9.3.8 Flood Proofing Standards

The Flood Damage Reduction Program recommended that flood proofing be carried out by raising buildings above the calculated 1:100 year flood elevation. The technique involves depositing fill in the area being built upon to a point where any opening into the building is sufficiently raised to an elevation above the predicted 1:100 year flood event. The fill would extend out around the perimeter of the building a distance of approximately 3.0 m to provide an ice shield that would protect the premises from damage while the balance of the site would remain at existing elevations. It is important to recognize that in the 1988 Flood Damage Reduction Agreement between the Federal and Provincial Governments, the 1:100 year flood elevation was used as the minimum standard for any new construction in flood risk areas; anything less than this would not qualify for flood damage relief payments in the event of destruction.

Policy E-33

Therefore it shall be a policy of Council to require that any main structure permitted in an area exposed to flood risk be flood proofed to an elevation that exceeds the 1:100 year flood frequency indicated on mapping prepared under the Canada - Nova Scotia Flood Damage Reduction Program.

Policy E-34

It shall be a policy of Council to develop standards in the Land Use By-law that set out specific requirements for the infilling of land for flood proofing purposes and limit the amount of infilling to an area immediately around the structure as a means of conserving flood storage.

9.3.9 The Watershed (E5) Zone

The Town of Truro has worked hard toward continuously and pro-actively ensuring that the integrity of the water supply is protected. The Lepper Brook Watershed is a large area that includes many different land owners and includes lands that are outside of the Town boundary. There are many challenges facing the Town in its efforts to ensure that the watershed is protected. These include jurisdiction, private ownership, and lack of effective land use controls. To overcome these issues the Town has been actively purchasing lands within the watershed and around 43 percent is now owned by the Town. Where the Town owns the property and where this property is within Town limits, there are no land ownership issues or jurisdictional challenges to overcome. In these instances land use controls are an effective means of limiting potential uses that may have an adverse impact on water quality. The inclusion of this portion of the watershed in the Environmental Designation is a clear indication that the Town intends to carefully regulate development in this area and forms the basis for the establishment of the Watershed (E5) Zone. This zone, like the other Environmental Zones, limits land use activities in an effort to protect the natural environment or preserve natural processes.

While the portion of the watershed that is within the Town and owned by the Town is protected by the application of the Watershed (E5) Zone, it is necessary to protect the balance of the watershed through a combination of land use controls over private lands and inter-municipal cooperation with Colchester County. The Town is in the process of finalizing the process of having the Lepper Brook Watershed provincially designated as a municipal water supply area. This will allow some control over activities or development that may impair water quality within the designated area, including lands beyond the Town boundary or under private ownership.

The establishment of a Watershed (E5) Zone which is to be applied to all public lands within the watershed will clearly protect this vital resource. Permitted uses are to be strictly limited in order to minimize any impacts that may possibly occur. However, the public interest is not protected by absolute restrictions. For instance, approved forest management practices and compatible recreational uses of these lands are to be considered positive uses which assist in maintaining and monitoring a healthy environment.

Policy E-35

It shall be a policy of Council to establish the Watershed (E5) Zone and apply it to all publicly owned lands within the Lepper Brook Watershed.

Policy E-36

Within the Watershed (E5) Zone it shall be a policy of Council to permit approved forest management, compatible public recreational uses, and public works and utilities.

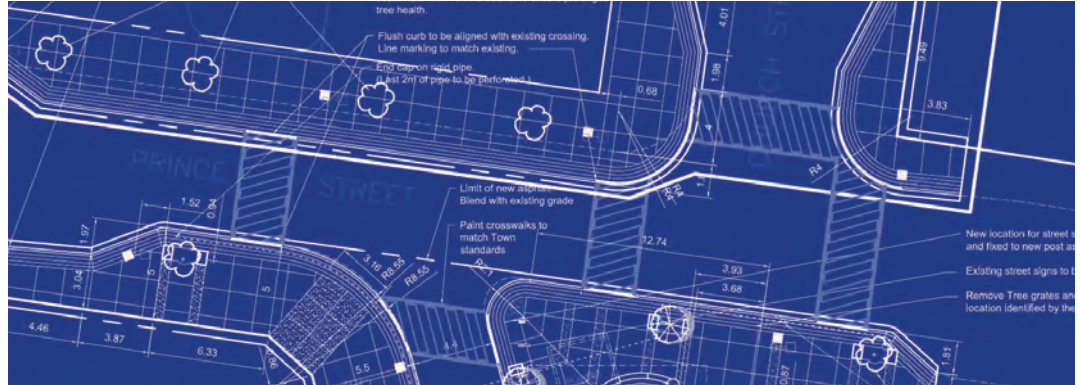
Policy E-37

It shall be a policy of Council to establish minimum lot sizes, frontage requirements, setback requirements, and height restrictions for the Watershed (E5) Zone.

Policy E-38

It shall be a policy of Council to continue to ensure Lepper Brook Watershed's water quality is protected through direct land ownership by the Town, land use controls on private lands, working toward Provincial designation of a Municipal Water Supply Area and through the general administration of this strategy.

10 • Infrastructure



10.1 Background

10.1.1 Municipal Infrastructure

Transportation, water, sanitary sewer, and stormwater systems form the backbone of any community. This infrastructure provides the essential services that enable a Town to function. The provision of these services is directly linked to how the Town develops while the quality of these services is a factor in the attraction of new development to the Town.

While the availability and capacity of municipal infrastructure is a key consideration in development and land use decisions, the day-to-day operations and maintenance of this infrastructure is not generally a land use planning issue. The Town's Engineering and Public Works Department have their own policies and procedures and strategic planning initiatives. It is not within the scope of this document to repeat this information here. This Part will deal with issues related to the provision of municipal infrastructure that impact land use planning decisions, such as securing future transportation routes. This Part will also deal with the impacts that land use decisions may have on municipal infrastructure, such as development within the watershed. Absent from this Part will be any thorough discussion about the need for sustainable infrastructure and more efficient use of services. These are central tenets of this Community Plan but these issues have already been addressed in other sections in relation to specific types of development.

10.2 The Transportation Network

The transportation network has developed to its present configuration due in large part to the fact that the Town is a major hub or focal point in the provincial transportation network. The presence of major roads, highways, and rail lines leading to other areas forms the core of this system on which more locally oriented roads are based. The construction of Highway 102 in the 1970's relieved a large portion of the traffic burden on the Town's street system by removing most of the through traffic. However, the Town and surrounding area have experienced substantial residential, commercial and industrial growth which has again placed a strain on the capacity of the local road system.

10.2.1 Issues

To address these growing traffic problems, the Town in 1988 commissioned the Traffic Management Study. This Study comprehensively analysed the road system of Truro and the surrounding area in terms of capacity, travel patterns, projected future growth and solutions to congestion. As part of this Study, a computer model was developed which is capable of forecasting future traffic volumes and patterns under a wide variety of scenarios. This modelling process, along with cost comparisons, was the basis on which the recommendations in the Study were made. The final report of this Study was received by Town Council in March 1990. In 2005 the Town commissioned another study, the Downtown Truro Traffic Management Study, in order to evaluate traffic volumes in the Downtown area and to identify needed improvements. The Town's Traffic Authority and Planning Staff have also been actively involved in a regional transportation committee which has representation from the County of Colchester as well as the Provincial Department of Transportation and Infrastructure Renewal. The recommendations contained within these studies and identified regional projects form the basis of policies in this Chapter.

10.2.2 Transportation Mapping

A Transportation Map that illustrates planned improvements to the regional transportation network is included in this Part. Also included in this Part is a Street Classification Map which set out the Town's road classifications. Both of these maps are intended to form part of the Municipal Planning Strategy.

Policy IN-1

It shall be a policy of Council to maintain a Transportation Map as part of this Plan which will form a part of the Future Land Use Map.

Policy IN-2

It shall be a policy of Council to adopt a road classification scheme which will designate all existing and future streets in the Town as either arterial, collector, local industrial, local collector or local streets.

Policy IN-3

It shall be a policy of Council to maintain a Street Classification Map as part of this Plan which will indicate the classification of all existing streets.

10.2.3 Street Classification Hierarchy

It is recognized that in any transportation network each road provides a certain level of service to local and regional traffic and pedestrians. For planning purposes, it is important to develop a proper classification hierarchy and apply it to both the existing and future street system in order to ensure that rational and efficient service is provided. Accordingly, the Town has adopted a three-tiered roadway system of arterial, collector and local streets. Appropriate use, access, and design criteria will be developed and applied to all existing and future streets. This road network is to be shown on the Transportation Map and is to be interpreted as part of the Future Land Use Map. A primary function of this map is to

guide the future location of certain types of development according to its anticipated future land use and trip generation. The Town's Subdivision By-law is intended to recognize this classification hierarchy and will contain construction specifications for each type of street.

10.2.4 Local Streets

Local streets are minor streets which are intended to serve a limited number of users, typically only traffic with destinations or origins on the local street. Their primary purpose is to provide access from predominantly residential areas onto collector roads, and accordingly should have the lowest traffic volumes. Design criteria will reflect this function by requiring only a 15 metre right-of-way, with sidewalks not necessarily required. Exceptions to certain criteria may occur only under a Comprehensive Development District approach as discussed in the Residential Chapter.

10.2.5 Local Collector Streets

Local Collector Streets were conceived as streets intended to function as a local street but which have, as the result of new street construction and new development, come to convey traffic with origins and destinations not limited to the street itself. Because much of Truro's street network was established prior to any transportation planning, many Local Streets now function as Local Collectors. This is often the case because these streets provide a convenient route where no alternative collector route was planned or exists. This is particularly true in the downtown residential areas.

10.2.6 Local Industrial Streets

Like Local Collector Streets, Local Industrial Streets were designed to carry local traffic and provide access to lots within the industrial park. These streets were never intended to convey thru-traffic. The streets in the industrial park were laid out in a grid pattern with no clear hierarchy of streets. The result is that all streets are just as likely to carry thru-traffic. These streets are also intended to handle larger vehicles and require special design considerations to accommodate turning movements.

10.2.7 Collector Streets

The purpose of collector roads is to gather traffic as it comes off local streets and direct it to travel destination areas or ideally onto an arterial. The right-of-way is wider than a local, at 18.3 m, and the spacing of intersections along the road is to be further apart. Private access to collectors is to be limited in order to avoid potential conflicts.

10.2.8 Arterial Streets

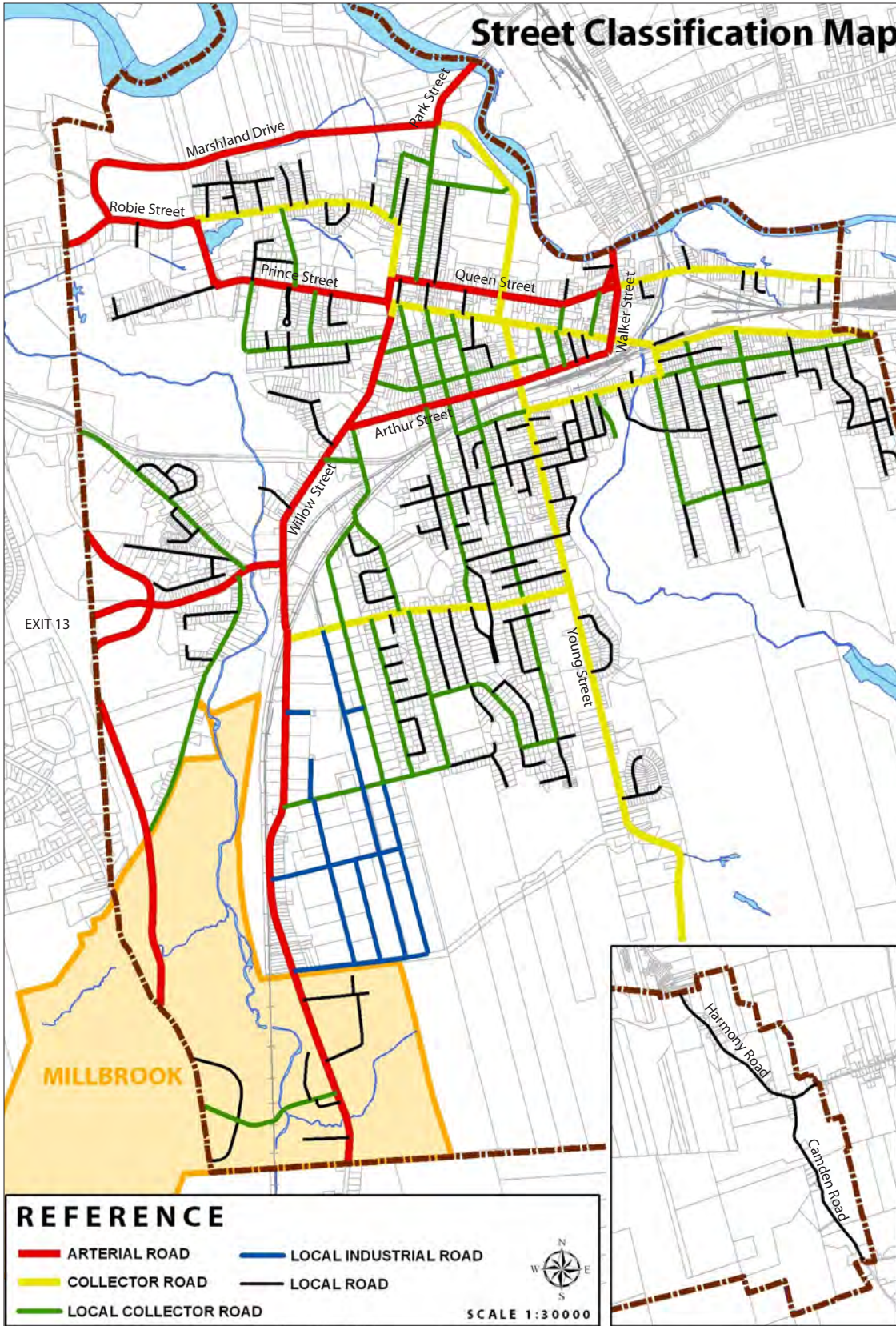
The function of an arterial road is to expedite the flow of through traffic in the Town, with as few intersections and turns as possible.

Policy IN-4

It shall be a policy of Council to use the Transportation Map and road classification criteria in determining the location of future developments.

Policy IN-5

It shall be a policy of Council to upgrade, wherever possible, existing local streets in the Town to meet the design standards as determined by the Town's Traffic Authority.



Policy IN-6

It shall be a policy of Council to, on new collector streets:

- a) require a minimum 18.3 metre right-of-way;
- b) limit on-street parking;
- c) consider developing regulations to limit private access to the street;
- d) develop regulations for larger lots and setbacks;
- e) provide turning lanes at all intersections; and
- f) limit distances between intersections.

Policy IN-7

It shall be a policy of Council to upgrade wherever possible existing collector streets in the Town to the standards set out under Policy IN-6.

Policy IN-8

It shall be a policy of Council to on new arterial streets:

- a) require a minimum 30.5 metre right-of-way;
- b) prohibit on street parking;
- c) develop regulations which limit private driveway access to local or collector streets unless such access is physically not possible;
- d) permit only major signalized intersections with turn-only lanes;
- e) limit distances between intersections, and not permit local streets to intersect; and
- f) not consider properties abutting the right-of-way as having frontage.

Policy IN-9

It shall be a policy of Council to upgrade wherever possible existing arterial streets to the standards set out under Policy IN-8.

10.2.9 Regional Transportation Planning and Coordination

The street system in the Town is not self-contained. Although the system is a key node in the regions transportation network, other roads and highways outside of Truro are integral to the street networks overall level of function.

This Part contains some policies that recommend road projects outside of the Town which are intended to improve the overall level of service. It is important then, that all such projects are fully coordinated with the Provincial Department of Transportation and Public Works in Colchester County in order to ensure that proper connections and alignments are constructed. This department is responsible for all roads outside of the Town in Colchester County. The Colchester County Development Officer should be encouraged to secure the proper rights-of-way for various roads that are to extend outside of the Town as part of this regional effort.

Policy IN-10

It shall be a policy of Council to work with the Provincial Department of Transportation and Public Works and any other relevant body in order to ensure that proper road connections and alignments are developed and maintained.

10.2.10 Acquisition of New Street Rights-of-Way

Through the subdivision process the Town acquires the rights-of-way for new streets within the Town. The Subdivision By-law requires that local streets are built to a set standard and turned over to the Town by developers. The Town, however, will be responsible for the construction of new collector and arterial streets on rights-of-way deeded to it. These new roads will form the basis of later local street networks, and will help spur growth and development within the Town. It is important during the subdivision process to acquire rights-of-way that will properly complement the overall transportation system within the Town.

Policy IN-11

It shall be a policy of Council to require the Development Officer to coordinate appropriate right-of-way reserves for arterial and collector street construction through the subdivision approval process.

10.3 Transportation Projects

10.3.1 Transportation Planning

The Town of Truro lacks a current and comprehensive Traffic Management Plan that approaches traffic issues from a regional perspective. Planning Staff, in consultation with the Town's Traffic Authority and the Regional Transportation Committee, have developed a list of transportation projects that have been identified as potential solutions to the region's traffic issues. Many of these projects directly impact the Town and have land use planning implications related to securing future right-of-ways and potential land use conflicts. These potential transportation infrastructure projects are listed here in order of priority and illustrated on the Town's Transportation Map. These projects warrant further study prior to implementation and it is Council's desire to undertake a regional transportation study in cooperation with Colchester County to properly assess and identify priorities.

Policy IN-12

It shall be a policy of Council to, in conjunction with Colchester County and the Department of Transportation and Infrastructure Renewal, to undertake a regional transportation plan to develop a list of priority infrastructure projects in the Truro Region.



Short Term Projects

- 1 **Millbrook - Truro South Interchange and Industrial Avenue Connector**
New Interchange provides new access to Millbrook and improved access to Truro's Industrial Park and Hilden.
- 2 **Young & Lorne Street Alignment at Prince Street**
Provides uninterrupted flow of traffic between Young and Marshland Drive.
- 3 **James Street & Lower Truro Road Intersection Improvements**
Intersection improvements to improve traffic flow and safety.
- 4 **William Barnhill Drive Extension - Phase 1**
Provides new access to downtown and east end from Highway 102 and industrial park via the Millbrook - Truro South Interchange and Industrial Avenue Connector.

Medium Term Projects

- 5 **Willow Street Corridor Improvements**
Changes to the Willow Street/McClures Mills Connector intersection and the Willow Street/Arthur Street intersection to improve flow of traffic into the downtown.
- 6 **East-West Connector**
New street construction in conjunction with Willow Street Corridor improvements that will include grade separated railway crossings and provide connections to Charles/Brunswick Street and to Industrial Avenue to improve access to east end and downtown.
- 7 **Walker Street extension to Brunswick**
Level rail crossing to improve connection between downtown and east end.
- 8 **Marshland Drive Extension to Highway 102**
Continuation of Marshland drive to connect to Highway 102 and Exit 14, alleviating traffic congestion on Robie Street and providing improved access to downtown from Highway 102.

9 **Wade Road Extension**

Provides connection between two commercial areas and acts as a service road which should help keep local traffic off Highway 102.

Long Term Projects

- 10 **William Barnhill Extension - Phase 2**
Continuation of William Barnhill across Lepper Brook Dam to provide connection to Wood Street and the East End.
- 11 **Elm (Willow) Street Alignment with Park Street**
Provide connection to the Willow Street corridor through to the Park Street Bridge to provide uninterrupted flow of north-south traffic.
- 12 **Ring Road/Bible Hill Connector**
Continuation of William Barnhill to complete a bypass/ring road around Truro to provide better access to Salmon River and Valley. Includes Salmon River Bridge and new Bible Hill connector interchange on Highway 104.

10.3.2 Short Term Projects

a) Millbrook Road/Highway 102 Interchange

In the southwest portion of the Town is the Millbrook First Nation community. Although this area is exempt from municipal authority, the Town intends to work closely with the Band Council on matters of land use wherever possible. The Band Council has recently constructed “Treaty Connector” a full highway interchange from Highway 102. This interchange is intended to support an arterial road which will extend east, intersecting at grade with Willow Street, and intersecting with an extension of Industrial Avenue. In the longer term, this road will then extend into the future Industrial Park near the present landfill site, and will there intersect with Young Street and the extension of William Barnhill Drive.

This proposal will be of benefit to the Town as well as to the Millbrook First Nation, in that it will greatly enhance access to the southern portion of the Town, particularly the Industrial Park. In its later extension, it will also serve to open up more lands for development by the private sector. The Town is supportive of this proposal, and will work with the appropriate Provincial and Federal authorities to ensure its implementation.

Policy IN-13

It shall be a policy of Council to work with the Millbrook First Nation Band Council, the Provincial Department of Transportation and Public Works, and the Federal Department of Indian and Northern Affairs in order to implement the proposed new Highway 102 interchange and arterial road proposal.

b) Young Street & Lorne Street

The Downtown Truro Traffic Management Study recommended that the Town pursue several intersection improvements in the downtown area. A key area identified for improvements was the need to align Young Street and Lorne Street to allow for northbound traffic on Young Street to continue on Lorne. This improvement would alleviate traffic on local collector streets in the downtown residential areas and generally improve traffic circulation in the downtown.

Policy IN-14

It shall be a policy of Council to undertake improvements to the intersections of Young and Prince Street and Lorne and Prince Street to allow northbound traffic on Young to continue northbound on Lorne Street.

c) James Street and Lower Truro Road

With recent development activity in the vicinity of Exit 13 on Highway 102, traffic has been increasing along McClures Mills Road. There is an identified need to make improvements to the James Street and McClures Mills intersection and the Lower Truro Road McClures Mills intersection.

Policy IN-15

It shall be a policy of Council to undertake improvements to the James Street and McClures Mills intersection and the Lower Truro Road McClures Mills intersection in order to ensure the safe and efficient movement of traffic.

d) William Barnhill Drive Extension, Phase I

The Transportation Study discusses the benefits of creating a major arterial ring road which will encircle the Town and Bible Hill. This proposed road will start at William Barnhill Drive east to Young Street, continuing northeast across the dam at the Town reservoir, exiting the Town, crossing the Salmon River, looping around Bible Hill and re-entering the Town at the present Park Street Bridge. Phase one of the William Barnhill extension is to consist of extending the road to Young Street. This project, in conjunction with the Millbrook/South Truro Interchange will provide an alternate route into the downtown area via Young Street

The purpose of such an undertaking is twofold. The completion of this road would create an attractive route to traffic which wishes to bypass the Town. The diversion of this traffic would relieve excess traffic from other streets in the northern portion of the Town. This road will also serve to open up large parcels of presently unserviced lands and will act as a catalyst for development in this area. This road is to be an arterial which will form the basis for a network of minor streets. The extension of William Barnhill Road across the Lepper Brook Dam and on into the County are long term projects.

Policy IN-16

It shall be a policy of Council to extend William Barnhill Drive from Willow Street to Young Street; constructing it initially as a two-lane limited access arterial.

Policy IN-17

It shall be a policy of Council to encourage the Provincial Department of Transportation and Public Works and the County of Colchester to work toward securing rights-of-way for the future ring road.

10.3.3 Medium Term Projects

a) Willow Street Corridor Improvements

Willow Street is a important arterial street that provides access to the downtown from Highway 103 via McClures Mills Connector and Exit 13. Development in the vicinity of Exit 13 promises to increase traffic volumes along this corridor. The present configuration of the road network is problematic in that it does not allow for the uninterrupted flow of traffic into the downtown area from Highway 102. Council wishes to explore changes to the flow of traffic in the vicinity of the Willow Street/McClures Mills Connector intersection and the Willow Street/Arthur Street intersection to improve flow of traffic into the downtown. Council also wishes to consider utilizing portions of the current hospital lands for future street improvements once the hospital moves to its new location near Exit 13.

Policy IN-18

It shall be a policy of Council to develop a plan for street and intersection improvements along the route from Exit 13 on Highway 102 to the Downtown via McClures Mills Connector and Willow Street. Planning should include potential street development on former rail right-of-ways and on lands vacated by the hospital when it relocates to Exit 13. The purpose of these improvements shall be to improve connections between the Downtown and Highway 102 along the Willow Street corridor.

b) East-West Connector

The greatest opportunity for relieving traffic congestion and improving vehicular circulation in the Town exists in the proposal to upgrade existing streets and making new connections to create an improved east west corridor through the Town. These street improvements will improve traffic flow through the Town while at the same time reduce traffic from downtown local street grid and place the through traffic on a route which will quickly and efficiently direct it to major destinations and through the centre of the business district of downtown.

It is envisioned that a new east-west corridor could be created using former rail lines, existing streets, and lands that may become available once the hospital moves to its new location at Exit 13. Detailed design for this project has not been undertaken and must be considered in conjunction with other improvements in the area including a potential grade separated rail crossing at Industrial Avenue and a potential extension of Charles Street under the railway. This work should be planned in conjunction with any improvements to the Willow Street corridor.

Policy IN-19

It shall be a policy of Council to develop a west to east connector between Exit 13 of Highway 102 and the east end of Truro utilizing existing streets, railway right-of-way, and lands that may become available once the hospital moves to its new location.

c) Walker Street Extension to Brunswick

In order to develop an complete east-west connection through the downtown area via Charles and Brunswick Street and ultimately provide access through to Bible Hill, the development of a connection across the railway tracks to connect Walker Street to Brunswick Street is required.

Policy IN-20

It shall be a policy of Council to develop a level railway crossing at the east of the Esplanade to extend Walker Street through to Brunswick Street as part of any East-West Corridor improvements.

d) Marshland Drive Extension to Highway 102

For Marshland Drive to fully serve its function as a major arterial for the northern portions of the Town, it must be extended to link with the new collector highway parallel to Highway 102. Over half of this length is outside of the Town limits, so cooperation with the Province will be required.

Policy R-21

It shall be a policy of Council to extend Marshland Drive to Tidal Bore Road.

e) Wade Road Extension

The development of a street to connect Wade Road to Robie Street and an extended Marshland Drive would provide a connection between the regions two commercial areas and acts as a service road which would help to keep local traffic off of Highway 102 and potentially alleviate some traffic on Willow and Robie Streets.

Policy IN-22

It shall be a policy of Council to extend Wade Road to connect to Robie Street and to an extended Marshland Drive.

10.3.4 Long Term Projects

a) William Barnhill Drive Extension, Phase II

Continuation of William Barnhill across Lepper Brook Dam to provide connection to Wood Street and the East End. The first phase of William Barnhill Drive is to be extended to a realigned Young Street in the immediate and short term periods. The second phase requires the continuation of this road from Young Street to Wood Street via the dam at the Town reservoir.

Policy IN-23

It shall be a policy of Council to extend William Barnhill Drive from Young Street east to Wood Street via the Lepper Brook Reservoir, subject to an environmental assessment.

b) Elm (Willow) Street Alignment with Park Street

Willow and Young Streets are the only two north-south arterial streets within the Town. With the upgrading of Willow Street in its more southern reaches and the construction of a new intersection at Prince Street, it will be capable of handling higher volumes of traffic and can more adequately function as a carrier and distributor of traffic. However, a link with Marshland Drive in the north is required if Willow is to function properly as an arterial. Accordingly, it is to be extended to join with Marshland Drive via Court Street and Elm Street at the existing Park Street intersection. This will provide a full north-south link from the southern to the northern boundaries of the Town.

Policy IN-24

It shall be a policy of Council to extend Willow Street to Marshland Drive via Court and Elm Streets.

c) Ring Road/Bible Hill Connector

Continuation of William Barnhill to complete a by-pass/ring road around Truro to provide better access to Salmon River and Valley. Includes Salmon River Bridge and new Bible Hill connector interchange on Highway 104. The long-term plan for William Barnhill Drive is to have it extend from Wood Street across the Salmon River and loop around Bible Hill. The scale of this project is of a large magnitude and may be completely feasible only in the long run or if population increases faster than expected. This phase will serve to open up more lands for residential development.

Policy IN-25

It shall be a policy of Council to extend William Barnhill Drive from Wood Street to the east Town boundary and potential align with a new Bible Hill connector and Salmon River Bridge.

10.4 Water Supply and Distribution

The importance of high quality drinking water to sustain our communities has become an issue all across our country. The focus on water has increased the level of interest in our stewardship approach to the provision of safe drinking water. Currently, the Town supplies its entire population with high quality water, and is capable of providing this service to a much larger area.

The Town's water supply uses a multiple barrier approach to ensure delivery of safe and high quality water. The multiple barrier approach is a system of checks and balances from the watershed to the consumer's tap. This holistic approach is considered the best practice within the water utility profession to ensure public health protection. The multiple barriers include source protection, optimization of the treatment process, sound distribution system management, cross connection control and continuous monitoring and testing.

10.4.1 Protection of the Watershed

The primary source of the Town's water supply is the reservoir fed by Lepper Brook. These resources are vital to the Town and will continue to be protected. In 1984 the Town annexed most of the Lepper Brook Watershed. This annexation helped the Town to ensure the future protection of these lands by bringing them under direct planning control. By-law controls should continue to be responsibly maintained on those privately-held lands in the watershed, while public lands should be actively managed in such a way as to minimize surface runoff and contamination and maintain a healthy natural environment.

There are six municipal wells that historically were used to supplement the reservoir fed by the Lepper Brook. These wells have not been used since 1991, and are no longer needed as a potable water source due to the creation of the Victoria Park Water Treatment Plant. The Town may explore alternate uses of these wells in the future.

Should future demand increase past the capacity of the Lepper Brook Watershed, the most likely alternative would be the Chiganois River Watershed located to the west in the County of Colchester.

This watershed is presently under little pressure from development and has good water quality. The Town should encourage the County and the Province to take steps to preserve this resource for the future benefit of the entire region.

The Town has a Source Water Protection Advisory Committee and is in the final stages of adopting a source Water Protection Plan for the Lepper Brook Watershed. Part 9 of this Municipal Planning Strategy sets out the Town's Environmental Management policies and includes a section on regulating land use in order to protect water quality within the Lepper Brook watershed.

Policy IN-26

It shall be a policy of Council to develop and adopt a source water protection plan for the Lepper Brook Watershed.

10.5 Sewage and Sewage Treatment

10.5.1 Central Colchester Wastewater Treatment Facility

In January of 1996 Central Colchester Wastewater Treatment Facility was completed. It is a secondary treatment facility. The facility treats raw municipal wastewater for over 25,000 people, along with the associated commercial and industrial establishments before entering the Salmon River and Cobequid Estuary. The foresight and vision of the participating municipalities has served to protect a sensitive natural environment and provide a legacy of responsible environmental leadership for future generations.

The multi phased project commenced with a sanitary trunk sewer extending along the Salmon River from the upper most community of Valley, through the Salmon River, Bible Hill, the Town of Truro and into the Lower Truro area. The trunk sewer, some 10 km in length, intercepts all existing raw wastewater outfalls along its length and is capable of conveying all municipal wastewater from the next fifty years to a single location for treatment. The lift station is designed to include continuous flow measurement and incorporates a stand-by power generator for emergency conditions. The building housing mechanical equipment has been carefully designed to create a non-industrial look, as it will be the only structure allowed on the flood plain side of Marshland Drive.

The Wastewater Treatment Facility itself is located on an elevated geological feature known as Savage's Island in an area subject to periodic flooding. The facility has been sited safely above the 100 year flood elevation, and at such an elevation the final pumping of wastewater allows flow by gravity through the facility discharging effluent to the receiving waters of the Cobequid Estuary.

This project has been tremendously successful, and stands today as one of the best examples of multi-level government cooperation. The conclusion is a cost effective treatment process that is a beneficial investment on the part of the residents and ratepayers of the participating municipalities.

Policy IN-27

It shall be a policy of Council to upgrade or maintain the sewer system in such a way as to maintain or increase the productivity of the Central Colchester Wastewater Treatment Facility.

10.5.2 Industrial Users of Sewer System

Industries that use and discharge large quantities of waste water may occasionally overload the system. Also, certain industries may discharge various contaminants which may adversely affect the system and/or the environment. The Town may require certain types of industries, or those that have large discharge volumes, to provide their own pre-treatment or retention/holding facilities so as to mitigate possible impacts. Please refer to the Industrial Chapter of this strategy for a full explanation of any related policies.

Policy IN-28

It shall be a policy of Council to evaluate on a continuing basis existing and proposed industrial development so as to protect the integrity of both the natural environment and the sanitary sewer system for future treatment. Pre-treatment requirements for certain industries will be considered.

10.6 Storm Water Management

Storm waters normally flow through drainage systems including rivers, creeks, lakes, ponds, marshes and other natural features. In naturalized or undeveloped areas, there is generally little notice of any impacts on these drainage systems, but in developed areas it has become increasingly apparent that significant environmental and economic costs can arise as a result of changes in these natural systems. The process of urbanization leads to increased areas of imperviousness creating an increase in surface water and the speed at which it flows resulting in erosion, sedimentation of watercourses and flooding. Please refer to the Environmental Chapter containing the Environmental Constraints Map indicating the unique natural constraints of the Truro Area. This map illustrates the full extent of the Salmon River flood plain, drainage ravines and steep slopes, all water bodies and water courses.

Nature's way of accommodating the movement of excess water is through natural streams, valleys, swales, roadways and manmade channels and ponds. The Town's hard infrastructure designed for water drainage is comprised of swales, street gutters, catch basins, and storm sewers. Together these components of the drainage system function to

handle runoff from storms. Streets behave as components as they transport runoff in excess of the storm sewer capacity. Flood waters will find some route through the urban area to reach the lowest point of land; therefore, it is fundamental that all of the infrastructure components are designed and constructed with natural processes in mind and to mitigate the risk of personal injury and property damage due to flooding.

Policy IN-29

It shall be a policy of Council to develop and implement a comprehensive Storm Water Management Plan for the Town of Truro.

Policy IN-30

It shall be a policy of Council to develop and implement performance standards in the Land Use By-law for the use of natural drainage systems for storm water management purposes.

10.6.1 Storm Sewers

The provision of a full storm sewer system that is separate from the sanitary system is an integral part of any municipality’s servicing responsibilities. Such a system quickly drains off excess surface water and helps prevent erosion and flooding.

The Town’s Subdivision By-law currently ensures that new development has adequate storm sewer services. However, there may be areas of the Town that are not fully serviced in this manner. Since the last Municipal Planning Strategy considerable improvements have been made, but there are still streets that do not have separate storm and wastewater sewers. This is something that is expected to be completed in the short term. Accordingly, the Town should continue to ensure that storm sewers are adequately provided throughout the Town for new developments. Further discussion of drainage issues is found in the Environment Part of this strategy.

The Town has made great progress in the removal of combined sewer overflows. Combined sewer overflows place undue stress on sanitary sewer capacity, especially during heavy precipitation and times of peak use. The Town will continue to work toward installing separate storm water and sanitary sewer piping in the older areas of Town.

Policy IN-31

It shall be a policy of Council to ensure that all developed areas of the Town are serviced with proper storm sewer infrastructure in order to ensure proper surface runoff control.

Policy IN-32

It shall be a policy of Council to identify areas of excessive surface runoff infiltration into the sanitary sewer system, and take steps to correct the situation.

10.6.2 Storm Water Management and Erosion Control

In a 1997 EDM study entitled The Truro Area Flood Plain Management Program areas of flood risk were detailed, and the two fundamentally different types of flooding were described. These flood types were referred to as Salmon River floods and Storm Water floods. The difference between these two types of flooding is the source of the flood water. Salmon River floods occur when water in the Salmon River has risen up over the dykes. The source of the flooding is flood water coming from the River. Storm Water floods occur when surface water from the surrounding land is unable to reach the Salmon River.

Policy IN-33

It shall be a policy of Council to require all new developments to control the effects of erosion and sedimentation in accordance with Nova Scotia Department of Environment and Labour regulations.

Policy IN-34

It shall be a policy of Council to require all new construction that is subject to a development agreement, to submit a Storm Water Management Plans for the development, either as a condition of approval or for Council's consideration as part of a development agreement application.

10.7 Solid Waste Management

Solid Waste management is a growing concern across North America. In response to the potential problem, Colchester County and its surrounding municipalities worked together to establish the Colchester Balefill Facility. A combination of recycling, composting and household refuse collection provide the most complete solid waste management program in the Province of Nova Scotia. In addition, the County of Colchester will soon introduce a household hazardous waste management recovery component to the program.

10.7.1 Colchester Balefill Facility

The Facility was opened July of 1995 and successfully incorporated the latest technology and environmental management controls to create one of the cleanest facilities in Canada. As a result, five open pit dumps were closed, with all refuse now processed at the new facility. One of those five pits included the Town's sanitary landfill that was located at the south end of Young Street.

The disposal site at the Balefill Facility has a designed capacity of 3.5 million cubic metres of garbage, or a 35 year life span. All garbage is compressed and baled prior to disposal. With additional diversion of materials from the waste stream through reduction, composting and recycling, the lifespan of the facility will increase dramatically. Supporting the waste reduction initiative is a comprehensive public education system that promotes safe and efficient waste disposal. By ensuring that the citizens are aware of the different parts of the system, public involvement will be increased.

Policy IN-35

Therefore it shall be a policy of Council to continue to work with the Municipality of the County of Colchester with respect to the capital costs, operation and maintenance of the Colchester Bafell Facility.

10.7.2 Reducing and Recycling

The production of garbage by society is continually increasing and placing pressure on the abilities of both municipal landfills and the natural environment to cope. It is in the best interests of all to reduce the waste flow, and to recycle as much as possible. The Province of Nova Scotia created the Solid Waste Management Strategy which mandated a 50 per cent reduction of solid waste by the year 2000 based on 1986 volumes. Municipalities now take a leading role, with the assistance of other levels of government, to work towards alleviating solid waste problems.

Currently within the Town there is a four stream program for residences of less than four units where recycling is mandatory and pick up is provided by the Town via a tendered private company. The recycling component includes education programs aimed at reducing waste production, encouragement of recycling by supporting the public and business, and a full-scale municipal recycling program.

Policy IN-36

It shall be a policy of Council to encourage and assist citizens, community groups and businesses to develop their own waste reduction and recycling programs.

10.7.3 Rehabilitation of Truro’s Sanitary Landfill

The Town’s former landfill site has been closed since 1994, and at that time the Town created an approved Closure Plan in conjunction with the Nova Scotia Department of Environment and Labour.

The plan was created by Dillon Consulting with closure activities having been carried out by the Town, and ground water monitoring done by Dillon Consulting. The object of the Closure Plan was to seal the surface to keep water from passing through the capped areas causing leachate pollution. In accordance with the Closure Plan, the site has been capped and reforestation has begun. Methane vents are operational. Methane levels and possible ground water contaminant movement are checked on a regular basis. To date, ground water monitoring has confirmed no contaminant movement in the ground water, and ground water quality from the site has improved since the site closure.

The future best use of the site cannot adequately be determined at this point. However, a portion of the site may be required for a future east-west arterial road. Some possible uses which could be considered are a golf course, trails systems, nature area, waste transfer station, or a mixture of such uses. A study should be undertaken in order to determine the most appropriate use.

Policy IN-37

It shall be a policy of Council to initiate a study of the landfill site in order to determine its best future use.

10.8 Street/Utility Provision and Standards

10.8.1 Street and Infrastructure Construction

The provision of full curb/gutter and sidewalks fulfills several purposes. The clear delineation of a street helps the flow of traffic, particularly on collector and arterial streets. Storm water is carried more quickly to catch-basins, and snow plows are aided with winter snow removal. Sidewalks give pedestrians and school children a safe walking area. Finally, all three contribute to the ‘finished’ appearance of a community.

Such full street services are an expensive capital cost to a development and there can be differences in the level of service which may be desired subject to street configuration, site conditions or marketing approaches. For these reasons, Council has considered the advantages of full street service as compared to distributing such cost over time. While the ultimate objective of the Town is to see the development of its infrastructure and secondary street and sewer to the maximum level, it is more a question of how and when those services will come into being.

Recent changes to the Local Improvements By-law altered the provisions for providing primary and secondary services in areas of new construction. These services are now created at the cost of the developer, with the exception of sidewalks which the Town contributes 50 per cent. The By-law is intended to recognize and allow for different distribution of cost by street classification hierarchy as there are varying responsibilities for provision of such streets.

Policy IN-38

It shall be a policy of Council to review rates in the Local Improvements By-law on a regular basis.

Policy IN-39

It shall be a policy of Council to require in the Local Improvements By-law that developers install at their own expense all subgrading and installation of all primary and secondary services in new subdivisions; and deed these services and street rights-of-way to the Town after completion.

Historically, the Town has undertaken street and service construction using its own staff and equipment resources at the expense of the developer. This approach allows for full subdivision approval without the street actually being constructed beforehand. Lots created may be sold in advance in the knowledge that the Town will build the services with funds already received from the developer. The Town receives the deeds to the rights-of-

way and services. This approach is effective where subdivision is occurring only on a level which will not strain the Town's resources or require expansions to these resources. Larger developments, however, suffer from this approach because of delays in construction which inhibits lot sales and development. This is not satisfactory to the developer who loses a great deal of time and has limited control over the pace of development in the subdivision.

The Town's Local Improvements By-law does provide for the developer to construct the required infrastructure to set standards, and deed them to the Town prior to final subdivision approval. This practice is seldom used in Truro, although it is common in most other municipalities. The use of this approach allows the developer to contract out this work at a pace which meets their own requirements, schedule and resources. The Town is then responsible for the setting of standards and for the inspection of services during construction to ensure that these quality standards are met before taking ownership of the final product. The Subdivision By-law allows for three options for roads construction. The Developer may enter into an agreement to have the Town build the road, the Developer may build the road themselves prior to subdivision approval or the Developer may post a bond to build the road and then get approval before the road is in a finished state. In any event, all new public roads are to be approved by the Town Engineer as per the Municipal Government Act.

The Subdivision By-law clearly indicates how the construction of new streets and infrastructure are to be undertaken, and which party is responsible for what degree of services. This is helpful so that land owners and developers who may wish to subdivide their lands may reasonably calculate what costs they would incur to service their lands.

Policy IN-40

It shall be a policy of Council to require in the Local Improvements By-law that the construction of streets and infrastructure in new subdivisions be undertaken by the developer.

Policy IN-41

It shall be a policy of Council to establish in the Local Improvements By-law provisions and costs of services in existing Town street rights-of-way in order to determine costs to service lands on existing public rights-of-way.

10.8.2 Street Upgrading

There are some areas in the Town without curb, gutter or sidewalks. This contributes to an 'unfinished' appearance, higher maintenance costs and is of detriment to the desired successful image of the Town.

The Engineering Department maintains an inventory of streets which require upgrading. Priorities are set and work planned and carried out dependent upon budgetary constraints, workload, availability of contractors, and the like.

Policy IN-42

It shall be a policy of Council to maintain an inventory of all streets in the Town, and develop a long range plan and capital timetable for upgrading of these streets with the provision of concrete curbs, gutters and sidewalks.

10.8.3 Underground Utilities

The provision of above ground electrical, telephone and natural gas utility lines has several disadvantages. Long stretches of cables attached to utility poles are generally unattractive and detract from the overall appearance of a streetscape. During storms, these services are frequently disrupted due to broken lines.

If trees are planted along a street, they must be severely pruned in order to prevent their interference with the lines. Maintenance costs are higher because of the need to constantly repair and replace poles and wires. If such services were provided underground, streets would generally be more attractive, there would be fewer interruptions of service and maintenance costs would be decreased. Ideally, the only visibly evident utility would be street lights.

Accordingly, the Town will work toward ensuring that utilities are installed underground in new developments. Where possible, they should also be put underground in existing developed areas, particularly in the Industrial Park and the downtown. This would best be done during major street repairs or sidewalk installation. The Town will work toward this goal with the appropriate utility companies.

Policy IN-43

It shall be a policy of Council to encourage the installation of all utility wires, lines and cables below ground in new developments, and in existing developed areas wherever possible.

11 • Implementation



This Part of the Plan describes how the town handles development and amendment applications

11.1 Introduction

This Chapter describes how the policies and procedures contained within this Municipal Planning Strategy are carried out by Town Council. It lays out the procedures and application requirements for the different types of planning applications such as development agreements, rezonings, variances, and by-law amendments. This section also explains how amendments to this strategy are to be carried out.

11.2 Implementation Objectives

11.2.1 Clear and Consistent Process

Town Council values input from the public, the developer, and Town Staff when considering planning applications. In order to ensure that the planning application process has the benefit of input from each of these groups it is essential to consistently adhere to a clear process where all parties have an understood role that allows their voices to be heard. A confusing planning application process that is not implemented consistently will tend to frustrate attempts by developers and the public to have their say in the process.

Policy IM-1

It shall be a policy of Council to develop and consistently follow clear application processes for all planning applications.

11.2.2 Effective Process

Council wants to ensure that all planning applications are thoroughly reviewed using an evaluation process that is designed to identify potential land use issues and provide a means by which these issues can be addressed. This process must also include a public participation component to uncover any land use issues not identified during the Town's internal evaluation process.

Development applications will be reviewed using detailed evaluative criteria designed to assess how a proposed land use will impact the surrounding community. The evaluative criteria will assess details such as lighting, noise, hours of operation, loss of privacy, and architectural compatibility. Council will take into consideration these impacts when they review a potential development application and rely upon planning staff to provide a

detailed assessment of all land use impacts. Council will also assess potential development proposals based on possible issues related to matters such as servicing, traffic, fire protection, policing, building code compliance, heritage preservation, and recreation. Council will rely upon professional advice from the various agencies, committees, departments, and individuals who are qualified to speak to these issues. Prior to making a decision on a development application, Council will have considered input from all parties, including the public and the developer, and have considered any suggested solutions to potential problems or land use issues. Council will make a decision on a development application based on all this information and incorporate any changes necessary to mitigate any identified land use issues.

Policy IM-2

It shall be a policy of Council to implement development application processes that identify potential land use issues and provide a means by which these issues can be addressed.

11.2.3 Efficient Process

While new development and growth are integral to the long term economic sustainability of the Town of Truro, it is also important that appropriate development controls are in place to ensure that development occurs in an orderly manner that benefits the Town. Although a well planned community is a priority, Council also wants to ensure that the development control process is as streamlined as possible and that decisions on development applications happen in a timely manner.

Policy IM-3

It shall be a policy of Council to adopt efficient development application processes that emphasize the development community's desire for quick decisions on development proposals while upholding Council's primary goal of a well planned and livable community.

11.2.4 Fair Process

In order to ensure that the planning process is publicly regarded as an effective forum for the evaluation of development proposals and for implementing the Town's planning policies, it is essential that the planning process is applied in a fair and consistent manner. Failure to adopt a common approach to handle development applications or a failure to hold all proposals to the same standards will undermine the integrity of the Town's planning process. In order to ensure that everyone feels that the Town's planning process works and that their input matters, it is essential that all proposals are treated in a consistent manner and that specific proposals or developers are not singled out or given special treatment.

Policy IM-4

It shall be a policy of Council to implement the development application process in a fair and consistent manner.

11.2.5 Informed and Engaged Public

Involving affected residents and other stakeholders in the development process is key to ensuring the best possible development for the community as a whole. Council recognizes that a truly effective planning process engages and informs all interested parties and provides a forum where all planning issues can be considered and resolved.

Policy IM-5

It shall be a policy of Council to implement development application processes that engage and inform all interested parties and provide a forum where all planning issues can be considered and resolved.

Policy IM-6

It shall be a policy of Council to implement a public participation program that is designed to inform nearby property owners and other stakeholders of development applications within the community and provide interested parties with an opportunity to have their opinions or concerns considered as part of the application process.

11.2.6 Appropriate Approval Processes

There are instances where new development proposals fit quite seamlessly into the community and there is little potential for land use conflicts. Rather than subject this type of development to an elaborate application and evaluation process that consumes time and resources, it is Council's intention that development control, such as rezonings and development agreements, only be used where there the potential for land use conflicts is significant. Instead of a lengthy approval process, the Land Use By-law will anticipate this type of development and have zone requirements in place to ensure the proposed use is compatible with surrounding development. This will help to ensure that fairly innocuous development scenarios, such as a dwelling converted for office and professional offices uses in downtown residential areas or commercial uses in an industrial park are handled appropriately in a timely and efficient manner.

Policy IM-7

It shall be a policy of Council to rely upon more rigorous development controls such as rezonings and development agreements where the potential for land use conflicts is significant and adopt regulations in the Land Use By-law to accommodate less contentious development scenarios as-of-right.

11.3 The Municipal Government Act

11.3.1 The Role of the Municipal Government Act

The Municipal Government Act (MGA) is the Provincial Legislation that sets out the regulations that govern planning and development in Nova Scotia. The MGA describes the various methods of development control available to Nova Scotian municipalities for regulating development and land use decisions within their jurisdiction.

The Municipal Government Act is the Provincial Legislation that governs planning and development in Nova Scotia

11.3.2 Application Processes

The Municipal Government Act (MGA) also sets out the process for adopting Municipal Planning Strategies and Land Use By-laws, and the process for amending these documents or for the different types of development control such as development agreements, variances, or site plan approval. The process requirements include minimum public participation and advertising requirements. All of the Town of Truro's planning procedures comply with the minimum process requirements set out in the MGA although the Town does augment the process by adding additional public participation requirements.

11.3.3 Appeal Process

Most types of planning applications are subject to appeal to the Nova Scotia Utility and Review Board (NSUARB). The exceptions are variance requests and site plan approval applications which are appealable to Town Council and Municipal Planning Strategy Amendments which are not subject to appeal. The Municipal Government Act (MGA) sets out the appeal procedures associated with the different types of applications.

11.3.4 Types of Development Control

The Municipal Government Act (MGA) identifies the various types of development control techniques available to municipalities to regulate and plan for development within their jurisdictions. These include rezonings, development agreements, and site plan approval. The Town of Truro relies upon rezonings and development agreements for the implementation of its planning policies. Site plan approval is a relatively new process that relies entirely upon the development officer to evaluate development proposals based on their compliance with an predetermined set of objectives that are written out in the planning documents. The benefit of site plan approval is that it does not require a public hearing or a lengthy approval process. The Town will continue to evaluate site plan approval as regulatory option.

11.4 Municipal Planning Strategy

11.4.1 Role of the Municipal Planning Strategy

The Municipal Planning Strategy (MPS) is the primary policy document which provides a framework for planning and development decisions in the Town. The policies within the MPS are intended to guide the development and management of the Town and to establish policies which address problems and opportunities concerning the development of land. The MPS policies are meant to provide a framework for the environmental, social, and economic development of the Town. Also, the MPS specifies the programs and actions necessary for implementing the policies of the municipal planning strategy such as: the adoption of a Land Use By-law; setting out the policies that govern development

The Municipal Planning Strategy is a policy document adopted by the Town that guides planning and development decisions

control techniques; setting out public participation requirements; and setting out the procedures and application requirements for development agreements, rezonings and other amendment applications.

11.4.2 Municipal Planning Strategy Amendments

The Town’s Municipal Planning Strategy (MPS) is intended to guide development within the community. The goals outlined in the MPS are meant to work in conjunction with each other and the document is intended to be implemented as a whole. Achieving the goals outlined in the MPS may not be possible if the document is subject to repeated changes. This is not to say that the MPS cannot be changed and there are circumstances when amendments to the MPS may be warranted or required. Council shall only consider amending the plan when it can be demonstrated to Council’s satisfaction that the current planning policies need to be reevaluated.

Municipal Planning Strategy amendments shall only be permitted in certain limited situations and these amendments are not subject to appeal to the Nova Scotia Utility and Review Board

Policy IM-8

It shall be a policy of Council to consider amendments to the Municipal Planning Strategy when:

- a) there is an apparent need to change policy due to changing circumstances;
- b) additional information is identified or studies have been undertaken which identify the need for change that should be incorporated into the strategy or which recommend an amendment to the strategy; or
- c) a Provincial Policy change requires a change in policy by the Town.

11.4.3 Amendment Process

The procedure for amending the Municipal Planning Strategy is the same as the procedure for adopting a Municipal Planning Strategy. Council must pass an amendment by majority vote after holding a properly advertised public hearing as set out in the Municipal Government Act. Any objections received from the public at this meeting must be heard and considered by Council. The amendment is then subject to a review of Provincial interest and possibly to an approval of the Minister Service Nova Scotia and Municipal Relations. There is no appeal procedure for Municipal Planning Strategy amendments.

11.4.4 Amendment not Initiated by the Town

A member of the public or a developer may make application for an amendment to the Municipal Planning Strategy (MPS). Council will only consider amendment requests when it can be demonstrated that the request satisfies one of the prerequisites outlined in Policy IM-8. When a Municipal Planning Strategy amendment is requested by a citizen or developer, the Town shall not be required to undertake any required background research and studies. In such a case, the applicant may be required to provide sufficient reason and information in order to support the amendment.

An application to amend the Municipal Planning Strategy must be submitted to the Town in writing and include a description of the proposed amendment along with an explanation of how the proposed amendment satisfies Policy IM-8. All amendment applications must also include payment of an advertising deposit to cover the costs of any required public participation notification.

Policy IM-9

It shall be a policy of Council to require the applicant to submit sufficient information and argument in support of any proposed Municipal Planning Strategy amendment.

11.4.5 Future Land Use Map Amendment

There are circumstances under which a rezoning may not be considered at all because it would clearly contradict or ignore a policy or policies in the strategy. For such a rezoning to occur, the Future Land Use Map must also be amended either before the rezoning or concurrently. A future land use map amendment is subject to Policies IM-8 and IM-9 and Council must be satisfied that there is a demonstrated need to reevaluate the future land use map.

Policy IM-10

It shall be a policy of Council to, subject to Policies IM-8 and IM-9, consider amending the Future Land Use Map by changing a parcel's future land use designation in order to permit a proposed rezoning. The proposed map amendment and rezoning may be considered concurrently.

11.4.6 Municipal Planning Strategy Amendment Not Required

Ideally, a rezoning application is supported by the underlying future land use designation. However, some rezoning applications are not supported by the underlying future land use designation and may not be possible without an amendment to the Future Land Use Map.

Amending the future land use map by changing the future land use designation of a property in order to permit a rezoning to a zone supported by the new designation is not always the best option. Changing the future land use of a property within the Limited Residential Designation to the General Residential or Commercial Designation, for instance, may seem like a reasonable request but this change will open up additional development options. Even if the proposed rezoning is to one of the less intensive zones permitted by these designations and the proposal involves a fairly innocuous land use there is still the potential for future headaches since the General Residential Designation and Commercial Designations also permit more intensive zones which in turn permit more intensive uses. In these instances it may not be appropriate to amend the Future Land Use Map by changing the future land use designation of the property. Alternatively, it may be a better option to rezone the property without changing the underlying future land use designation.

It is Council's intention that this rezoning option only be applied to lands that abut the designation that supports the zone being requested. It is also Council's intention that this provision not apply in all situations and that certain zones not be eligible for consideration. In other instances, where the proposed land use has the potential to generate conflicts with neighbouring uses, it is more appropriate that these proposals be considered by development agreement. This option will give Council the ability to mitigate any compatibility issues.

Some development proposals or rezonings may not comply with the Municipal Planning Strategy (MPS) but they do not necessarily require an MPS amendment.

Policy IM-11

It shall be a policy of Council to consider applications to amend the Land Use By-law Zoning Map and rezone lands abutting a given designation on the Future Land Use Map to a zone supported by that designation, without requiring a Municipal Planning Strategy amendment, provided such an application is consistent with other polices in this Strategy.

Policy IM-12

It shall be a policy of Council to consider development proposals that would qualify for rezoning under Policy IM-11 by development agreement where the proposed development is for a Downtown Commercial (C1), Limited Commercial (C2), General Commercial (C4) Zone use in a Low Density Residential Future Land Use Designation. When considering such proposals Council shall have regard for land use transition issues and the integrity of established neighbourhoods in addition to the development agreement evaluative criteria in this Part.

Policy IM-13

It shall be a policy of Council to not apply Policies IM-11 or IM-12 where the proposed rezoning or development agreement would:

- a) permit the development of lands within an Environmental or Recreation Future Land Use Designation;
- b) permit the development of Industrial (M1) or Commercial Industrial (M2) Zone use within a Residential Future Land Use Designation; or
- c) permit the development of a Commercial Adult (C5) Zone use.

11.4.7 Municipal Planning Strategy Review

When Council deems it appropriate, the Municipal Planning Strategy (MPS) shall be reviewed to ensure that the plan is up-to-date and addresses current development issues within the Town.

Policy IM-14

It shall be a policy of Council to review the Municipal Planning Strategy when warranted by changing circumstances within the community.

11.5 Land Use By-law

11.5.1 Role of the Land Use By-law

The Land Use By-law is the principal mechanism by which land use policies in the Municipal Planning Strategy are implemented. It sets out zones, permitted uses and development standards which reflect the policies of the Municipal Planning Strategy. The Zoning Map which forms part of the By-law graphically indicates the zones within the community, each of which has specific written development criteria associated with it. The Land Use By-law is administered by the Development Officer who grants development permits under its regulations.

The Land Use By-law contains the regulations designed to implement the policies found in the Municipal Planning Strategy

11.5.2 Land Use By-law Amendments

There are two basic types of Land Use By-law amendments: text amendments and map amendments or rezonings. Text amendments involve changes to the actual wording of the land use by-law and this can include: changes to specific requirements such as height limits or minimum setbacks; changes to the list of permitted uses in a zone; changes to the definition of a particular land use; or changes to the wording of a particular clause. Map amendments, or rezonings, involve changing the zoning of a property. Text amendments typically affect clauses and requirements that deal with the entire town and may or may not be directly linked to a specific development proposal. Rezoning are site specific and usually involve a specific development proposal.

The Municipal Government Act (MGA) sets out the basic procedure for amendments to a Land Use By-law. The Town is able to augment the process set out in the MGA and is free to add additional public participation or notification requirements provided the minimum requirements are met. In the MGA, both map amendments and text amendments are subject to the same procedural requirements. The Town, however, wishes to deal with map amendments with a greater degree of scrutiny since these amendments are site specific and typically accompanied by a development proposal. Accordingly, these Planning Documents set out a more detailed evaluation process for map amendments.

11.5.3 Text Amendments

A text amendment to the Land Use By-law (LUB) does not involve the rezoning of a property and are typically limited to changes to a particular zone's requirements in order to modify either the site requirements or permitted uses. This amendment affects all properties in that zone. It may be done as an administrative change, or be done at the request of an applicant who wishes to change the zone in order to accommodate a use or site configuration not originally contemplated. No amendment to the Town's Municipal Planning Strategy (MPS) will be required as long as the proposed changes are in keeping with the MPS policies. Provided there is no site specific element to the proposed amendments the evaluation of the proposal need not include any public participation requirements beyond those specified in the Municipal Government Act (MGA) and there is no need to evaluate the proposal using the evaluative for LUB amendments. Council's consideration of a LUB text amendment may be limited to an analysis of the land use planning implications and the conformance with other MPS policies. A text amendment application will require that a written request outlining the proposed amendment(s) and stating the reason for the request be submitted to the Town's Planning & Development Services Department. All amendment applications must also include payment of an advertising deposit to cover the costs of any required public notification.

A text amendments to the Land Use By-law does not require a detailed public participation process beyond that required by the Municipal Government Act

Policy IM-15

It shall be a policy of Council to evaluate text amendments to the Land Use By-law that are not site specific and that do not include a specific development proposal by considering the land use planning implications and conformance with other Municipal Planning Strategy policies. Public participation for these amendments shall be limited to the requirements set out in the Municipal Government Act for Land Use By-law Amendments.

11.5.4 Rezoning

A rezoning or map amendment involves the rezoning of a particular property to another zone; usually in order to allow the property to develop to a more intensive use. This type of amendment may substantially alter the type of development and uses which may be permitted on that site. Because this type of amendment may involve a specific property and include a detailed development proposal, there is an opportunity for Council to assess the land use impacts of the proposed development as part of the rezoning application. Council will, therefore, undertake a detailed evaluation of the proposed development prior to making a decision concerning a rezoning application. This detailed assessment will require that the applicant submit a conceptual development plan and details with respect to servicing, stormwater drainage, traffic management, landscaping, and other design elements. To ensure that all potential land use impacts are considered, Council will adopt evaluative criteria that is specifically designed to assess rezoning applications.

11.5.5 Rezoning Application Requirements

Council requires that a request to rezone a property must be submitted in writing to the Town's Planning & Development Services Department. The application must include a written description of any related development proposal along with detailed plans with respect to servicing, stormwater drainage, traffic management, landscaping, and other design elements. All amendment applications must also include payment of an advertising deposit to cover the costs of any required public participation notification including newspaper ads and mail outs. By requiring a detailed development proposal, Council, Staff, the Planning Advisory Committee and the public will be able to examine the application more precisely. Where such a proposal involves dimensional or aesthetic issues, it shall also include a professionally prepared graphic representation. Council is aware that there is no legal agreement binding the developer to a proposal submitted as part of rezoning application, but this exercise will help Council evaluate potential land use impacts related to the rezoning request.

Policy IM-16

It shall be a policy of Council to require the submission of a detailed proposal as part of any rezoning application or amendment application that affects a specific property or properties. Where such a proposal involves dimensional or aesthetic issues, it shall include both a written and a professionally prepared site plan and graphic representations that are drawn to scale. Such graphic proposal must clearly indicate the following;

- a) the location, area, and dimensions of the subject property;
- b) the proposed location, dimensions, height, and proposed use of all buildings;
- c) the means by which the site is to be serviced by sanitary and storm sewers, water, electrical service and other utilities;
- d) the location of any parking stalls, driveways, walkways, lighting, fencing, refuse containers, and snow storage;
- e) landscaping elements including existing and proposed shrubs and trees; and
- f) architectural features where such features are regulated by the planning document.

Professionally prepared and detailed plans will be required as part of any rezoning application that includes a development proposal

11.5.6 Evaluative Criteria for Rezoning

Council will evaluate rezoning applications and other site specific Land Use By-law Amendment applications using specific evaluation criteria. The full use of the criteria set out below will ensure that the amendment is in conformity with all policies of this Strategy and will help to ensure that any resulting development has a positive impact on the community. These criteria are to be considered in addition to any applicable criteria found elsewhere in this document and included in the enabling policy for a specific development application. Council recognizes that they have limited ability to require a developer to undertake any of the design elements included in a rezoning application. Nevertheless, Council considers it to be prudent to consider the potential land use implications as part of any rezoning application and assumes that developers will generally conform to their submitted proposal. Council is mindful that other development scenarios may be possible under a particular rezoning proposal and all eventualities will be considered as part of a rezoning application.

Policy IM-17

When considering a rezoning application or other Land Use By-law amendment application that includes a specific development proposal it shall be a policy of Council to have regard for the following matters:

- a) compatibility of the proposed land use with adjacent land uses;
- b) compatibility of the development with adjacent properties in terms of height, scale, lot coverage, density, and bulk;
- c) that the proposed development resolves any potential compatibility issues with nearby land uses resulting from lighting, signage, outdoor display, outdoor storage, traffic, vehicle headlights, and noise through appropriate site design, landscaping, buffering and fencing;
- d) the adequacy of sewer services, water services, waste management services and storm water management services;
- e) that the proposal contributes to an orderly and compact development pattern that makes efficient use of existing and new municipal infrastructure;
- f) the adequacy and proximity of schools;
- g) the adequacy and proximity of recreation and community facilities;
- h) the adequacy of the road network in, adjacent to, or leading to the development;
- i) the potential for erosion or for the contamination or sedimentation of watercourses;
- j) environmental impacts such as air and water pollution and soil contamination;
- k) previous uses of the site which may have caused soil or groundwater contamination;
- l) suitability of the site in terms of grades, soil and bedrock conditions, location of watercourses, marshes, swamps or bogs;
- m) the ability of emergency services to respond to an emergency at the location of the proposed development;
- n) that the proposal is in conformance with the intent of this strategy and with the requirements of all other Town By-laws and regulations; and
- o) the financial ability of the Town to absorb any costs relating to the amendment.

These criteria are used to evaluate a rezoning application that includes a development proposal

Rezoning and other Land Use By-law Amendments not carried out in conjunction with a Municipal Planning Strategy amendment are not subject to appeal to the Nova Scotia Utility and Review Board

Policy IM-18

While a rezoning application must be accompanied by a clear development proposal, there is no legal agreement which requires a landowner to conform to the proposal as presented. It shall be a policy of Council, therefore, to take into account the other potential development scenarios that may be permitted as a result of a proposed zone change when evaluating a rezoning application.

11.5.7 Appeal Process

The Municipal Government Act (MGA) sets out procedures for appealing a decision of Council regarding a Land Use By-law amendment. Land Use By-law amendments that are required as a result of a Municipal Planning Strategy (MPS) amendment or that are carried out in conjunction with an MPS amendment are not subject to appeal.

11.6 Development Agreements

11.6.1 Development Agreements

Development Agreements give Council more discretion to regulate development and the ability to establish land use regulations that respond to the unique characteristics of different proposals and settings

A development agreement is a binding legal agreement entered into between the Town and a property owner that are able to address very specific details regarding the design and use of a proposed development. Development agreements are a very useful planning tool since they allow Council to consider the unique opportunities and constraints facing each development proposal on a case-by-case basis. This is a significant advantage over rezonings which rely upon the standard zone requirements as set out in the Land Use By-law to regulate a proposed development. With a development agreement Council has the discretion to, as an example, increase a side yard where a proposal abuts a potentially incompatible land use or Council may reduce a yard requirement where any negative impact of the reduction has been mitigated. The use of these agreements gives Council the discretion needed to properly address the concerns of adjacent landowners, and provides the flexibility needed to ensure that new development compliments and enhances the community.

Another other benefit of a development agreement is that it is a legally binding contract and the developer is obligated to conform to the plans that form part of the agreement. A rezoning does not allow this level of development control and even though a detailed proposal may have been included as part of the rezoning application, Council has no ability to require a developer to implement that proposal and the Town’s control is limited to the basic zone requirements set out in the Land Use By-law.

Despite the numerous benefits to using development agreements a regulatory tool, when compared to a rezoning the development agreement process requires that developers spend more time and resources finalizing development plans prior to any approvals by the Town. Because of the level of detail incorporated into a development agreement, they tend to require more staff time to evaluate the proposal and more time to prepare a report and recommendation. Also, development agreements can be more cumbersome to administer because each agreement contains a different set of land use regulations.

11.6.2 Development Agreement Application Requirements

Council requires that a development agreement application must be submitted in writing to the Town's Planning & Development Services Department. The application shall be signed by the property owner or an agent of the property owner authorized to act on their behalf. The application must include a written description of any related development proposal along with professionally prepared detailed plans with respect to architectural design, servicing, stormwater drainage, traffic management, landscaping, and other design elements. All amendment applications must also include payment of an advertising deposit to cover the costs of any required public participation notification including newspaper ads and mail outs. By requiring a detailed development proposal, Council, Staff, the Planning Advisory Committee and the public will be able to examine the application more precisely. Council may decide that additional information is required to properly address issues such as traffic impact or architectural design. In these instances, Council may require that this information be submitted for Council's consideration prior to making a decision or require that the information be submitted as a condition of approval.

Policy IM-19

It shall be a policy of Council to require the submission of a detailed proposal as part of any development agreement application. The submission shall include a written description of the proposed development that identifies the proposed use(s), hours of operation, any sustainable and energy efficient design elements, and proposed construction dates. The submission shall also include professionally prepared plans that clearly illustrate the following:

- a) the location, area, and dimensions of the subject property based on a survey or location certificate prepared by a licensed surveyor.;
- b) elevation drawings of the proposed structure or structures;
- c) the proposed location, dimensions, height, and proposed use of all buildings;
- d) the means by which the site is to be serviced by sanitary and storm sewers, water, electrical service and other utilities;
- e) the proposed location and nature of any outdoor storage or display;
- f) the proposed location, design, and content of any signage;
- g) the proposed location and dimensions of any parking stalls, driveways, and walkways;
- h) the proposed location of any fencing, refuse containers, and snow storage;
- i) the proposed location and type of any exterior lighting,
- j) the proposed location of any outdoor amenity space;
- k) landscaping elements including the type and location of any existing and proposed trees or other vegetation;
- l) architectural features including type of materials,
- m) the location of any watercourses on or near the site;
- n) existing and proposed drainage patterns including any stormwater management measures;
- o) the delineation of any 1:20 and 1:100 flood elevations and a description of any proposed floodproofing measures; and
- p) any proposed phasing of the development.

A development agreement application must include professionally prepared and detailed plans

Additional Information may be required prior to Council making a decision or required as a condition of approval.

Policy IM-20

It shall be a policy of Council to require the submission of additional information to address issues such traffic impact, stormwater management, landscaping, servicing, heritage preservation, and impact on the streetscape where Council considers this information to be pertinent to the development process. This information may be required prior to Council’s approval or as a condition of approval and required prior to issuance of any development permit.

Policy IM-21

Where a structure proposed as part of a development agreement application raises concerns with respect to compliance with the National Building Code, it shall be a policy of Council to require that the applicant submit conceptual building plans for review by the Town’s Building Inspector.

11.6.3 Evaluative Criteria for Development Agreements

Council will evaluate development agreement applications using specific evaluation criteria. The full use of the criteria set out below will ensure that the resulting development is in conformity with all policies of this Strategy and will help to ensure that the proposal has a positive impact on the community. These criteria are to be considered in addition to any applicable criteria found elsewhere in this document and included in the enabling policy for a specific development application.

Development Agreements will be evaluated using these criteria

Policy IM-22

When considering a development agreement application it shall be a policy of Council to have regard for the following matters:

- a) compatibility of the proposed land use with adjacent land uses;
- b) compatibility of the development with adjacent properties in terms of height, scale, lot coverage, density, and bulk;
- c) compatibility of the development with adjacent properties in terms of lighting, signage, outdoor display, outdoor storage, traffic, vehicle headlights, and noise;
- d) the adequacy of sewer services, water services, waste management services and storm water management services;
- e) that the proposal contributes to an orderly and compact development pattern that makes efficient use of existing and new municipal infrastructure and services;
- f) the adequacy and proximity of schools;
- g) the adequacy and proximity of recreation and community facilities;
- h) the adequacy of the road network in, and adjacent to, or leading to the development;
- i) the potential for the contamination or sedimentation of watercourses or for erosion;
- j) environmental impacts such as air and water pollution and soil contamination;

continued...

- k) previous uses of the site which may have caused soil or groundwater contamination;
- l) suitability of the site in terms of grades, soil and bedrock conditions, location of watercourses, marshes, swamps or bogs;
- m) the application of sustainable and energy efficient design principles;
- n) the ability of emergency services to respond to an emergency at the location of the proposed development;
- o) that the proposal is in conformance with the intent of this strategy and with the requirements of Town By-laws and regulations other than the Land Use By-law; and
- p) the financial ability of the Town to absorb any costs relating to the amendment.

11.6.4 Appeal Process

The Municipal Government Act (MGA) sets out procedures for appealing a decision of Council regarding a development agreement application.

11.7 Concurrent Applications

11.7.1 Applications May be Considered Concurrently

There are going to be instances where a development proposal will not be permitted under the current Municipal Planning Strategy (MPS) and Land Use By-law (LUB). This does not necessarily mean that there are no other options for proceeding with the proposal. In some cases an amendment to the MPS in accordance with Policy IM-8 is all that is required to allow a proposed development. In most cases, however, the MPS amendment only establishes the enabling policy which allows Council to consider the proposed development through a rezoning or development agreement application process.

A development proposal that requires both an amendment to the MPS and a rezoning or development agreement would require a lengthy approval process if they were handled separately, with the rezoning or development agreement application process commencing only after the enabling MPS policy is put into place. In order to ensure that these proposals are handled in a timely manner, it is desirable to process an MPS amendment and a related rezoning or development agreement concurrently. The public participation, advertising, hearings and reports could all include both the amendment and the rezoning or agreement. The only matter that must be handled separately would be the motion of Council to approve the rezoning or enter into an agreement; this would have to be delayed until after the Province has reviewed and accepted the proposed amendment. A development proposal that requires an MPS amendment to enable a rezoning that is required to allow consideration of a development agreement may also be considered concurrently.

Where a development agreement or rezoning requires a Municipal Planning Strategy amendment, the applications may be processed at the same time.

Policy IM-23

It shall be a policy of Council to consider an amendment to the Municipal Planning Strategy concurrently with a Land Use By-law amendment or development agreement application where the Municipal Planning Strategy amendment is required to enable the Land Use By-law amendment and/or development agreement application.

11.8 Submission Requirements

11.8.1 Advertising Deposit

The Town of Truro recognizes that there are significant costs associated with preparing plans and graphics as part of a development application and the Town does not want to add to the cost of submitting an application by charging an administration fee. This will help to ensure that the planning process is accessible to small businesses and individual property owners. There is, however, a significant cost involved in the Town's prescribed public participation process and the Town will require that the applicants submit an advertising deposit along with their application for costs associated with placing newspaper ads, postage for the mail survey, and registration of any development agreements. Upon conclusion of the application process or withdrawal of the application, any expenses not covered by the deposit will be charged by the applicant while any balance will be refunded.

The Town of Truro does not charge an admin fee but there is a deposit required to cover the costs of undertaking a public participation program

Policy IM-24

It shall be a policy of Council to require an advertising deposit be paid to the Town as part of any application to amend the Municipal Planning Strategy or Land Use By-law and any application to enter into a development agreement. The deposit will be applied to the costs of conducting a public participation program.

11.8.2 Plans

Where detailed plans are required in relation to a development application, all drawings shall conform to a standard format and level of quality that will allow for plans to be reproduced, scanned, and incorporated into presentation quality reports and digital presentations for Council, various committees, and any public meetings. Detailed engineering drawings such as stormwater management plans or servicing plans shall be submitted in a format that is acceptable to the Director of Engineering and Public Works.

Policy IM-25

Where site plans, floor plans, or elevation drawings are required in relation to a development application, it shall be a policy of Council to require that all plans conform to the following requirements:

- a) plans shall be of a professional quality;
- b) all text and numerals shall be clear and legible;
- c) plans shall be drawn or plotted to scale;
- d) plans shall have the scale indicated on the plan as a bar or graphical scale;
- e) paper copies of plans shall be drawn or plotted on paper no larger than 28 x 43 cm (11 x 17 inches);
- f) digital copies of plans shall be suitable for plotting on paper no larger than 28 x 43 cm (11 x 17 inches); and
- g) digital copies of plans shall be submitted in a digital format that can be opened and plotted by Planning & Development Services.

Plans must either be submitted digitally or be of suitable quality and size in order to allow for them to be scanned and reproduced in digital format.

Policy IM-26

It shall be a policy of Council to require that all engineering drawings such as stormwater management plans or servicing plans required in conjunction with a development proposal shall be submitted in a format that is acceptable to the Director of Engineering and Public Works.

11.8.3 Complete Application

In order for an application to be considered complete, it must include all the prescribed information, plans, and materials outlined in this Part along with a letter of application and payment of the required advertising deposit. An incomplete application will not be processed. The applicant will be notified in writing if an application is deemed to be incomplete.

Policy IM-27

It shall be a policy of Council to only consider an application to be complete when all the prescribed information, plans, and materials required by Planning & Development Services have been received. An incomplete application will not be considered by Council.

11.9 Public Participation

11.9.1 Public Participation Requirements

The Town will process all applications for a development agreement or an amendment to the Town's Planning Documents in accordance with the public participation requirements set out in the Municipal Government Act (MGA). A municipality may, in addition to the public notification requirements described in the MGA, also require the notification of assessed owners that may be affected by a proposed development.

Policy IM-28

It shall be a policy of Council to follow the public participation program for development agreements and amendments to the Town's Planning Documents as set out in the Municipal Government Act.

11.9.2 The Public Participation Program

In 2005 the Town adopted a public participation program where property owners within 230 metres (755 feet) of a development proposal were to be sent notification of the proposed development along with a questionnaire and details concerning the public hearing. This process has been very successful at engaging the public in the planning process and provides Council and planning staff with a greater understanding of public concerns related to development within the community. The limitations of the current public notification process is that the mail-out is limited to assessed property owners and

The Town adheres to the Province's public participation requirements but has expanded upon the basic requirements



The Town sends out an information package and questionnaire to all properties within 230 metres of a development proposal

does not include residents. This is unfortunate because many residents are keenly interested in development within their neighbourhood. Unfortunately, the Town does not maintain a list of residents and their mailing addresses and the Town's ability to produce a list of mailing addresses within a given radius of a development proposal is limited to property owners only. The Town acknowledges the limitations of this system but also recognizes that this has nonetheless been an effective method of increasing public awareness and engagement in the planning process.

In addition to the public information mail out, the Town's public participation program also includes posting of a sign or signs on the subject property.

Policy IM-29

In addition to the public process outlined in the Municipal Government Act, it shall be a policy of Council to require that all applications for a development agreement, Land Use By-law amendment, or Municipal Planning Strategy amendment that involve a specific property adhere to the following public participation program:

- a) the Town will provide a sign or signs that the applicant will be responsible for posting and maintaining on the subject property;
- b) the sign(s) shall be posted in a location that is clearly visible from the street;
- c) the sign(s) shall be posted at least 14 days prior to any public hearing; and
- d) the sign(s) shall contain the following information:
 - i) the civic address of the subject property;
 - ii) the name of the applicant;
 - iii) a description of the proposed development including, where applicable, proposed use, ground floor area, number of units, and building height;
 - iv) the time, date, and location of any public hearing or public information meeting concerning the proposed development; and
 - v) a telephone number to call for further information;
- e) the Town will mail out a information package to all property owners within 230 metres (755 feet) of the proposed development that includes:
 - i) a description of the subject property,
 - ii) a description of the proposed development including a site plan and elevation drawings where applicable;
 - iii) the name of the applicant;
 - iv) the time, date, and location of any public hearing or public information meeting concerning the proposed development;
 - v) a questionnaire asking if the property owner supports, opposes, or has no opinion concerning the proposed development and that provides additional space for any other comments; and
 - vi) a telephone number to call for further information.

11.9.3 The Public Participation Survey Results

The public participation survey responses concerning a proposed development or amendment are reviewed and tabulated by planning staff. The results are presented to Council at the relevant public hearing as part of the final staff report prepared by planning staff. Issues and concerns identified by the public may be taken into consideration by Council, Town Staff and the developer to improve any development proposal or mitigate potential conflicts.

The survey form includes a field for the name and address of the respondent but this information is only used to ensure that the respondent owns property within the prescribed mail out area and to ensure that multiple responses are only calculated where appropriate. Individual responses are confidential and are not to be made available to the public unless any information that can be used to identify the respondent has been removed.

Policy IM-30

It shall be a policy of Council to have Planning & Development Services Staff prepare a summary of the public participation survey results for their consideration at the public hearing.

Policy IM-31

It shall be a policy of Council to ensure that all individual survey responses remain confidential and to only release the responses to the public where all information that could be used to identify individual respondents has been redacted.

Policy IM-32

It shall be a policy of Council to allow comments and concerns expressed in the public participation survey to be used to identify and mitigate potential land use issues related to a proposed development.

Survey results help to identify and mitigate potential land use conflicts prior to the public hearing

11.9.4 Planning Reports to be Made Public

Staff reports and recommendations prepared by Planning & Development Services for Council or a Committee of Council are not public information until they are presented to Council or the Committee of Council. Copies of other information concerning a development proposal such as a site plan or servicing plans or other information included as part of a planning application are available to the public. Payment may be required to cover the cost of reproducing large plans.

The Town adheres to the Province's public participation requirements but has expanded upon the basic requirements

Policy IM-33

It shall be a policy of Council to only allow the public release of Staff reports and recommendations prepared by Planning & Development Services for Council or a Committee of Council at the relevant Council meeting, public hearing, or committee meeting.

The Town sends out an information package and questionnaire to all properties within 230 metres of a development proposal

11.9.5 Public Information Meeting

Occasionally the Town is faced with a development or amendment application where there is a great deal of public opposition or concern. There have been instances where these concerns are based on a lack of information or misinformation. In these situations it is often beneficial for the Town to hold an advertised public information meeting where the proposed development or amendment is discussed in detail and the public are given the opportunity to ask questions and voice their concerns. These information meetings are to be held in advance of the public hearing.

Policy IM-34

It shall be a policy of Council hold an advertised public information meeting to discuss a development proposal or amendment application where there is a great deal of public opposition or concern. The cost of advertising this meeting shall be the responsibility of the applicant.

11.10 Subdivision By-law

11.10.1 Development Officer

The Municipal Government Act, Part 8, Section 243, provides for Council to appoint an individual who will administer the Land Use By-law and issue development permits under its regulations. This individual is also to administer the Subdivision By-law and approve subdivision plans which conform to its requirements.

Policy IM-35

It shall be a policy of Council to appoint a Development Officer who is to be responsible for the administration of the Land Use By-law and the Subdivision By-law, and will issue development permits and approve plans of subdivision subject to the Municipal Government Act.

11.10.2 Subdivision By-Law

The Subdivision By-law regulates the subdivision of land within the Town and is directly related to the Municipal Planning Strategy and Land Use By-law, which regulate the development and use of the land. The Subdivision By-law is thus an integral part of planning within the Town, and will be updated and maintained in order to keep it current with other municipal by-laws and conditions.

Part 8, Section 242 of the Municipal Government Act permits the Development Officer to relax standard Subdivision By-law requirements regarding lot dimensions and area on a limited scale if it is provided for in the Subdivision By-law. While this is generally not desirable, there may be occasional circumstances where such provisions could be relaxed with no ill-effect. The Town's Subdivision By-law makes provision for such relaxations.

Policy IM-36

It shall be a policy of Council to provide in the Subdivision By-law powers that the Development Officer may approve a plan of subdivision which shows a maximum of two lots which do not meet the minimum lot dimension or frontage requirements, provided that these dimensions are not less than 90 per cent of the required minimums and that the integrity of the Subdivision By-law is not compromised.

MUNICIPAL PLANNING STRATEGY SCHEDULE "A"



PLANNING & DEVELOPMENT SERVICES

THE INFORMATION ON THIS MAP IS A GRAPHICAL REPRESENTATION OF WHICH APPROXIMATE THE LOCATION AND CONFIGURATION OF ATTRIBUTES. CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY, HOWEVER, THIS MAP IS NOT LAND SURVEYED.

TOWN OF TRURO Future Land Use Map

REFERENCE

RESIDENTIAL AND COMMERCIAL

- LIMITED RESIDENTIAL
- GENERAL RESIDENTIAL
- DOWNTOWN RESIDENTIAL
- RURAL RESIDENTIAL
- DOWNTOWN COMMERCIAL
- GENERAL COMMERCIAL

INDUSTRIAL

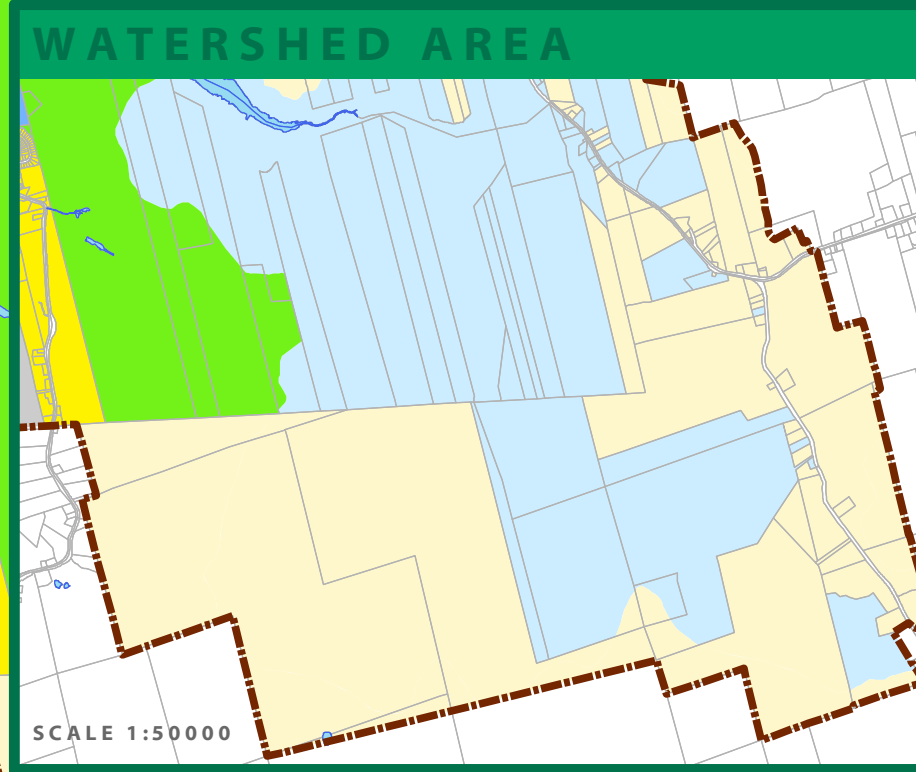
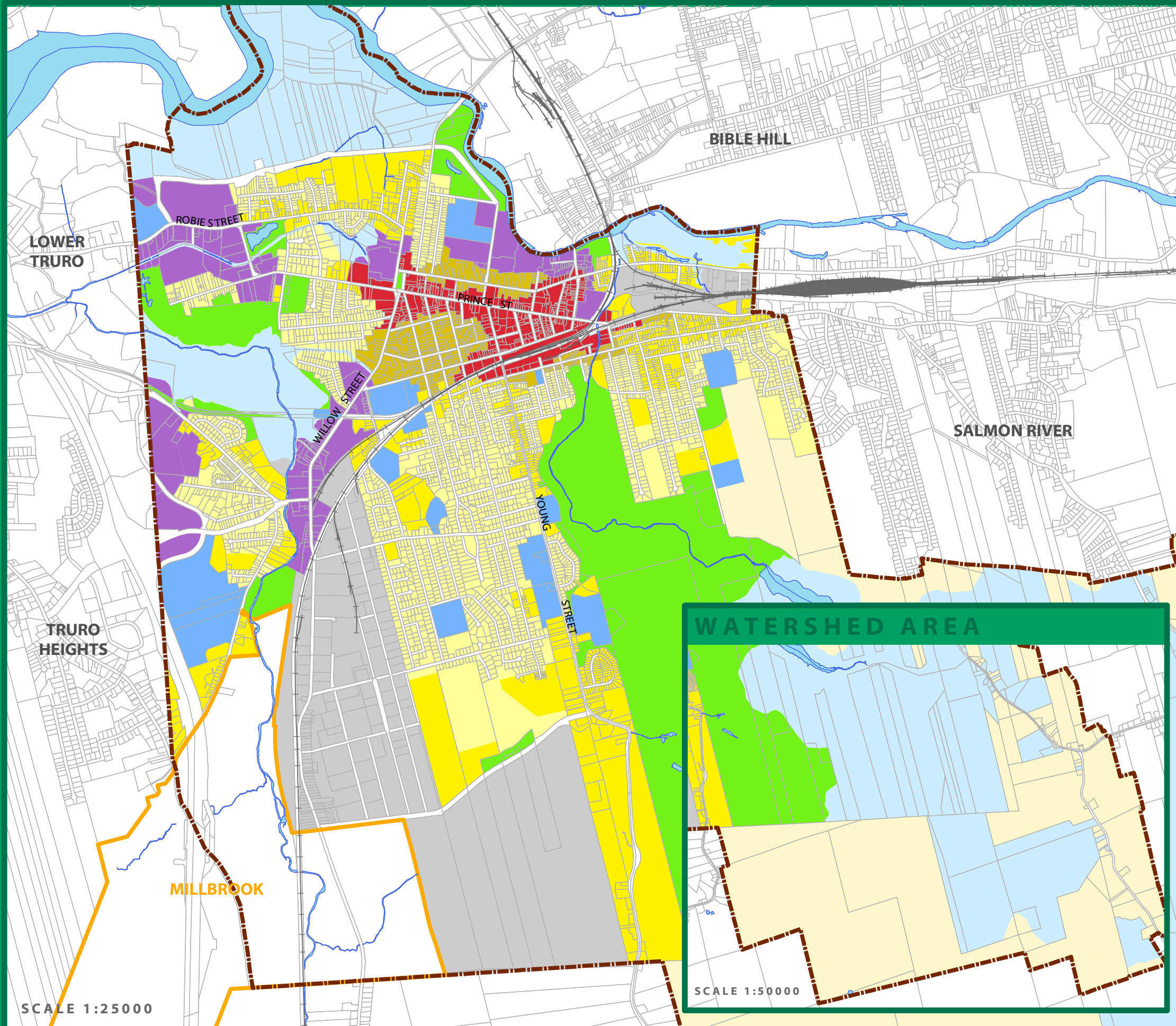
- INDUSTRIAL

PUBLIC USE

- PARKS & OPEN SPACE
- INSTITUTIONAL

ENVIRONMENTAL

- ENVIRONMENTAL



SCALE 1:25000

SCALE 1:50000

MUNICIPAL PLANNING STRATEGY SCHEDULE "B"



PLANNING & DEVELOPMENT SERVICES

THE INFORMATION ON THIS MAP IS A GRAPHICAL REPRESENTATION OF WHICH APPROXIMATE THE LOCATION AND CONFIGURATION OF ATTRIBUTES. CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY, HOWEVER, THIS MAP IS NOT LAND SURVEYED.

TOWN OF TRURO Existing Land Use Map

REFERENCE

RESIDENTIAL AND COMMERCIAL

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- MINI HOME RESIDENTIAL
- MIXED USE RESIDENTIAL/COMMERCIAL
- COMMERCIAL

INDUSTRIAL AND UTILITIES

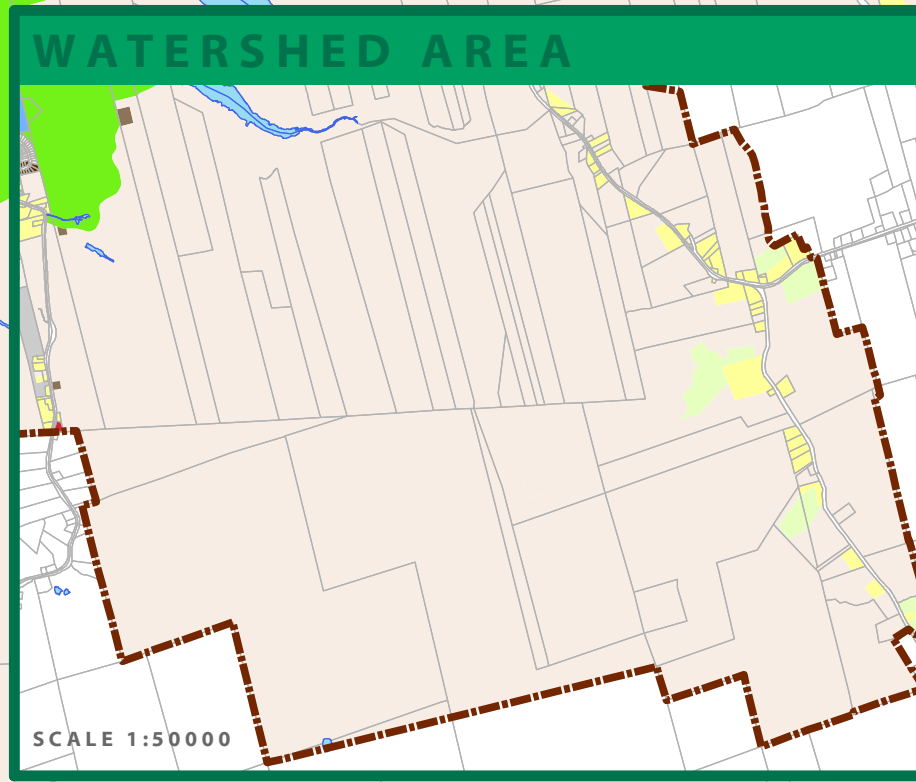
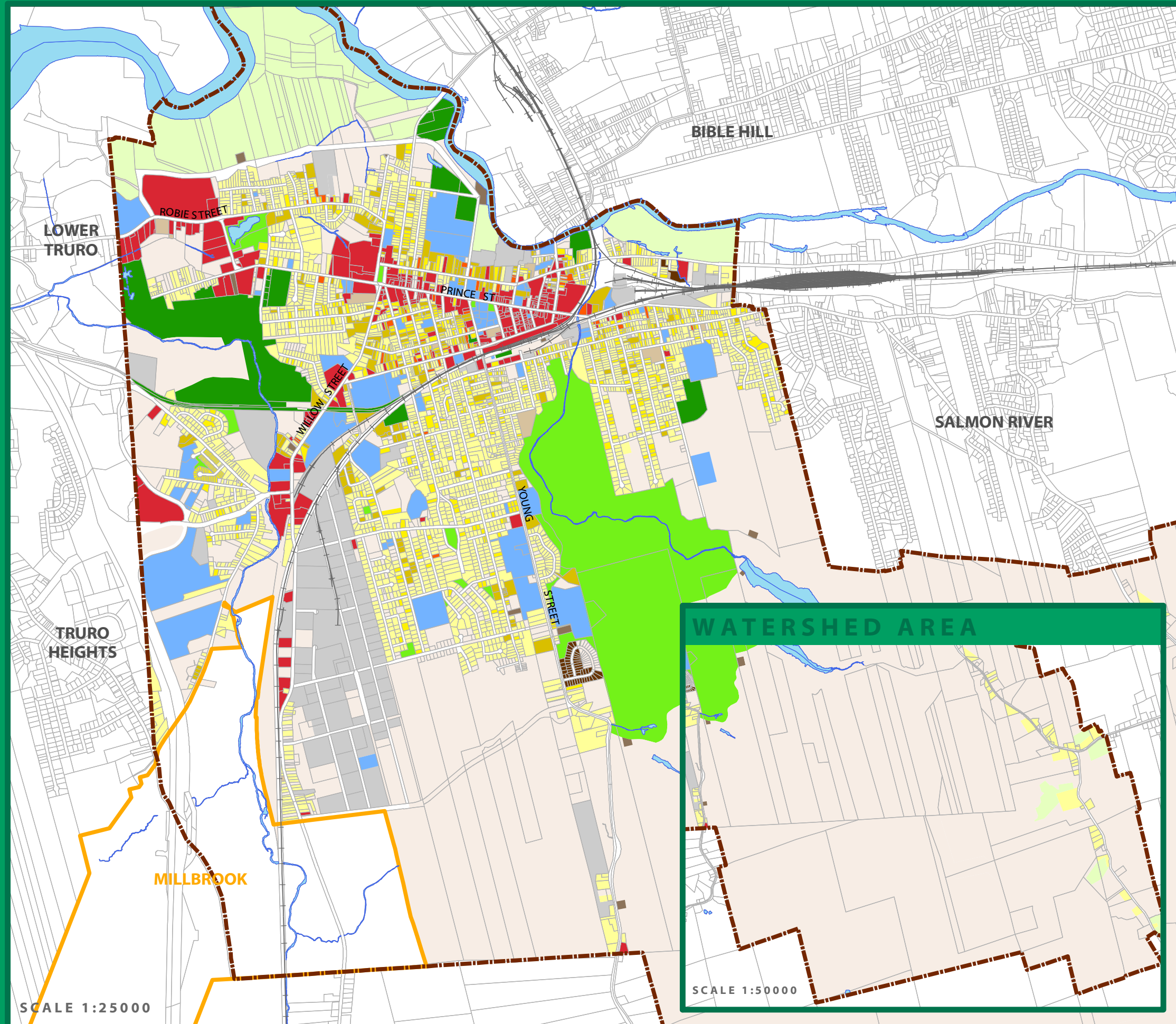
- INDUSTRIAL
- UTILITIES

PUBLIC USE

- PARKS & OPEN SPACE
- RECREATION
- INSTITUTIONAL
- AGRICULTURE

VACANT PROPERTIES

- VACANT LAND
- VACANT BUILDING



MUNICIPAL PLANNING STRATEGY

SCHEDULE "C"



PLANNING & DEVELOPMENT SERVICES

THE INFORMATION ON THIS MAP IS A GRAPHICAL REPRESENTATION OF WHICH APPROXIMATE THE LOCATION AND CONFIGURATION OF ATTRIBUTES. CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY, HOWEVER, THIS MAP IS NOT LAND SURVEYED.

TOWN OF TRURO

Recreation Map

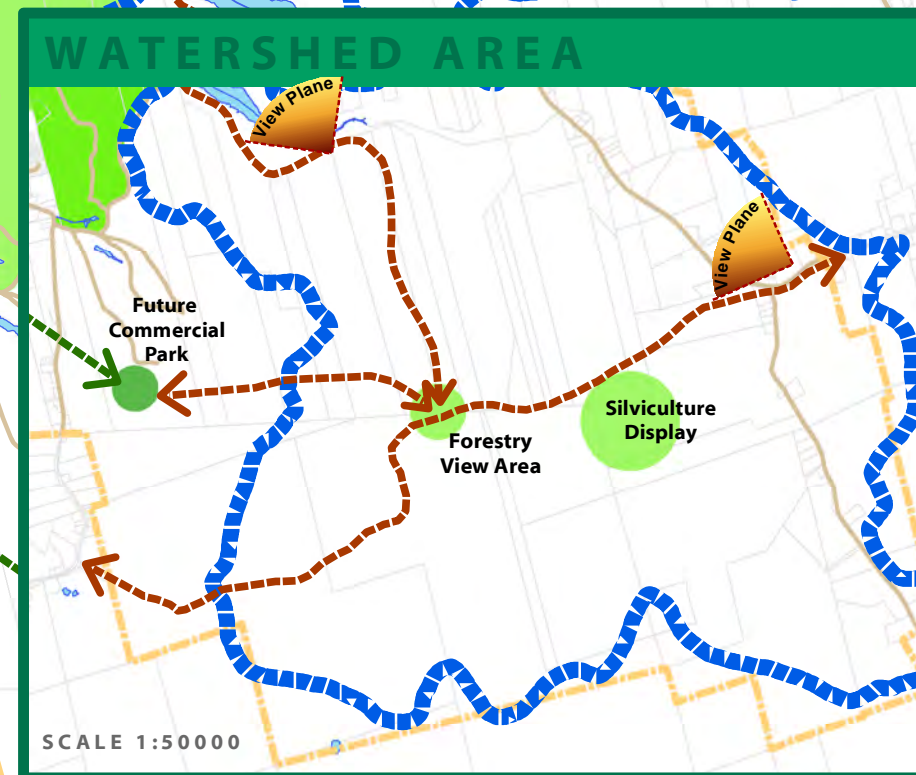
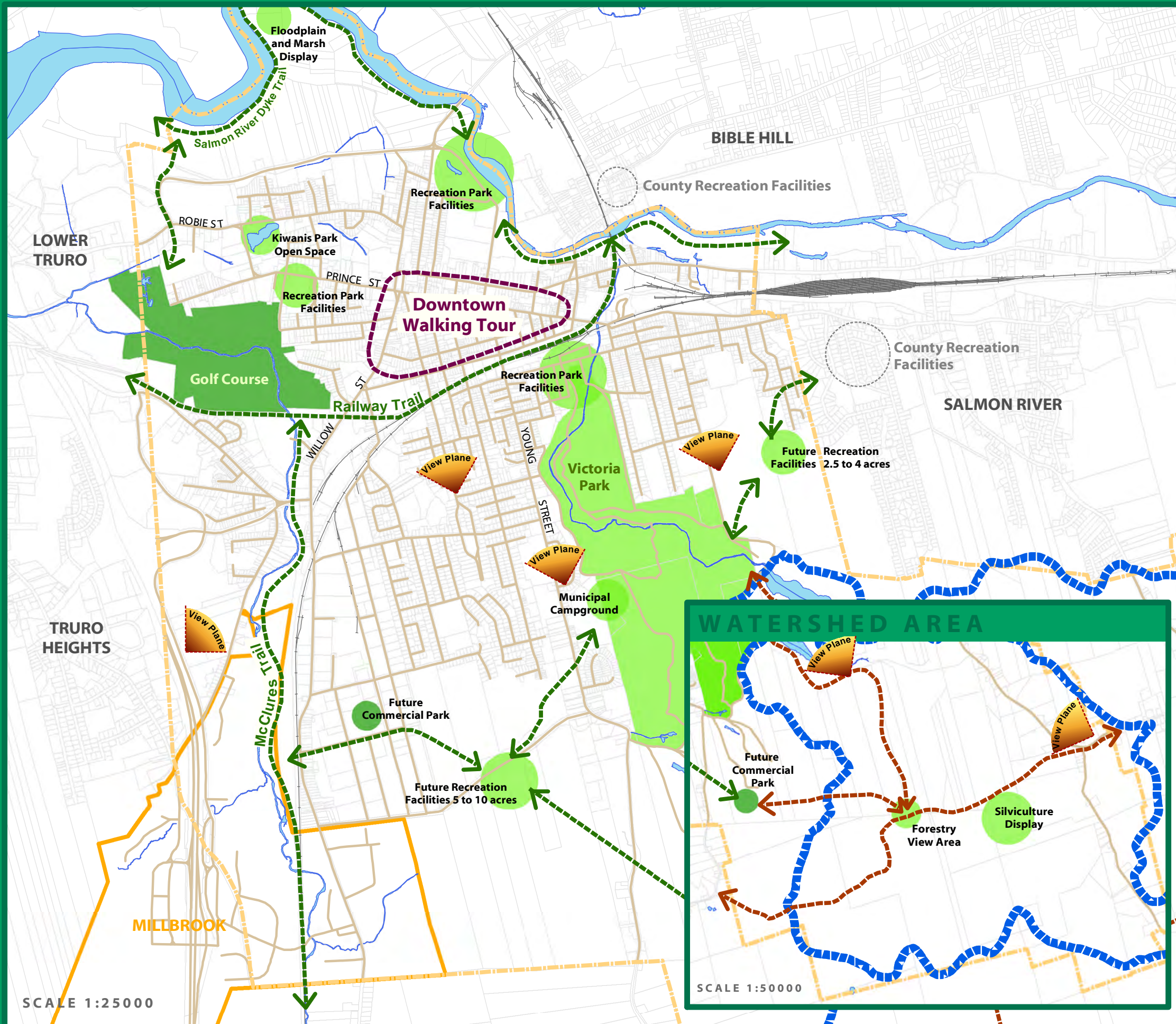
REFERENCE

- WILDERNESS WALKING TRAIL
- BICYCLE/WALKING TRAIL
- WATERSHED BOUNDARY
- PUBLICALLY OWNED FACILITY
- PRIVATELY OWNED FACILITY

Notes:

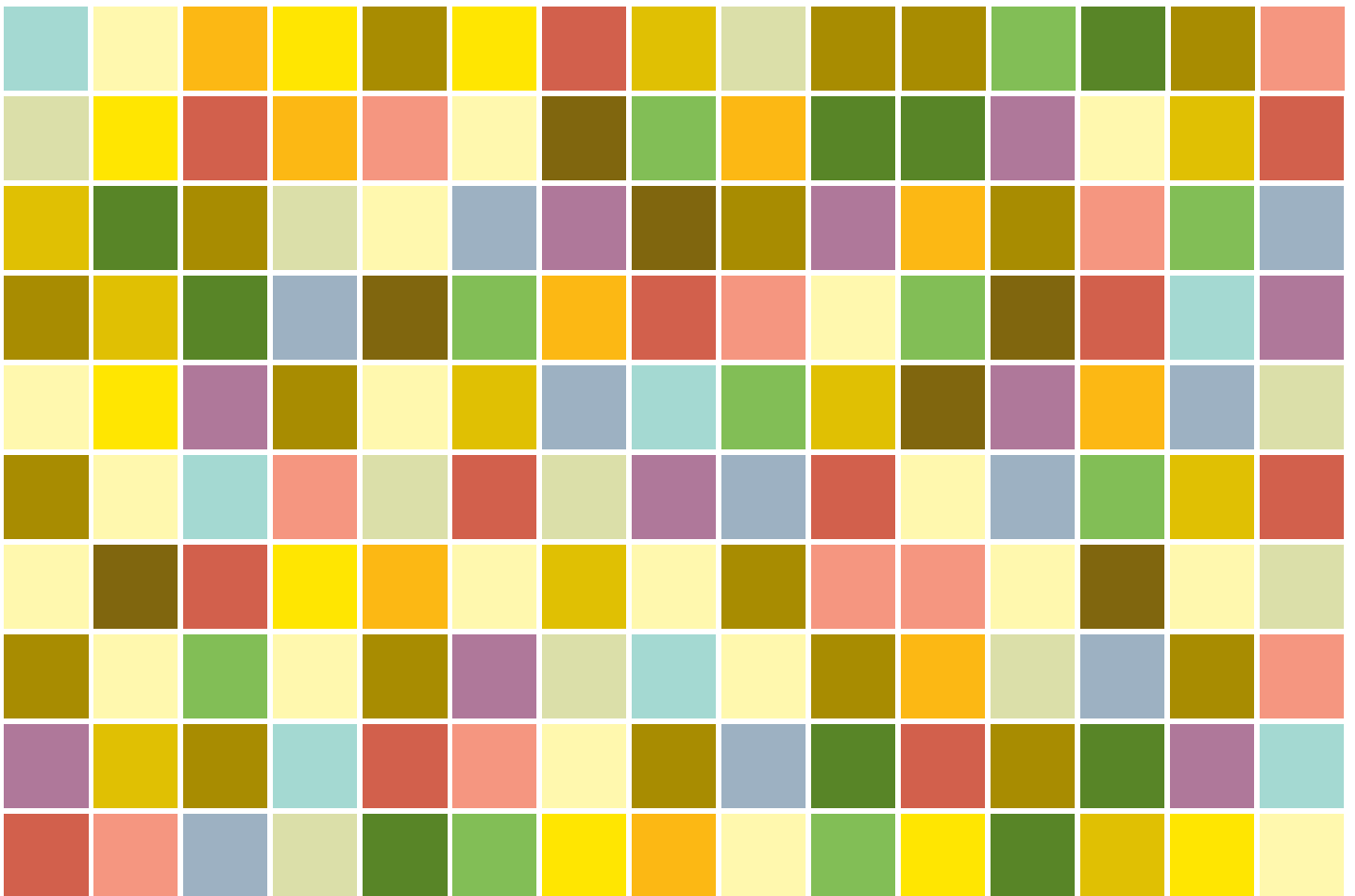
Walkways are to be designed to incorporate:

- Prepared open spaces
- Ravines & other environmentally sensitive lands
- Parks and public lands
- Roads and streets specially designed





Town of Truro Land Use By-law



1 • Definitions.....	1-1
2 • Zones.....	2-1
2.1 General.....	2-1
2.2 Zone Symbols.....	2-1
2.3 Zoning Boundaries.....	2-2
3 • Administration.....	3-1
3.1 Planning Advisory Committee (PAC).....	3-1
3.2 Development Officer.....	3-1
3.3 Development Permit.....	3-1
3.4 Application for Development Permits.....	3-1
4 • General Provisions.....	4-1
4.1 General Provisions for All Zones.....	4-1
4.1.1 <i>Development Permit Required</i>	4-1
4.1.2 <i>Accessory Buildings</i>	4-1
4.1.3 <i>Accessory Buildings in Residential Zones</i>	4-1
4.1.4 <i>Accessory Structures</i>	4-1
4.1.5 <i>Accessory Use</i>	4-1
4.1.6 <i>Accessory Uses Permitted</i>	4-1
4.1.7 <i>Building to be Moved</i>	4-1
4.1.8 <i>Building to be Erected on a Lot</i>	4-2
4.1.9 <i>Compliance with Other By-laws</i>	4-2
4.1.10 <i>Conformity with Existing Setbacks</i>	4-2
4.1.11 <i>Day Lighting Triangle</i>	4-2
4.1.12 <i>Existing Buildings</i>	4-2
4.1.13 <i>Existing Lots</i>	4-2
4.1.14 <i>Existing Lots without Frontage</i>	4-2
4.1.15 <i>Existing Undersized Lots</i>	4-3
4.1.16 <i>Fences</i>	4-3
4.1.17 <i>Fronting on Streets</i>	4-3
4.1.18 <i>Height Regulations</i>	4-3

4.1.19	<i>Illumination</i>	4-4
4.1.20	<i>Multiple Uses</i>	4-4
4.1.21	<i>Natural Hazards and Yard Requirements</i>	4-4
4.1.22	<i>Non-Conforming Uses and Structures</i>	4-4
4.1.23	<i>One Main Building on a Lot</i>	4-4
4.1.24	<i>Outdoor Woodburning Furnaces</i>	4-5
4.1.25	<i>Permitted Encroachments into Yards</i>	4-5
4.1.26	<i>Public Uses</i>	4-5
4.1.27	<i>Public Utilities</i>	4-5
4.1.28	<i>Refuse Storage</i>	4-5
4.1.29	<i>Restoration to a Safe Condition</i>	4-6
4.1.30	<i>Special Occasion Uses</i>	4-6
4.1.31	<i>Subdivision of Lots for Monuments and other Similar Uses</i>	4-6
4.1.32	<i>Swimming Pools</i>	4-6
4.1.33	<i>Telecommunication Facilities</i>	4-7
4.1.34	<i>Temporary Construction Uses</i>	4-7
4.1.35	<i>Utilities</i>	4-7
4.1.36	<i>Variances</i>	4-7
4.1.37	<i>Yard and Garage Sales</i>	4-8
4.1.38	<i>Uses Permitted by Development Agreement</i>	4-8
4.2	Parking and Loading	4-10
4.2.1	<i>Parking Required</i>	4-10
4.2.2	<i>Calculating Parking Requirements</i>	4-10
4.2.3	<i>General Parking Requirements</i>	4-10
4.2.4	<i>Downtown Parking Requirements</i>	4-12
4.2.5	<i>Design Standards for Parking Areas or Lots</i>	4-13
4.2.6	<i>Loading Spaces</i>	4-14
4.2.7	<i>Parking and Loading Specifications</i>	4-15
4.2.8	<i>Driveway Specifications</i>	4-16
4.2.9	<i>Accessible Parking Requirements</i>	4-16
4.2.10	<i>Vehicle Stacking for Drive-Thru Uses</i>	4-16
4.2.11	<i>Access to a Public Street</i>	4-16
4.2.12	<i>Parking of Commercial Motor Vehicles</i>	4-16
4.2.13	<i>Cash-in-lieu of Required Parking</i>	4-17

4.3 Signage.....	4-17
4.3.1 <i>General.....</i>	4-17
4.3.2 <i>Safety and Maintenance.....</i>	4-17
4.3.3 <i>Calculating the Number of Signs.....</i>	4-17
4.3.4 <i>Permitted Number of Signs.....</i>	4-17
4.3.5 <i>Setback Requirements for Signs.....</i>	4-18
4.3.6 <i>Signs Permitted in all Zones Not Requiring a Development Permit.....</i>	4-18
4.3.7 <i>Signs Prohibited in all Zones.....</i>	4-19
4.3.8 <i>Facial Wall Signs.....</i>	4-19
4.3.9 <i>Projecting Wall Signs.....</i>	4-19
4.3.10 <i>Ground Signs.....</i>	4-22
4.3.11 <i>Roof Signs.....</i>	4-22
4.3.12 <i>Awning Signs.....</i>	4-22
4.3.13 <i>Temporary Signs.....</i>	4-23
4.3.14 <i>Street Banners.....</i>	4-23
4.3.15 <i>Sponsorship Signage on Town Owned Recreational Lands.....</i>	4-24
4.3.16 <i>Off-site Signage.....</i>	4-24
4.3.17 <i>Signs Identifying Residential Developments.....</i>	4-24

5 • Residential Zones..... 5-1

5.1 General Provisions for Residential Zones.....	5-3
5.1.1 <i>Accessory Buildings in Residential Zones.....</i>	5-3
5.1.2 <i>Accessory Building on an Abutting Lot.....</i>	5-3
5.1.3 <i>Home Based Businesses.....</i>	5-4
5.1.4 <i>Amenity Space.....</i>	5-4
5.1.5 <i>Day-care Centres.....</i>	5-4
5.1.6 <i>More than One Main Building on a Lot.....</i>	5-5
5.1.7 <i>Converted Dwellings.....</i>	5-5
5.1.8 <i>Lodging Houses.....</i>	5-5
5.1.9 <i>Bed and Breakfasts.....</i>	5-5
5.1.10 <i>Community Homes.....</i>	5-6
5.1.11 <i>Residential Care Facilities.....</i>	5-6
5.1.12 <i>Scale.....</i>	5-7
5.1.13 <i>Front and Flanking Yard Setbacks.....</i>	5-7

5.1.14	<i>Corner Lots</i>	5-7
5.1.15	<i>Focal Point</i>	5-7
5.2	Single Unit Residential (R1) Zone	5-9
5.2.1	<i>Permitted Uses</i>	5-9
5.2.2	<i>Uses Permitted with Special Conditions</i>	5-9
5.2.3	<i>Zone Requirements</i>	5-9
5.2.4	<i>Maximum Lot Coverage</i>	5-9
5.2.5	<i>Uses Permitted only by Development Agreement</i>	5-10
5.3	Two Unit Residential (R2) Zone	5-11
5.3.1	<i>Permitted Uses</i>	5-11
5.3.2	<i>Uses Permitted with Special Conditions</i>	5-11
5.3.3	<i>Zone Requirements</i>	5-11
5.3.4	<i>Uses Permitted only by Development Agreement</i>	5-12
5.4	General Residential (R3) Zone	5-13
5.4.1	<i>Permitted Uses</i>	5-13
5.4.2	<i>Uses Permitted with Special Conditions</i>	5-13
5.4.3	<i>Zone Requirements</i>	5-13
5.4.4	<i>Uses Permitted only by Development Agreement</i>	5-14
5.5	Multiple Unit Residential (R4) Zone	5-15
5.5.1	<i>Permitted Uses</i>	5-15
5.5.2	<i>Uses Permitted with Special Conditions</i>	5-15
5.5.3	<i>Zone Requirements</i>	5-15
5.5.4	<i>Uses Permitted only by Development Agreement</i>	5-15
5.6	Mini Home Residential (R5) Zone	5-17
5.6.1	<i>Permitted Uses</i>	5-17
5.6.2	<i>Uses Permitted with Special Conditions</i>	5-17
5.6.3	<i>Zone Requirements</i>	5-17
5.6.4	<i>Uses Permitted only by Development Agreement</i>	5-18
5.7	Mixed Use Residential (R6) Zone	5-19
5.7.1	<i>Permitted Uses</i>	5-19
5.7.2	<i>Uses Permitted with Special Conditions</i>	5-19
5.7.3	<i>Zone Requirements</i>	5-19
5.7.4	<i>Uses Permitted only by Development Agreement</i>	5-19
5.7.5	<i>Architectural Design Requirements to Apply</i>	5-20

5.7.6	<i>Exemptions from Architectural Design Requirements</i>	5-20
5.7.7	<i>Physical Form</i>	5-20
5.7.8	<i>Additions</i>	5-23
5.7.9	<i>Alterations</i>	5-24
5.7.10	<i>Architectural Elements</i>	5-24
5.7.11	<i>Semi-Detached and Townhouse Design Requirements</i>	5-26
5.7.12	<i>Exemption from Architectural Design Requirements</i>	5-27
5.7.13	<i>Converted Dwellings</i>	5-27
5.7.14	<i>Accessory Buildings</i>	5-27
5.7.15	<i>Home Based Businesses in the Mixed Use Residential (R6) Zone</i>	5-27
5.7.16	<i>Fencing</i>	5-28
5.7.17	<i>Commercial Uses</i>	5-28
5.8	Heritage Residential (R7) Zone	5-31
5.8.1	<i>Permitted Uses</i>	5-31
5.8.2	<i>Uses Permitted with Special Conditions</i>	5-31
5.8.3	<i>Zone Requirements</i>	5-31
5.8.4	<i>Uses Permitted only by Development Agreement</i>	5-31
5.8.5	<i>Architectural Design Requirements to Apply</i>	5-32
5.8.6	<i>Exemptions from Architectural Design Requirements</i>	5-32
5.8.7	<i>Physical Form</i>	5-32
5.8.8	<i>Additions</i>	5-32
5.8.9	<i>Alterations</i>	5-35
5.8.10	<i>Architectural Elements</i>	5-35
5.8.11	<i>Exemption from Architectural Design Requirements</i>	5-38
5.8.12	<i>Accessory Buildings</i>	5-38
5.8.13	<i>Fencing</i>	5-38
5.8.14	<i>Converted Dwellings</i>	5-39
5.8.15	<i>Two Unit Dwellings</i>	5-39
5.8.16	<i>Home Based Businesses in the Heritage Residential (R7) Zone</i>	5-39
5.8.17	<i>Commercial Uses</i>	5-40
5.9	Rural Residential (R8) Zone	5-41
5.9.1	<i>Permitted Uses</i>	5-41
5.9.2	<i>Uses Permitted with Special Conditions</i>	5-41
5.9.3	<i>Zone Requirements</i>	5-41

5.9.4	<i>Buildings Intended for the Keeping of Animals</i>	5-42
5.9.5	<i>Existing Lots</i>	5-42
5.9.6	<i>New Lots</i>	5-42
5.10	Watershed Residential (R9) Zone	5-43
5.10.1	<i>Permitted Uses</i>	5-43
5.10.2	<i>Uses Permitted with Special Conditions</i>	5-43
5.10.3	<i>Zone Requirements</i>	5-43
5.10.4	<i>Buildings Intended for the Keeping of Animals</i>	5-43
5.10.5	<i>Lots Fronting of Collector Roads</i>	5-44

6 • Commercial Zones..... **6-1**

6.1	General Provisions for Commercial Zones	6-3
6.1.1	<i>Abutting Yard Requirements</i>	6-3
6.1.2	<i>Animal Hospitals and Shelters</i>	6-3
6.1.3	<i>Automobile Service Stations</i>	6-3
6.1.4	<i>Car Washes</i>	6-4
6.1.5	<i>Yard abutting Railway</i>	6-4
6.2	Downtown Commercial (C1) Zone	6-5
6.2.1	<i>Permitted Uses</i>	6-5
6.2.2	<i>Uses Permitted with Special Conditions</i>	6-5
6.2.3	<i>Zone Requirements</i>	6-6
6.2.4	<i>Maximum Commercial Floor Area</i>	6-6
6.2.5	<i>Existing Permitted Uses</i>	6-6
6.2.6	<i>Uses Permitted only by Development Agreement</i>	6-6
6.2.7	<i>Special Provisions for Residential Uses</i>	6-7
6.2.8	<i>Civic Block Height Limit</i>	6-7
6.2.9	<i>Automobile Sales and Rentals</i>	6-7
6.2.10	<i>Retail Display on Public Sidewalks</i>	6-8
6.2.11	<i>Canopies Erected Over a Public Right-of-way</i>	6-8
6.2.12	<i>Urban Design Requirements</i>	6-8
6.2.13	<i>Building Height</i>	6-9
6.2.14	<i>Building Placement</i>	6-10
6.2.15	<i>Corner Lots</i>	6-11
6.2.16	<i>Building Orientation</i>	6-11

6.2.17	<i>Building Form</i>	6-13
6.2.18	<i>Exemption from Architectural Design Requirements</i>	6-14
6.3	Limited Commercial (C2) Zone	6-15
6.3.1	<i>Permitted Uses</i>	6-15
6.3.2	<i>Uses Permitted with Special Conditions</i>	6-15
6.3.3	<i>Zone Requirements</i>	6-16
6.3.4	<i>Maximum Commercial Floor Area</i>	6-16
6.3.5	<i>Uses Permitted only by Development Agreement</i>	6-16
6.3.6	<i>Existing Permitted Uses</i>	6-16
6.3.7	<i>Special Provisions for Residential Uses</i>	6-17
6.3.8	<i>Automobile Sales and Rentals</i>	6-17
6.3.9	<i>Canopies Erected Over a Public Right-of-way</i>	6-17
6.3.10	<i>Retail Display on Public Sidewalks</i>	6-18
6.4	Local Commercial (C3) Zone	6-19
6.4.1	<i>Permitted Uses</i>	6-19
6.4.2	<i>Uses Permitted with Special Conditions</i>	6-19
6.4.3	<i>Zone Requirements</i>	6-19
6.4.4	<i>Maximum Commercial Floor Area</i>	6-19
6.4.5	<i>Local Commercial Uses</i>	6-20
6.4.6	<i>Architectural Controls</i>	6-20
6.4.7	<i>Uses Permitted only by Development Agreement</i>	6-20
6.5	General Commercial (C4) Zone	6-21
6.5.1	<i>Permitted Uses</i>	6-21
6.5.2	<i>Uses Permitted with Special Conditions</i>	6-21
6.5.3	<i>Zone Requirements</i>	6-22
6.5.4	<i>Maximum Commercial Floor Area</i>	6-22
6.5.5	<i>Existing Permitted Uses</i>	6-22
6.5.6	<i>Uses Permitted only by Development Agreement</i>	6-22
6.5.7	<i>Relaxation of Lot Requirements</i>	6-22
6.5.8	<i>Abutting Yard Requirements</i>	6-23
6.5.9	<i>Additional Buffering Required</i>	6-24
6.5.10	<i>Outdoor Storage and Display</i>	6-24
6.6	Adult Entertainment (C5) Zone	6-25
6.6.1	<i>Permitted Uses</i>	6-25

6.6.2	<i>Uses Permitted with Special Conditions</i>	6-25
6.6.3	<i>Zone Requirements</i>	6-26
6.6.4	<i>Adult Entertainment Uses</i>	6-26
6.6.5	<i>Abutting Yard Requirement</i>	6-26
6.6.6	<i>Frontage on Arterial or Collector Road</i>	6-27

7 • Industrial Zones..... 7-1

7.1	Industrial (M1) Zone	7-3
7.1.1	<i>Permitted Uses</i>	7-3
7.1.2	<i>Zone Requirements</i>	7-3
7.1.3	<i>Uses Permitted only by Development Agreement</i>	7-4
7.1.4	<i>Obnoxious Use</i>	7-4
7.1.5	<i>Abutting Yard Requirements</i>	7-4
7.1.6	<i>Additional Buffering Required</i>	7-4
7.1.7	<i>Commercial Uses Accessory to the Main Use</i>	7-4
7.1.8	<i>Outdoor Storage and Display</i>	7-5
7.1.9	<i>Site Development Standards</i>	7-5
7.2	Commercial Industrial (M2) Zone	7-7
7.2.1	<i>Permitted Uses</i>	7-7
7.2.2	<i>Uses Permitted with Special Conditions</i>	7-7
7.2.3	<i>Zone Requirements</i>	7-8
7.2.4	<i>Uses Permitted only by Development Agreement</i>	7-8
7.2.5	<i>Existing Uses</i>	7-8
7.2.6	<i>Obnoxious Use</i>	7-8
7.2.7	<i>Abutting Yard Requirements</i>	7-8
7.2.8	<i>Additional Buffering Required</i>	7-9
7.2.9	<i>Outdoor Storage and Display</i>	7-9

8 • Public Use Zones..... 8-1

8.1	Parks and Open Space (P1) Zone	8-3
8.1.1	<i>Permitted Uses</i>	8-3
8.1.2	<i>Zone Requirements</i>	8-3
8.2	Commercial Recreation (P2) Zone	8-5
8.2.1	<i>Permitted Uses</i>	8-5

8.2.2	<i>Zone Requirements</i>	8-5
8.3	Institutional (P3) Zone	8-7
8.3.1	<i>Permitted Uses</i>	8-7
8.3.2	<i>Zone Requirements</i>	8-7
8.3.3	<i>Abutting Yard Requirements</i>	8-7

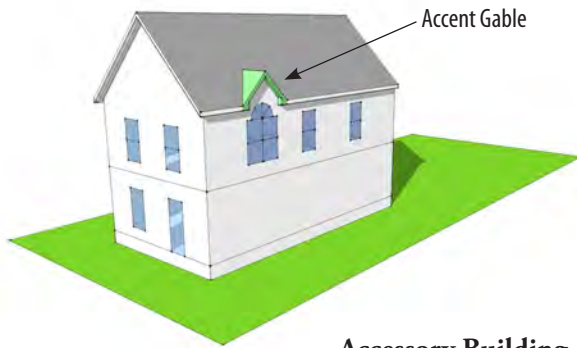
9 • Environmental Mangement Zones..... 9-1

9.1	Environmental Reserve (E1) Zone	9-3
9.1.1	<i>Permitted Uses</i>	9-3
9.1.2	<i>Zone Requirements</i>	9-3
9.1.3	<i>Permanent Structures</i>	9-3
9.1.4	<i>Development Permitted</i>	9-3
9.2	Flood Plain (E2) Zone	9-5
9.2.1	<i>Permitted Uses</i>	9-5
9.2.2	<i>Zone Requirements</i>	9-5
9.2.3	<i>Permitted Structures</i>	9-5
9.2.4	<i>Alteration of Topography</i>	9-5
9.2.5	<i>Infilling</i>	9-6
9.3	Flood Plain Overlays	9-7
9.3.1	<i>Permitted Uses</i>	9-7
9.3.2	<i>Zone Requirements</i>	9-7
9.3.3	<i>Hydrologic Regions</i>	9-7
9.3.4	<i>Alteration of Topography</i>	9-8
9.3.5	<i>Infilling</i>	9-8
9.3.6	<i>Additional Fill</i>	9-8
9.3.7	<i>More than One Property</i>	9-8
9.3.8	<i>Flood Proofing Requirement</i>	9-11
9.3.9	<i>Permit Requirements</i>	9-11
9.3.10	<i>Permits</i>	9-11
9.3.11	<i>Erosion and Sedimentation</i>	9-12
9.4	Watershed (E5) Zone	9-13
9.4.1	<i>Permitted Uses</i>	9-13
9.4.2	<i>Zone Requirements</i>	9-13
9.4.3	<i>Permanent Structures</i>	9-13

1 • Definitions

A

Abutting Yard means the premise of a lot abutting the subject property, excluding the primary structure.



Accent Gable means a gable that is intended to highlight an architectural element of a building such as, but not limited to, an entrance, window, bay, projection, or balcony (*see figure*).

Accessory Building means a subordinate building restricted to accessory uses located on the same site as the main building or principal use but not designed for dwelling.

Accessory Building, Attached means an accessory building sharing one or more common or adjoined walls with the main building.

Accessory Building, Detached means an accessory building which is not attached to the main building.

Accessory Dwelling means a subordinate building designated for occupation as a dwelling unit.

Accessory Dwelling, Attached means an accessory building sharing one or more common or adjoined walls with the main building.

Accessory Dwelling, Detached means an accessory dwelling which is not attached to the main building.

Accessory Structure means a structure other than a building which is located on the same lot as the principal use or main building, and of a nature customarily and clearly secondary and incidental to the main building or principal use.

Accessory Use means the use or uses which take place on the same site as the principal use, and of a nature customarily and clearly secondary and incidental to the principal use.

Accommodations means a building or portion thereof in which rooms are regularly provided for compensation for use as a tourist establishment and not used as a dwelling for the owner and members of the owner's family. Hotels and motels are examples of accommodations, however accommodations shall not include a multiple unit dwelling, bed and breakfast, lodging house, apartment building, community home or home for special care.

Adult Entertainment Use means any establishment or retail business that offers goods, services, or entertainment to the public intended to deliver sexual stimulation or gratification, or is reasonably intended to appeal primarily to erotic appetites. It includes, but is not limited to, entertainment characterized by the display of the nude or semi-nude human body in a manner or context apparently designed to exploit the sexual aspects of the human body and its constituent anatomy. Such entertainment is commonly promoted using adjectives or terms such as "nude", "topless", "adult", "sexy", "exotic", and so on. It also includes, but is not limited to, "massage parlours", video stores which predominantly feature for sale adult movie titles, adult book stores, and stores that predominantly feature for sale goods and supplies that purport to aid or enhance the sexual experience.

Alter or an **Alteration** means to change the structural component of a building or to increase the volume of a building or structure.

Amenity Space means the area situated within the boundaries of a residential development site intended and capable of being used for recreational purposes, and may include landscaped areas, patios, private amenity areas, verandahs, balconies, communal lounges, swimming pools, play areas and similar uses, but does not include any area occupied at grade by a building's service area, parking lots, aisles or access driveways.

Animal Clinic means an animal hospital in which the use is confined to providing care to outpatients with no overnight lodging of animals.

Animal Hospital means an establishment providing surgical or medical treatment or examination of domestic pets entirely within a building and may include:

- a) the premises where animals, birds or fish are treated or kept;
- b) a building or part of a building used as the premises of a Veterinary Surgeon where domestic animals, birds or fish are treated but shall not include an animal shelter or kennel;
- c) a facility in which the practice conducted includes the confinement as well as the treatment of patients;
- d) a building or structure in which facilities are provided for the prevention, cure and alleviation of disease and injury to animals and in conjunction with which there may be shelter provided, within the building or structure, during the period of treatment;
- e) a building where one or more licensed veterinarians and any associated staff provide medical, surgical, grooming, boarding or similar services solely for household pets;
- f) a place where animals or pets are given medical or surgical treatment, which may include short-time boarding of animals incidental to such hospital use; and
- g) a building or part thereof used by veterinarians primarily for the purpose of the consultation, diagnosis and office treatment of household pets, but shall not include long-term boarding facilities.

Animal Shelter means a lot and/or building or part thereof used for the care of lost, abandoned or neglected animals.

Apartment means a dwelling unit which typically has a common entrance and the occupants of which have the right to use in common certain areas of the building and its property such as common halls, stairs, yards or one or more of them.

Architectural Style means the classification of built form based on height, materials, and morphology.

Attached Accessory Building, *see "Accessory Building, Attached"*

Attached Accessory Dwelling, *see "Accessory Dwelling, Attached"*

Automobile Sales Establishment means a building or part of a building or space on a lot used for retail sale or rental of motor vehicles and motor vehicle accessories, and includes a public garage and repair shop.

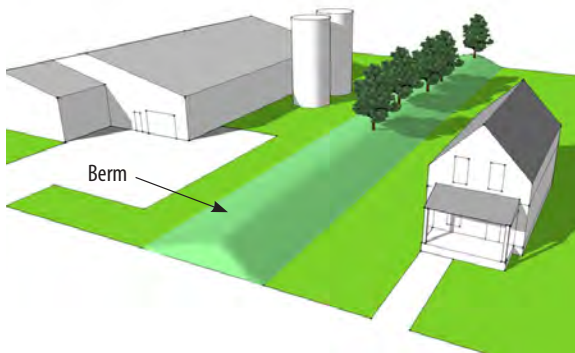
Automobile Service Use means a building or place for the sale of motor vehicle requirements, where minor repairs and servicing are carried out.

B

Basic Building Form means the placement and coordination of a structure's parts and structural features.

Bed and Breakfast means a tourist establishment in which the owner resides and which provides for the travelling or vacationing public. The establishment must be licensed by the Tourist Accommodation Act and regulations made thereto. Bed and Breakfasts shall not include a multiple unit dwelling, accommodations, lodging house, community home or home for special care.

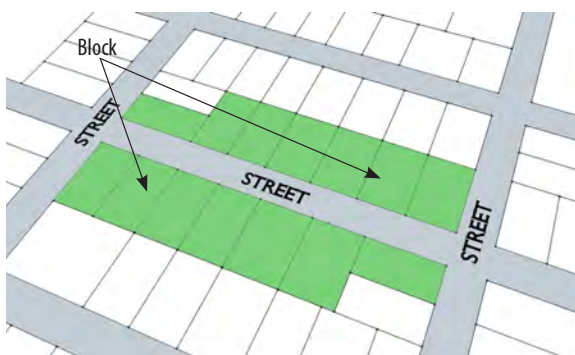
Bedroom means a room or space in a dwelling laid out for the sleeping activities of one or two adults, or a correspondingly appropriate number of children.



Berm means an area of land which has been raised to help screen a use or activity from abutting uses or activities (*see figure*).

Beverage Room means a commercial establishment that operates a pub style facility in Nova Scotia serving beer and wine only (no hard liquor).

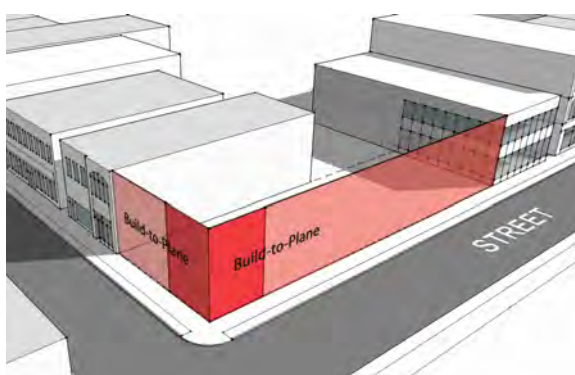
Block means a contiguous group of properties that share frontage on the same section of street that begins and ends with an intersection or the street's terminus (*see figure*).



Building means any structure, whether temporary or permanent, used or built for the shelter, accommodation or enclosure of persons, animals, material or chattels, and includes any awning, bin, bunker or platform, vessel or vehicle used for any of the said purposes.

Building Area means the maximum horizontal area of a building at grade.

Build-to Plane means the vertical plane that extends upward two storeys from a line drawn parallel to the street at the established front yard setback, or extending to both the front and flanking yard setbacks if on a corner lot (*see figure*).



C

Cabaret means a commercial establishment that sells liquor by the glass and beer and wine by the glass, open bottle or other container while featuring high-quality live entertainment.

Café means an establishment primarily serving coffee or tea and may also serve light meals such as sandwiches. A café may not serve alcoholic beverages.

Carport means a building or structure which is without walls on at least two sides and is used for the parking or storage of a motor vehicle. A carport is not a parking lot, nor a parking structure.

Car Wash means any establishment or business that offers fixed-site car cleaning services or equipment which is part of a structure and does not include a mobile car wash.

Commercial Floor Area, *see* “Floor Area”

Commercial School means an means a school operated by an individual or company for gain or profit, providing instruction in a primary or secondary educational use within the curricula of the Province of Nova Scotia. It may also offer instruction in a specific trade, skill or service such as secretarial skills, vocational skills, aviation, banking, commercial arts, automobile driving, language, modelling, business, hairdressing, beauty, culture, dancing and music schools.

Community Garden means a piece of land utilized by a non-profit society or group for the purposes of producing food and flowers for the personal use of the society or group members, or for the purposes of a community education program that encourages the involvement of schools, youth groups and citizens.

Community Home means a community based group living arrangement, in a single housekeeping unit, for up to a maximum of seven (7) individuals, exclusive of staff and/or receiving family, with social, emotional, legal, mental and/or physical handicaps or problems, that is developed for the well being of its residents through self-help, professional care, guidance and supervision unavailable in the resident’s own family, an institution or in an independent living situation. A community home is licensed, funded or approved by the Province of Nova Scotia.

Convenience Stores shall mean a store and associated uses that serve the need of the surrounding area and shall include, but not be limited to, items of merchandise which constitute the main feature of the following types of stores: general stores, food stores, hardware stores, sporting good stores, delicatessens and drug stores, provided that all such items are new retail merchandise and that such business is conducted within a wholly enclosed building.

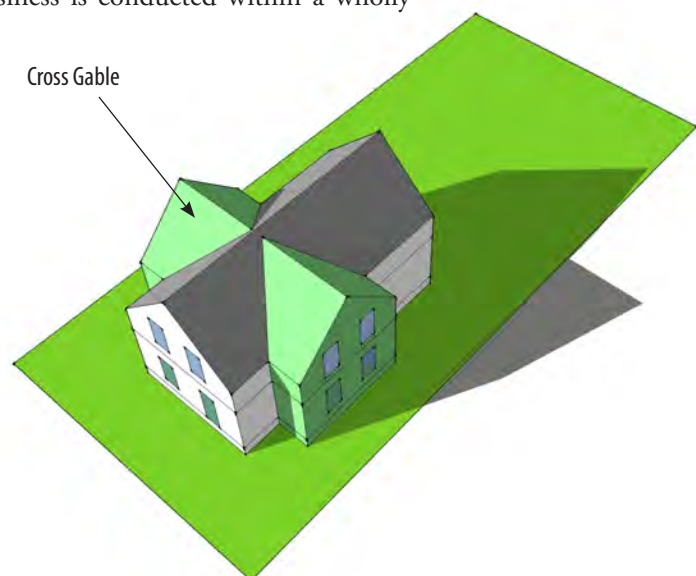
Converted Dwelling, *see* “Dwelling”

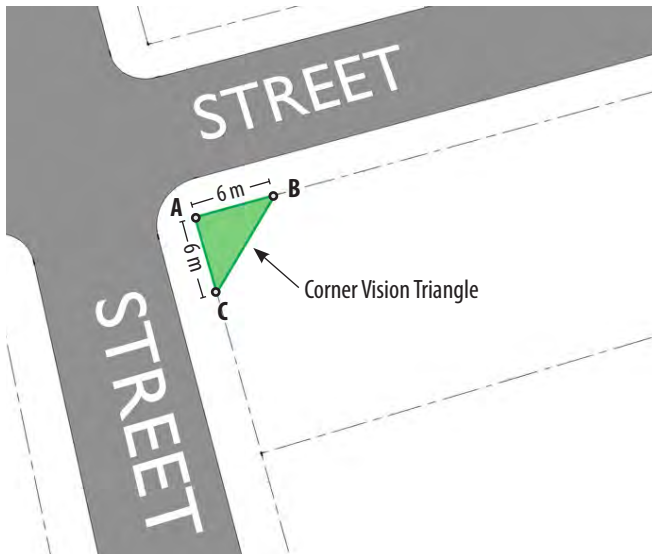
Council means the Town Council of the Town of Truro.

Cross Gable means a gable on a dormer which is perpendicular to the roof’s direction (*see figure*).

D

Day-Care Centre means a place where four or more pre-school children are cared for on a temporary daily basis without overnight accommodation but does not include a school.





Day Lighting Triangle means that area of a corner lot which is enclosed by a triangle, the three corners of which are determined as follows (see figure):

- a) the point of intersection of the front and flanking lot lines (point “A”);
- b) a point on the flanking lot line (point “B”) a distance of 6 m (19.7 ft) from point A; and
- c) a point of the front lot line (point “C”) a distance of 6 m (19.7 ft) from point A.

Designated Flood Plain means the area of land adjacent to the Salmon River, North River and their tributaries that is inundated with flood waters at a statistical frequency of 1:100 years and 1:20 years as identified under the Canada – Nova Scotia Flood Damage Reduction Program and associated Flood Risk Mapping.

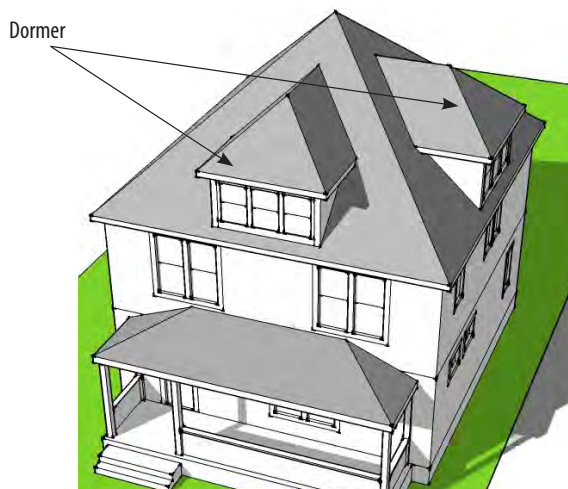
Design Elements means the placement of structures or objects which affect aesthetics and functionality of the premise.

Detached Accessory Building, see “*Accessory Building, Detached*”

Detached Accessory Dwelling, see “*Accessory Dwelling, Detached*”

Development includes any erection, construction, addition, alteration, replacement or relocation of to any building or structure and any change or alteration in the use made of land, building or structures and shall include any topographical alterations for the purposes of flood plain management. In the Mixed Use Residential (R6) or Heritage Residential (R7) Zones, ‘Development’ shall include non-structural alterations to the exterior of a main building such as window or siding replacement.

Development Agreement means an agreement made pursuant to the provisions of the Municipal Government Act.



Dormer means a protruding structure built out of a sloped roof (see figure).

Dormer, Hip Roof means a dormer having a hip roof;

Dormer, Gable means a dormer having a gable roof;

Dormer, Shed means a dormer having a roof with a single slope;

Dwelling, Converted means a building originally built and designed as a single detached dwelling unit that has been converted into two or more dwelling units or a non residential use.

Dwelling, Mini Home means a transportable, single or multiple section dwelling unit certified by Canadian Standards Association prior to placement on the site as complying with the CAN/CSA-Z240 Series “Mobile Homes” at the time of manufacture.

Dwelling, Multiple Unit means a building consisting of three or more residential dwelling units within a single structure but does not include a townhouse dwelling (*see figure*).

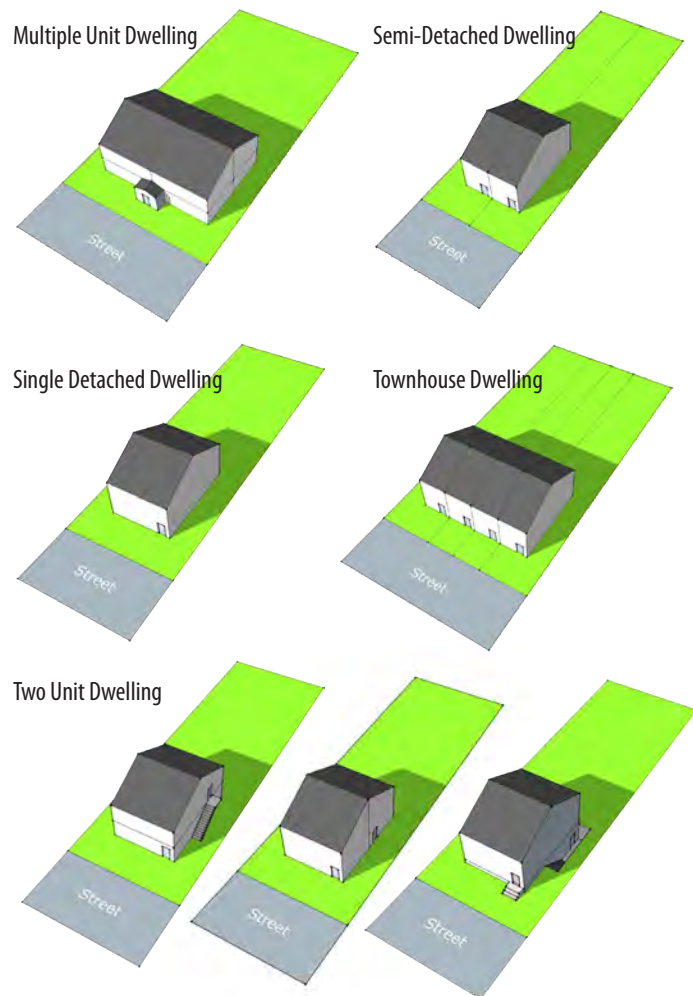
Dwelling, Semi-Detached means a building that is divided vertically into two dwelling units, each of which has its own dedicated exterior entrance oriented towards the street, and each of which is designed to, if subdivided, exist as one independently owned dwelling unit on its own lot (*see figure*).

Dwelling, Single Detached means a completely detached dwelling unit (*see figure*).

Dwelling, Townhouse means a building that is divided vertically into three or more dwelling units, each of which has its own dedicated exterior entrance oriented towards the street, and each of which is designed to, if subdivided, exist as one independently owned dwelling unit on its own lot (*see figure*).

Dwelling, Two-Unit means a building that is divided into two units but does not include a semi-detached dwelling (*see figure*).

Dwelling Unit means one or more habitable rooms with a private entrance, designed or intended for use by one or more individuals as an independent and separate housekeeping establishment in which separate kitchen, sanitary facilities and sleeping area(s) are provided for the exclusive use of such individuals.



E

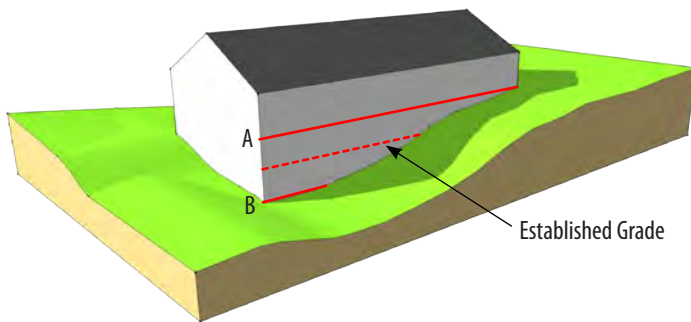
Educational Uses means any building use designated for instruction, including public and commercial schools and nursery schools.

Elevation (*with reference to buildings*) means the vertical area of a building from grade level to the roof's highest extending feature.

Engineer, Professional means a registered member, in good standing, of the Association of Professional Engineers of Nova Scotia.

Erect (*with reference to a building or structure*) means, build, construct or reconstruct and shall include:

- a) the moving of a structure from one location to another; and/or
- b) any physical operation, such as excavating, filling or draining, preparatory to building, construction or reconstruction and "erected" shall have a corresponding meaning.



Existing means legally existing on the effective date of this By-law.

Established Grade means the average of the highest (A) and lowest (B) elevation of finished surface of the ground where it meets the exterior main walls of a building or the average elevation of the finished grade of the ground immediately surrounding a structure, exclusive in both cases of any artificial embankment or trenchment (*see figure*).

F

Fence means any barrier of posts, wood, metal, wire, brick, stone, or other similar materials or combinations of such materials, which is constructed for the purpose of delineating, screening, safeguarding or enclosing.

Fenestration refers to the form and placement of windows.

Flanking Elevation means the facade of a building facing the flanking lot line on a corner lot.

Flanking Yard, *see "yard"*

Floodproofing means a measure or combination of structural and non-structural measures incorporated into the design of a structure which reduces or eliminates the risk of flood damage, usually to a defined elevation. The prescribed method of flood proofing is through the permanent placing of fill, or elevation of the structure, or having the sills of all windows and doors through the foundation walls above the specified level.

Floodway means the inner portion of a flood risk area where the risk of flooding is greatest, on average once in twenty years, and where flood depths and velocities are greatest.

Floodway Fringe means the outer portion of a flood risk area where the risk of flooding is moderate and floods on average once in one hundred years.

Floor Area (in relation to a building) means the total area of all floor space contained within the exterior walls of a building.

Floor Area (in relation to a use) means the extent of floor space occupied by a use.



Floor Area, Commercial means the total useable floor area within a building used for business or commercial purposes but excludes washrooms, furnace and utility rooms and common halls or malls between individual establishments.

Floor Area, Ground means the combined area of all horizontal space contained within the exterior face of the exterior walls of the storey closest to grade level.

Frontage, *see "lot frontage"*

Front Yard, *see "yard"*

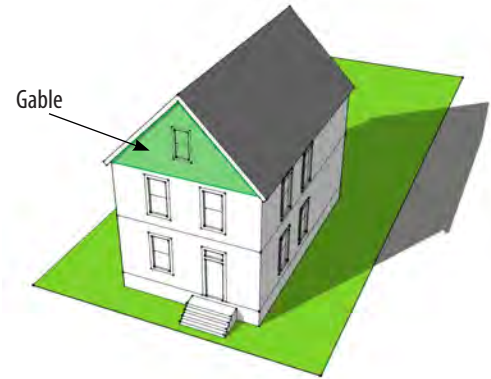
Full Cut-off Fixture means a lighting fixture that allows no emission of light above the fixture's horizontal plane (*see figure*).

G

Gable means the triangular section of a wall at the end of a pitched roof formed between the eaves (*see figure*).

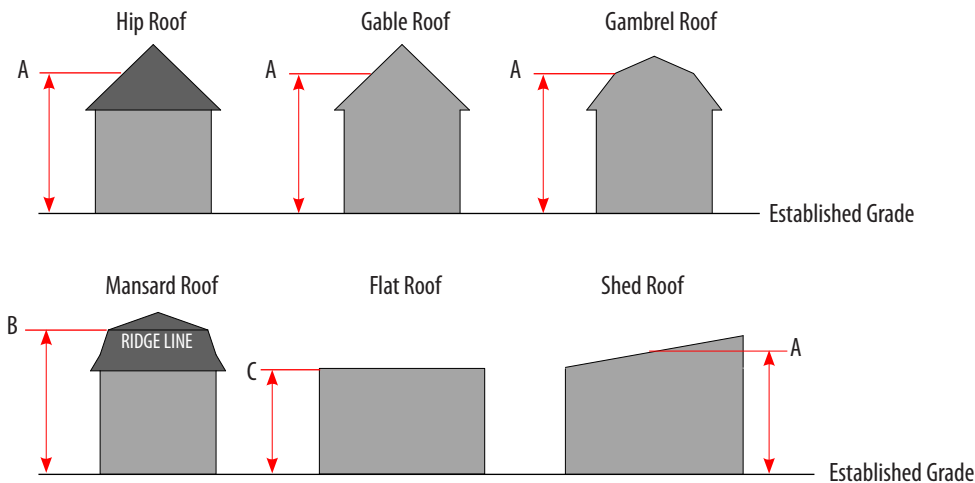
Gable Dormer, *see “dormer”*

Grade Level means the site elevation prior to any development.



H

Height, Building means the vertical height from the established grade level to: halfway between the roof peak and the eaves in the case of a pitched roof (A), the ridge line in a mansard roof (B), or the highest point of the roof joists in the case of a flat roof (C) (*see figure*).



Heritage Structure means a structure situated on a property registered either municipally with the Heritage Advisory Committee or provincially through the Heritage Property Program created through the Heritage Property Act. R.S., c. 199, s. 1.

Hip Dormer, *see “dormer”*

Home Based Business means a business or professional use operating as a secondary use within a residential dwelling by the dwelling’s occupant(s).

Home for Special Care means a building wherein nursing care or room and board are provided to individuals incapacitated in some manner for medical reasons but does not include a hospital. Homes for special care shall not include the uses of a tourist establishment.

Housekeeping Unit means one or more rooms which contain independent cooking, sanitary and sleeping facilities.

I

Industrial Use means the use of land, building or structures for the manufacturing, processing, fabricating or assembly of raw materials or goods, warehousing or bulk storage of goods and related accessory uses and shall include the use of land, or building, or structure for one or more of the following operations:

- h) the carrying on of any process of manufacture that may or may not result in a finished article;
- i) the dismantling and separating into parts of any article, machinery, or vehicle;
- j) the breaking up of any articles, goods, machinery, or vehicles;
- k) the treatment of waste materials;
- l) the processing of sand, gravel, clay, turf, soil, rock, stone, or similar substances, but not the extraction thereof; and
- m) the repairing and servicing of all vehicles, machinery and buildings;
- n) the storage of goods in connection with or resulting from any of the above operations;
- o) the provision of amenities for persons engaged in such operations;
- p) the sale of goods resulting from such operations; and
- q) any work of administration or accounting in connection with the undertaking.

Infilling means material or the act of depositing material from an outside area into the 1:20 year and/or 1:100 year flood plain as identified under this by-law.

Institutional Use means a use put to a building or land used for non-commercial purpose by an organized body or society for promoting a particular objective.

K

Kennel means a building or structure where animals, birds or livestock used as domestic household pets are kept or boarded commercially, and may also mean:

- a) A service commercial establishment for the keeping, breeding, boarding or training of four or more mature male or female dogs.
- b) A place where dogs and other domestic animals excluding livestock are bred and raised and are sold or kept for sale or boarded.
- c) Any premises on which four or more dogs over four months of age are kept.
- d) An establishment for the keeping, breeding and raising of domesticated animals for profit or gain, but shall not apply to the keeping of animals in a veterinary establishment for the purpose of observation and/or recovery necessary to veterinary treatment.

L

Landscaping means the design and placement of landscape elements such as trees, shrubs, grass, rocks and other organic and inorganic elements of the landscape.

Landscaping Plan means a detailed site plan that graphically depicts landscape elements and includes details such as ground cover, materials, plant species, trees, lighting, walkways, structures, natural features, and other elements that define a landscape.

Loading Space means an off-street space or berth on the same lot with a building or contiguous to a group of buildings, for the temporary parking of a commercial vehicle while loading or unloading merchandise or materials and which is connected to a public street by an appropriate access.

Lodging House means any structure, or part thereof, containing more than one Lodging Unit for hire or gain directly or indirectly to persons. A Lodging House shall not include a multiple unit dwelling, accommodation, bed and breakfast, apartment building, community home, or home for special care.

Lodging Unit means a room in a Lodging House used to providing living accommodation for the occupant but does not include an independent kitchen and washroom and does not constitute a self-contained housekeeping unit.

Lot means any parcel of land described in a deed or as shown on a registered plan of subdivision.

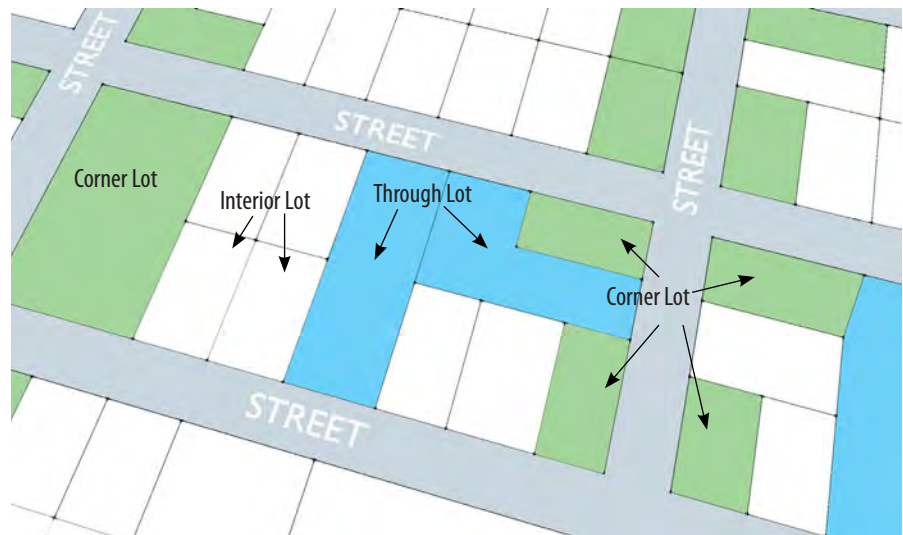
Lot Area means the total area within the lot lines of a lot, excluding any areas covered by waterbodies, wetlands, or watercourses, or slopes of 22 degrees or more from horizontal, provided that only the lot area lying within the zone in which a proposed use is permitted may be used in calculating the minimum lot area under the provisions of this by-law for such permitted use.

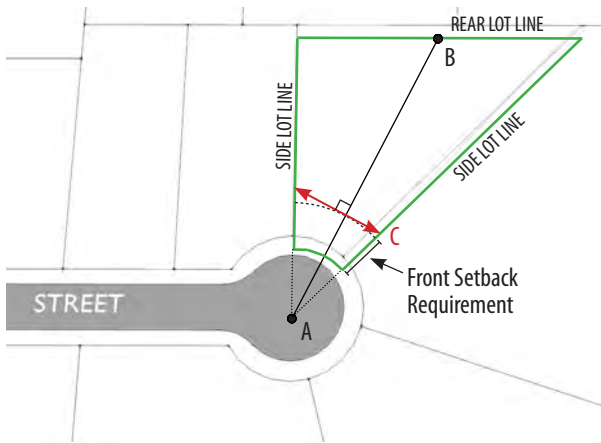
Lot Coverage means that percentage of the lot area covered by the building area but excluding that portion of any building that is constructed entirely below grade and underground.

Lot, Corner means a lot situated at the intersection of and abutting upon two or more streets (*see figure*).

Lot, Interior means a lot which has frontage on one street and is bounded on all other sides by other lots (*see figure*).

Lot, Through means a lot which has frontage on more than one street but the frontage is not contiguous (*see figure*).





Lot, Established Centreline means a line which divides a lot into two parts by either of the following methods:

- a) joining the mid points of the front lot line and rear lot line with a direct and straight line; or
- b) joining the mid point of the rear lot line (B) and the apex of a triangle formed by extending the side lot lines to their point of convergence (A), with a direct and straight line (Line AB); and may be referred to as "the established centerline" (*see figure*).

Lot Frontage means a contiguous distance between side lot lines measured along a line perpendicular to the established centerline at the required setback from the front lot line (C) (*see figure*).

Lot Line means any boundary of a lot.

Lot Line, Front means the line dividing the lot from the street; in the case of a corner lot, the shorter boundary line abutting the street shall be deemed the front lot line and the longer boundary line abutting the street shall be deemed the side lot line. In the case of a through lot, either boundary dividing the lot from a street may be the front lot line.

Lot Line, Rear means the lot line opposite the front lot line.

Lot Line, Side means a lot line other than a front or rear lot line.

Lot Line, Flanking means a side lot line which abuts the street on a corner lot.

Lounge means a commercial establishment that sells liquor by the glass and beer and wine by the open bottle, glass or other container and;

- a) has an eating establishment license;
- b) the area of the licensed premises in which liquor can be served to and consumed has an area covered by the eating establishment license must make up at least 25% of the commercial floor area.

M

Main Building means the building in which is carried on the principal purpose for which the building lot is used.

Main Wall means the exterior front, side, or rear wall of a building and all structural members essential to the support of a building or structure.

Medical Clinic means a building or structure where 7 or more members of the medical profession, dentists, chiropractors, osteopaths, and physicians or occupational therapists provide diagnosis and treatment to the general public without overnight accommodation and shall include such uses as reception areas, offices, coffee shop, consultation rooms, x-ray and minor operating rooms and a dispensary, providing that all such uses have access only from the interior of the building or structure.

Mini-Home, *see* “*Dwelling*”

Mini-Home Parks mean a site suitable for multiple mini-home units, in accordance with the R5 zone.

Minimum Opening Elevation means the minimum elevation above the 1:100 flood plain for a structural opening’s placement such as a window or door, measured from the opening’s base.

Minimum Yard, *see* “*yard*”

Mobile Car Wash means an unenclosed car wash that is operated either entirely or partially from a mobile facility.

Motor Vehicle means any motor vehicle, which is or may be registered by the Registrar of Motor Vehicles of the Province of Nova Scotia.

Multiple Unit Dwelling, *see* “*Dwelling*”

Municipal Government Act means the provincial legislation which enables municipalities to plan and run their corporate affairs.

N

Non-Conforming Use means any use of land or building or structure constructed, or being constructed, on or before the effective date of this By-law which has a prohibited use when subjected to this By-law.

O

Obnoxious Use shall mean a use which creates by its nature or operation a nuisance or is offensive by the creation of noise or vibration, or by reason of the emission of gas, fumes, dust, oil or objectionable odour, or by reason of the unsightly storage of goods, wares, merchandise, salvage, refuse matter, waste or other material.

Office means a room designed, furnished or used for the purpose of regularly transacting business, a service performed or consultation given but shall not include a manufacturing of any product or the retail selling of goods.

Office and Professional Use means a building or part thereof in which the principal or main use is the provision of professional services to the public.

Original Structure means a structure or portion of a structure that was in existence at the time it was first occupied for its intended purpose. Additions that are consistent with the original structure in terms of architectural style, materials, and construction may be considered part of the ‘original structure’ provided they are in existence on the effective date of this By-law.

Outdoor Display means the display of retail goods or materials intended for the immediate sale to the general public which are not enclosed within a structure.

Outdoor Storage means the storage of goods or materials not intended for immediate sale to the general public which are not enclosed within a structure.

Outdoor Woodburning Furnace means an accessory building or structure which operates as a heat source for associated main buildings.

P

Parking Lot means an unenclosed, off-street area used for parking of motor vehicles.

Parking Structure means an enclosed or partially enclosed, possibly multi-storey structure, or space in a structure used for the storage of automobiles and may include a parking structure operated as a commercial for-profit venture.

Personal Service Shop means a building or part of a building which persons are employed in furnishing services or otherwise administering to the individual and personal needs of persons and may include such establishments as barber shops, beauty parlors, hairdressing shops, shoe repair, and depots for collecting dry-cleaning and laundry.

Pitch means the slope of a roof.

Porch means an exterior addition to a building, which forms a covered approach or entrance to a building.

Premise means a lot of land and all of that which is upon the land including buildings and the contents thereof.

Private Entrance means an entrance to a dwelling unit that does not rely upon an enclosed or partially enclosed common corridor or foyer to provide access between the dwelling unit and the outdoors.

Rear Yard, *see "yard"*

Recreational Facilities means buildings and sites of recreational value consisting of, but not limited to: parks, playgrounds, tennis courts, lawn bowling greens, indoor and outdoor skating rinks, arenas, athletic fields, golf courses, picnic areas, swimming pools, daycamps, community centres, and commercial recreational establishments.

Registered Heritage Property means a property registered either municipally with the Heritage Advisory Committee or provincially through the Heritage Property Program created through the Heritage Property Act, R.S., c. 199, s. 1.

Repair Shop means a building or part of a building used for the mechanical repair of goods excluding automobiles.

Required Yard, *see "yard"*

Residential Care Facility means a community-based group living arrangement, in a single housekeeping unit, for eight (8) or more individuals, exclusive of staff and/or receiving family, with social, legal, emotional, mental and/or physical handicaps or problems, that is developed for the well being of its residents through self-help, professional care, guidance and supervision unavailable in the resident's own family, an institution or in an independent living situation. A Residential Care Facility is licensed, funded or approved by the Province of Nova Scotia.

Restaurant means a building or part thereof where food and drink is served to the public for consumption within the building.

Retail Space means a building or part thereof in which goods, wares, merchandise, substances, articles or things are offered or kept for sale directly to the public at a retail value and includes only that space to which the public is commonly permitted.

Retail Complex means a collection of independent retail stores, services, and offices housed in a building or buildings usually constructed and maintained by a single management unit and usually featuring common services, parking, internal vehicle circulation, and access roads.

Roof Line means the profile, form and height of a roof.

S

Setback means the distance between any lot line and the nearest wall of any building or structure and extending the full width or length of the lot (*see figure*).

Semi-Detached Dwelling, *see "Dwelling"*

Service Industries includes the processing of milk and dairy products, bakeries, public garages including engine and body repair shops, printing establishments, laundry or cleaning establishments, paint shops, plumbing shops, sheet metal shops and similar uses.

Shed Dormer, *see "dormer"*

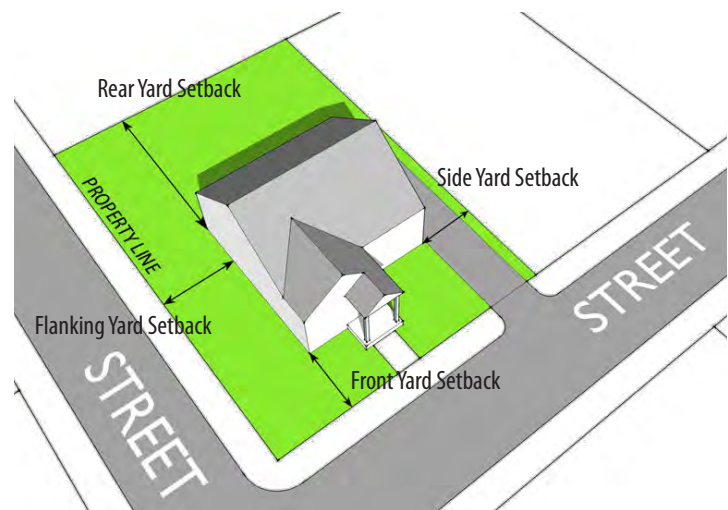
Shopping Centre means a collection of independent retail stores, services, and offices housed in a building or buildings usually constructed and maintained by a single management unit and usually featuring common services, parking, internal vehicle circulation, and access roads.

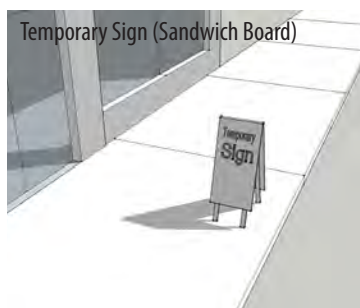
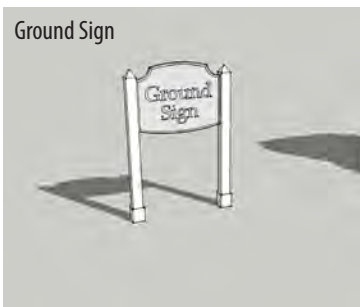
Side Yard, *see "yard"*

Sign means a structure, device, light or natural object including the ground itself, or any part thereof, or any device attached thereto, or painted or represented thereon, which shall be used to identify, advertise, or attract attention to any object, product, place, activity, person, institution, organization, industry or business, or which shall display or include any letter, word, model, number, banner, flag, pennant, insignia, device or representation used as an announcement, direction or advertisement, and which is intended to be seen from off the premises or from a parking lot. The word "sign" shall include signs which are affixed to the inside of windows and glass doors and are intended to be seen from roadways or parking lots. No other indoor sign shall be deemed a sign within this by-law.

Sign Area means the area of the display surface, but not including any portion of the support structure, or:

- a) where a sign has more than two sides, or is conical, spherical, or tubular, sign area shall mean one half of the sum area of all display surfaces;





- b) where a sign has two sides, sign area shall mean one half of the sum of the area of all display surfaces;
- c) where a sign is composed of freestanding characters or shapes, sign area shall mean the area of the smallest quadrangle which encloses the characters or shapes comprising the sign.

Sign, Awning means a sign that is incorporated into the material of an awning (*see figure*).

Sign, Banner means a sign made of fabric or other non-rigid material with no enclosing framework.

Sign, Display Surface means that portion of a sign, including any trim and molding, which forms the surface upon which elements are organized, related and composed to for a unit which conveys a message.

Sign, Facial Wall means a sign which projects from and is supported by a wall of a building (*see figure*).

Sign, Ground means a sign supported by one or more upright poles or braces placed permanently in the ground (*see figure*).

Sign, Illuminated means a sign that provides artificial light directly, or through any transparent or translucent material, from a source of light connected with such sign, or a sign illuminated by a light focused, upon or chiefly directed at the surface of the sign.

Sign, Projecting Wall means a sign which; projects from; is perpendicular to; and is supported by; a wall of a building (*see figure*).

Sign, Roof means a sign fixed, placed upon or supported by the roof of a building (*see figure*).

Sign, Sandwich Board means a type of sign which is composed of two hinged or otherwise joined boards which leans on the ground (*see figure*).

Sign, Temporary means a sign which may be erected for a specified period of time and may include portable signs, banners, constructions signs, and the like (*see figure*).

Storey means a complete horizontal building division, having a continuous or nearly continuous floor.

Street Line means the boundary of a street or road (including sidewalks).

Streets or Roads means the whole and entire right-of-way of every highway, road or road allowance, vested in the Province of Nova Scotia or the Town of Truro and includes sidewalks.

Structure means anything that is constructed or erected, the use of which requires location on the ground, or attached to something having location on the ground.

Subject Property means the lot and all structures and the contents thereof which are to be subject to review.

Surveyor, Professional means a registered member, in good standing, of the Association of Nova Scotia Land Surveyors.

Swimming Pool means any accessory building or structure above or below grade which is designed to hold water to a minimum depth of 61 cm whether swimming, bathing or reflecting pools or any other such structure used for landscaping of property, but excluding existing natural bodies of water or streams.

T

TARE Weight means the weight of an unladen vehicle.

Take-out Restaurant means a building or part thereof where food and drink is served to the public for consumption, whether or not facilities are provided for consumption within the building.

Telecommunication Towers, Antennas, Buildings and Equipment means any facility, apparatus or other thing that is used or is capable of being used for telecommunications or for any operation directly connected with telecommunications, and includes a transmission facility. Amateur radio, such as shortwave radio, as well as typical television or radio reception equipment, including satellite dishes, which are used for residential or small commercial (e.g., motel or lounge) purposes, are excluded.

Tourist Establishment means a building used to accommodate the travelling public for gain or profit by supplying sleeping accommodation.

Tower means any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guy towers, or monopole towers. The term encompasses personal wireless service facilities including radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers or personal communications services towers, alternative tower structures and the like.

Town means the Town of Truro.

Townhouse, *see* “*Dwelling*”

Traffic Authority means an official appointed by the Town to be the Traffic Authority pursuant to Section 86 of the Motor Vehicle Act. R.S., c. 293, s.1.

Unobstructed Open Space means all that land area of a lot which is not otherwise dedicated to parking lot, building, structure or use whether a main use or accessory but which may include walkways, landscaped areas and similar pedestrian or aesthetic open space, natural or man made.

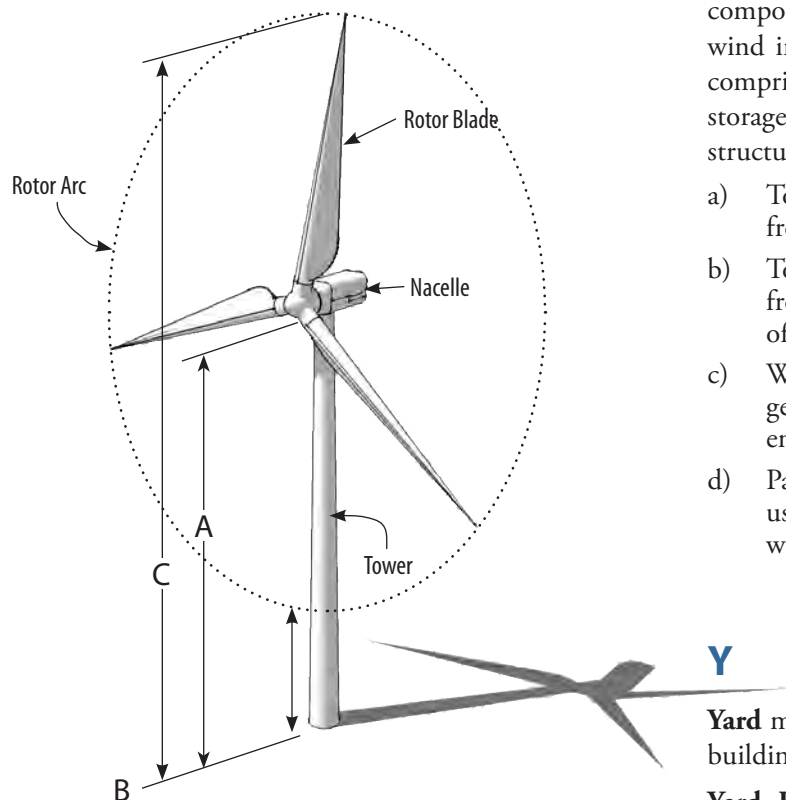
Verandah means an outdoor living area, unenclosed or semi enclosed by railing. Extending out of a structure, verandahs are normally roofed. Verandahs are generally larger than porches, some extending across multiple faces of a structure.

W

Warehouse means a building dedicated to the storage of goods.

Watercourse or Waterbody means the bed and shore of every river, stream, lake, creek, pond, spring, lagoon or other natural body of water, and the water therein, whether it contains water or not.

Wetland means land commonly referred to as a marsh, swamp, fen or bog that either periodically or permanently has a water table at, near or above the land's surface or that is saturated with water, and sustains aquatic processes as indicated by the presence of poorly drained soils, hydrophytic vegetation and biological activities adapted to wet conditions.



Wind Turbine Generator means a system of components which converts the kinetic energy of the wind into electrical or mechanical energy and which comprises all necessary components including energy storage, control systems, transmission systems, and structural support systems (*see figure*).

- Tower Height (A) means the distance measured from finished grade (B) to the nacelle.
- Total Height (C) means the distance measured from finished grade (B) to uppermost extension of the rotor blade.
- Wind Farm means two or more wind turbine generators producing mechanical or electric energy in a specific area.
- Participant Dwelling/Use means a dwelling or use that is located on the same property as a wind turbine and is under common ownership.

Y

Yard means the part of a lot unoccupied by the main building.

Yard, Front means a yard that extends across the full width of a lot between the front lot line and the nearest main wall of any building on such lot (*see figure*).

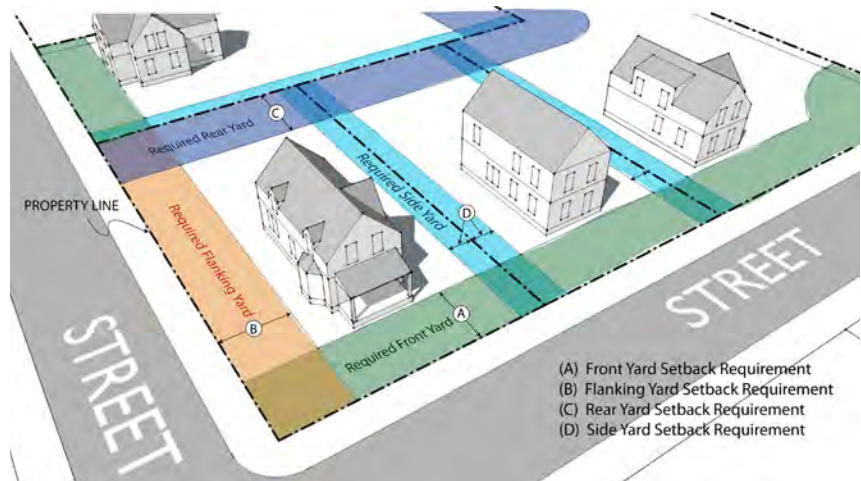
Yard, Flanking means a side yard which abuts a street on a corner lot (*see figure*).

Yard, Minimum means the smallest yard permitted by this by-law (*see figure*).

Yard, Rear means a yard that extends across the full width of a lot between the rear lot line and the nearest main wall of the main building on such lot (*see figure*).

Yard, Required means the area between a front, side, rear, or flanking lot line and a line parallel to the respective lot line set back a distance equal to the applicable yard setback (*see figure*).

Yard, Side means a yard that extends from front yard to a rear yard between the side line of a lot and the nearest main wall of the main building thereon. Where more than one building is erected or altered on one lot the side line of the lot shall be interpreted as the centre line between two buildings (*see figure*).



Z

Zone means a delineated area of land shown on the schedules of this by-law.

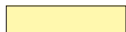























2 • Zones

2.1 General

The Town of Truro shall be divided into zones, the extent and boundaries of which are shown on the Zoning Map which is attached to this By-law as Schedule “A”. The provisions of this By-law shall apply to all such zones.

2.2 Zone Symbols

The following zones appear of the Zoning Map and are represented by the following symbols and colours or patterns.

Zones	Symbol	Colour
Residential Zones		
Single Unit Residential	R1	
Two Unit Residential	R2	
General Residential	R3	
Multiple Unit Residential	R4	
Mini Home Residential	R5	
Mixed Use Residential	R6	
Heritage Residential	R7	
Rural Residential	R8	
Watershed Residential	R9	
Commercial Zones		
Downtown Commercial	C1	
Limited Commercial	C2	
Local Commercial	C3	
General Commercial	C4	
Adult Entertainment	C5	
Industrial Zones		
Industrial	M1	
Commercial Industrial	M2	
Public Use Zones		
Parks and Open Space	P1	
Commercial Recreation	P2	
Institutional	P3	
Environmental Management Zones		
Environmental Reserve	E1	
Flood Plain	E2	
Floodway Overlay	E3	
Floodway Fringe Overlay	E4	
Watershed	E5	

2.3 Zoning Boundaries

Zoning boundaries shall be determined as follows:

- a) where a zone boundary is indicated as following a street or highway the boundary shall be the centre line of such street or highway;
- b) where a zone boundary is indicated as approximately following the lot lines, such lot lines shall be the boundary;
- c) where a railroad or railway right-of-way, an electrical transmission right-of-way, or a watercourse serves as a boundary between two or more different zones, the centre line of such right-of-way or of such watercourse shall be the boundary;
- d) where there is no landmark that indicates the precise location of a boundary the boundary shall be scaled from the Zoning Map;
- e) where a zone boundary is indicated as following the town boundary, the town limit shall be the boundary; and
- f) where a zoning boundary is indicated as following the 1:20 flood frequency of the Truro and Area Flood Risk Map series then the boundary shall be delineated using the 1:1200 scale mapping or as otherwise determined by an approved study.

3 • Administration

3.1 Planning Advisory Committee (PAC)

- a) Town Planning Advisory Committee is appointed by Town Council in conformity with Section 200 of the Municipal Government Act and shall be herein referred to as the Committee.
- b) Duties of the Committee include:
 - i) at the direction of Council, hold public hearings, advise Council regarding planning and zoning matters;
 - ii) advise the Council as to the intent of the Municipal Planning Strategy; and
 - iii) assist Council in the periodic review of the official plans and Land Use By-law in conformity with the Municipal Government Act.

3.2 Development Officer

- a) Council shall appoint a Development Officer pursuant to the provisions of the Municipal Government Act who shall issue development permits and carry out such duties as are prescribed by the Municipal Government Act or by this by-law and shall perform such other duties as Council may direct.
- b) Council may appoint a Deputy Development Officer who, when the Development Officer is unable to do so by reason of absence or other cause, shall carry out the duties of the Development Officer and may make any decision he/she could have made.

3.3 Development Permit

- a) No development shall be undertaken unless a development permit has been granted by the Development Officer.
- b) No development permit shall be issued unless the provisions of this by-law have been complied with.
- c) Every development permit is valid for 12 months from the date of being issued.
- d) A development permit may be renewed for an additional 12 month period provided:
 - i) the development permit has not been renewed previously; and
 - ii) the Development Officer is satisfied that the development permit is consistent with the existing Land Use By-law and any proposed amendments.

3.4 Application for Development Permits

- a) Every application for a development permit shall be in duplicate and shall be accompanied by such plans and copies drawn to an appropriate scale and showing the following such as the Development Officer may require:
 - i) the true shape and dimensions of the lot to be used, and upon which it is proposed to erect any building or structure;
 - ii) the proposed location, height, and dimensions of the building, structure, or work in respect of which the permit is applied for;
 - iii) the proposed location and dimensions of parking spaces, loading spaces, driveways;

- iv) natural land features such as wetlands, watercourses, slope by topography; and
 - v) such other information as may be necessary to determine whether or not such development, reconstruction or redevelopment conforms with the requirements of this by-law.
- b) The application shall be signed by the owner of the lot or by the owner's duly authorized agent and shall set forth in detail the present and proposed use of the lot and each building or structure, or part of each building or structure, together with all information necessary to determine whether or not every such proposed use of land, building or structure conforms with the requirements of this by-law.
- c) Where the Development Officer is unable to determine whether the proposed development conforms to this by-law and other by-laws and regulations in force which affect the proposed development, he/she may require that the plans submitted under clause 3.4(a) be based upon an actual survey by a Nova Scotia Land Surveyor.

4 • General Provisions

4.1 General Provisions for All Zones

4.1.1 Development Permit Required

No development shall hereafter be permitted or the use of any building changed unless a development permit has been issued and no development permit shall be issued except in compliance with this by-law. Any person who violates a provision of this by-law shall be subject to prosecution as provided for under the Municipal Government Act of Nova Scotia.

4.1.2 Accessory Buildings

The following requirements apply to accessory buildings in all Commercial, Industrial, Public Use, and Environmental Zones:

- a) An accessory building shall not:
 - i) be situated within a front or flanking yard;
 - ii) be situated within 2 m (6.6 ft) of the main building;
 - iii) be situated within 2 m (6.6 ft) of any side or rear lot line; and
 - iv) exceed a height of 4.5 m (15 ft), or
 - v) exceed the height limit of the applicable zone where the accessory building conforms to all setback requirements that would apply to a main building.
- b) No automobile, trailer, shipping container, mobile office, mobile classroom, or similar type of vehicle or structure or portion thereof shall be used as an accessory building in any Residential Zone whether or not same is mounted on wheels or on a foundation.

4.1.3 Accessory Buildings in Residential Zones

Accessory buildings in Residential Zones are regulated in accordance with Section 5.1, General Provisions for Residential Zones.

4.1.4 Accessory Structures

Where this by-law provides that land may be used for a purpose, then such use may include accessory structures.

4.1.5 Accessory Use

The total floor area of all accessory uses shall not exceed the lesser of:

- a) 15 percent of the lot area; or
- b) 50 percent of the total floor area of all buildings on the lot.

4.1.6 Accessory Uses Permitted

Where this by-law provides that land may be used for a purpose or a building or structure may be erected or used for a purpose, such purpose may include any accessory uses thereof, unless otherwise prohibited by this by-law.

4.1.7 Building to be Moved

No building shall be moved within or into the Town of Truro until a development permit has been issued.

4.1.8 Building to be Erected on a Lot

No person shall erect or use any building unless such building is erected upon a lot.

4.1.9 Compliance with Other By-laws

Nothing in this By-law shall exempt any person from complying with the requirements of the Building By-law or any other by-law in force within the Town of Truro, or from obtaining any license, permission, permit, authority or approval required by any other by-law of the Town of Truro.

4.1.10 Conformity with Existing Setbacks

Where existing buildings do not comply with the minimum front yard or flankng yard setback requirement, a building may be erected within 61.0 m (200 ft) of any such building and within the same block, with a setback equal to the established building line, but such setback shall not be less than 3.0 m (10 ft) from the street line and need not be greater than the setback prescribed for the zone in which it is situated.

4.1.11 Day Lighting Triangle

On a corner lot where yards are required, no fence, sign, hedge, shrub, bush or tree or any other structure, vehicle or vegetation shall be erected, placed or permitted to grow to a height greater than 0.6m (2 feet) above grade within a daylighting triangle.

4.1.12 Existing Buildings

Where a building has been erected on or before the effective date of this by-law on a lot having less than the minimum frontage or area, or having less than the minimum front yard or side yard or rear yard required by this by-law the building may be enlarged, reconstructed, repaired or renovated provided that:

- a) the enlargement, reconstruction, repair or renovation does not further reduce the front yard or side or rear yard that does not conform to this by-law; and
- b) all other applicable provisions of this by-law are complied with.

4.1.13 Existing Lots

Notwithstanding anything else in this by-law, the use of a building, existing on a lot, on the effective date of this by-law, may be changed, to a use permitted on the lot where the lot frontage or area required is less than the requirements of this by-law, provided that all other requirements of this by-law are satisfied.

4.1.14 Existing Lots without Frontage

Notwithstanding subsection 4.11 and subsection 4.12 of this by-law, an existing habitable single dwelling unit on a lot which does not have frontage, but which has legal access to a public street otherwise, may be added to provided that:

- a) all other requirements of the Land Use By-law are met;
- b) any addition in volume be limited to the height of the tallest portion of the existing structure;
- c) the structure being added to is an established existing non-conforming structure on an existing nonconforming lot which has legal access but no frontage;

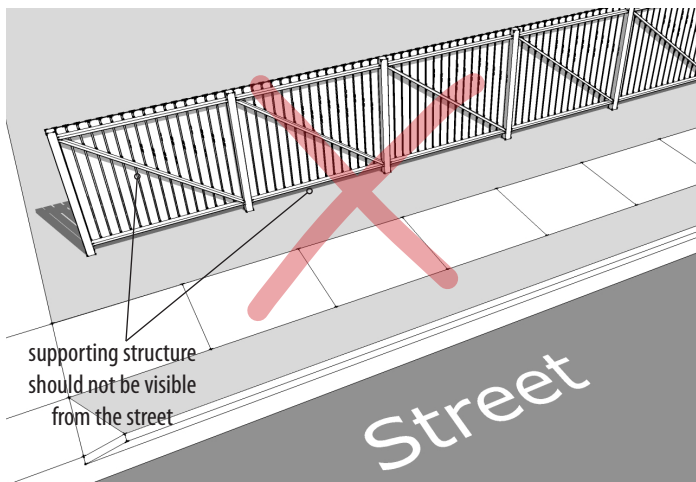
- d) the building footprint is not increased by more than 30 percent;
- e) the floor area of the existing dwelling is not increased by more than 30 percent; and
- f) no additional dwelling units are created.

4.1.15 Existing Undersized Lots

Notwithstanding anything in this by-law, a vacant lot having less than the minimum frontage or area required by this By-law that was in existence prior to the adoption of this By-law, may be used for a purpose permitted in the zone in which the lot is located and a building may be erected on the lot provided that the other applicable provisions of this by-law are complied with.

4.1.16 Fences

- a) A building permit is required for all fences exceeding 2.0 m (6.6 ft) in height.
- b) Fences shall be limited to a maximum height of 3.6 m (12 ft) except in a Residential Zone where the maximum height shall be 2.4 m (8 ft).
- c) All fences, regardless of whether or not a permit is required, shall conform to the following general requirements:



- i) fences within 2.0 m (6.6 ft) of a lot line abutting a street shall not be more than 1.0 m (3.3 ft) in height;
- ii) on corner lots, daylighting triangle height restrictions shall apply;
- iii) fences cannot be electrified unless erected in conjunction with an agricultural use;
- iv) where a fence features a supporting structure, the fence shall be constructed with the structural members facing away from any abutting public right-of-way; and
- v) fences cannot contain barbed wire unless erected in conjunction with a permitted industrial or agricultural use.

- d) Fencing in a Downtown Residential Zone is further regulated under the applicable design guidelines in Sections 5.7 and 5.8.

4.1.17 Fronting on Streets

Except where otherwise permitted in the General Commercial (C4) Zone, no development permit shall be issued unless the lot or parcel of land upon which the development is proposed abuts and fronts upon a street.

4.1.18 Height Regulations

The height regulations of this by-law shall not apply to church spires, water tanks, elevator enclosures, silos, flagpoles, ventilators, skylights, barns, chimneys, clock towers, communication towers or statues/works of art.

4.1.19 Illumination

- a) No exterior lighting or illuminated sign shall be erected or installed unless all lights are directed away from adjoining properties and any adjacent streets.
- b) All outdoor lighting fixtures in or abutting a Residential Zone or Designation shall be full cut-off fixtures that do not permit light to shine above the horizontal.
- c) Commercial signage within or abutting a Residential Zone or Designation shall:
 - i) only be illuminated during regular business hours; and
 - ii) not be indirectly illuminated by spot lights that are directed towards a property within the Residential Zone or Designation.



Exterior Lighting in or abutting a residential zone shall only include full cut-off fixtures that do not permit light to shine above the horizontal and that do not directly illuminate any abutting property.

4.1.20 Multiple Uses

Where any land or building is used for more than one purpose, each individual use will be required to comply with the requirements of this By-law that are applicable to each use.

4.1.21 Natural Hazards and Yard Requirements

Required yards shall be measured from the nearest main wall from the main building or structure on the lot to the edge of any of the following natural features:

- a) waterbody;
- b) watercourse; or
- c) slope in excess of 16.5 percent or 30 degrees or more from the horizontal

4.1.22 Non-Conforming Uses and Structures

Any use of land or building or structure constructed, or being constructed, on or before the effective date of this By-law shall be subject to the provisions of the Municipal Government Act respecting nonconforming uses and structures.

4.1.23 One Main Building on a Lot

No person shall erect more than one main building on a lot except in:

- a) the Industrial (M1) Zone;
- b) the Commercial Industrial (M2) Zone;
- c) the General Commercial (C4) Zone;
- d) the Parks and Open Space (P1) Zone;
- e) the Recreation (P2) Zone;
- f) the Institutional (P3) Zone; or
- g) the Multiple Unit Residential (R4) Zone.

4.1.24 Outdoor Woodburning Furnaces

An outdoor woodburning furnace or structure containing an outdoor woodburning furnace shall:

- a) only be permitted to be located within the Rural Residential (R8) Zone
- b) be setback a minimum of 30 m (98 ft) from an abutting lot line except where the abutting lot is a commercial, community use, environmental or other residential zone in which case the minimum setback shall be 60 m (197 ft).

4.1.25 Permitted Encroachments into Yards

Except for accessory buildings, every yard required by this by-law shall be open and unobstructed by any structure excluding fences and the structures listed in the following table which shall be permitted to project into or over the specified yards for the distances that are specified in Table 4.1:

Table 4.1: Permitted Encroachments

<i>Structure</i>	<i>Affected Yard</i>	<i>Maximum Encroachment</i>
Balcony/Deck	Any Yard	2.0 m (6.6 ft)
Carport	Rear and Side Yards Only	within 1.0 m (3.3 ft) of a property line
Fire Escape/Exterior Staircase	Rear and Side Yards Only	1.5 m (4.9 ft) over a maximum width of 3.0 m (9.8 ft)
Porch/Verandahs less than 1 storey in height	Rear and Front Yards Only	2.5 m (8.2 ft) including the eaves and cornice
Sills, belt courses, cornices, eaves, gutters, chimneys, pilasters, or canopies	Any Yard	0.6 m (2.0 ft)
Swimming Pool	Rear and Side Yards Only	within 1.0 m (3.3 ft) of a property line
Bay Window	Any Yard	1.0 m (3.3 ft) over a maximum width of 3.0 m (9.8 ft)

4.1.26 Public Uses

This By-law does not apply to the use of land or the use, construction, or reconstruction of any building or structure by the Town of Truro or by the Town of Truro in cooperation with another municipality for the purpose of providing public services or facilities.

4.1.27 Public Utilities

Public and private utilities shall be permitted in any zone provided that such use conforms with the applicable lot standards of that particular zone.

4.1.28 Refuse Storage

All development must provide space for the storage of recycling, compost, and garbage receptacles that shall:

- a) not be situated within a required yard unless it is situated within a wholly enclosed structure; and
- b) not occupy any space that is required for parking or amenity space in relation to a development.

4.1.29 Restoration to a Safe Condition

Nothing in this by-law shall prevent the strengthening or restoring to a safe condition, any building or structure.

4.1.30 Special Occasion Uses

- a) Nothing in the by-law shall prevent structures erected for special occasions or holidays provided that no such use remains in place more than 14 consecutive days and provided a development permit for the temporary use is acquired. Such structures include but are not limited to the following:
 - i) search lights
 - ii) pennants
 - iii) spinners
 - iv) banners
 - v) inflated balloons
 - vi) inflated characters
 - vii) streamers
 - viii) tents
- b) Temporary development permits for special occasion uses shall not be required for events less than 48 hours in duration.

4.1.31 Subdivision of Lots for Monuments and other Similar Uses

- a) Notwithstanding anything else in this by-law, a lot may be created for the purpose of erecting a monument or other similar use shall be exempt from minimum lot requirements within each zone.
- b) A dwelling will not be permitted on a lot created pursuant to this subsection and any such lot will not be eligible for an on-site sewage disposal system.
- c) The maximum lot area for a lot created pursuant to this subsections shall be 140 m² (1507 ft²).

4.1.32 Swimming Pools

No development permit shall be issued for an outdoor swimming pool unless the pool conforms to the following requirements:

- a) The pool must not be situated within a front or flanking yard in a Residential Zone or within a required front or flanking yard in all other zones.
- b) The pool is situated no less than 1.0 m (3.3 ft) from any property line.
- c) The pool must be enclosed by a fence or a combination of a fence and another permanent structure that prevents access to the pool from an abutting property or public right-of-way.
- d) The pool enclosure required in accordance with clause (a) shall:
 - i) completely enclose the entire swimming pool;
 - ii) create a barrier that is 1.5 m (5 ft) high when measured from the ground to the top of the fence, gate or structure; and
 - iii) have no opening greater than 10 cm (4 inches) in any part of the fencing, gates or structures that enclose the swimming pool.

- e) Unobstructed public access to a swimming pool is not permitted and all swimming pools shall only be accessible via:
 - i) a self-closing and self-latching gate that is a minimum of 1.5 m (5 ft) high;
 - ii) a main building enclosing the swimming pool; or
 - iii) an accessory building enclosing the pool provided the building does not permit unobstructed access through the structure.

4.1.33 Telecommunication Facilities

The Town of Truro recognizes that Industry Canada has the ultimate authority over the placement of radio communication facilities but that it has been Industry Canada's practice to work with municipal governments to ensure that local concerns are addressed in the approval process. To this end, the Town will use its established development permitting system as set out in this Land Use Bylaw to determine a municipal position given an application for a telecommunication tower, antenna, building or equipment.

Telecommunication Facilities are permitted uses in all zones with a requirement for a public consultation process following a proposal for the siting of such a facility by a tower operator.

4.1.34 Temporary Construction Uses

In a development for which a development permit is in force and while such development is under construction, nothing in this by-law shall prevent the erection of temporary buildings or scaffolds or other structures incidental to the construction in progress until such construction has been finished or has been discontinued for a period of 60 days.

4.1.35 Utilities

Notwithstanding anything else in this by-law, a lot being subdivided for the purpose of housing a utility such as a natural gas system substation or electrical substation shall have a minimum lot size of 225 m² (2422 ft²) and minimum frontage of 15 m (49 ft) .

4.1.36 Variances

- a) Notwithstanding anything in this by- law, a Development Officer may grant a variance subject to Section 235 of the Municipal Government Act. Specifically, the Development Officer may vary:
 - i) the percentage of land that may be built upon;
 - ii) the size or other requirements relating to yards;
 - iii) lot frontage; and/or
 - iv) lot area.
- b) A Development Officer may grant a variance in one or more of the following Land Use By-law requirements:
 - i) number of parking spaces and loading spaces required;
 - ii) ground area and height of a structure;
 - iii) floor area occupied by a home-based business; and/or
 - iv) height and area of a sign.

4.1.37 Yard and Garage Sales

Yard sales and garage sales are permitted in any zone subject to the following requirements:

- a) The yard sale or garage sale is conducted by:
 - i) an owner/resident of the subject property; or
 - ii) a non-profit group, community association, or other similar group or organization with the permission of the owner/resident of the subject property.
- b) A yard sale or garage sale may not be conducted on the same property more than 6 days in any one calendar year.
- c) A yard sale or garage sale may not last more than 3 consecutive days.
- d) No signage advertising a yard sale or garage sale shall be posted more than 48 hours prior to the day of sale.
- e) All signage advertising a yard sale or garage sale must be removed within 48 hours after the sale.

4.1.38 Uses Permitted by Development Agreement

The following developments may be considered only by development agreement in accordance with the Municipal Government Act and the Town of Truro's Municipal Planning Strategy:

- a) Reconstruction of non-conforming structures and re-commencement of non-conforming uses where the such a proposal would not otherwise be permitted by this Municipal Planning Strategy or the Municipal Government Act in accordance with Policy G-3 of the Municipal Planning Strategy.
- b) Wind turbine generators located in specified zones in accordance with Policy G-40 of the Municipal Planning Strategy.
- c) Rezoning from the Single Unit Residential (R1) Zone to the Two Unit Residential (R2) Zone where the proposed development includes less than 30 percent single unit dwellings; or the proposed development includes two unit dwellings within 30 metres (100 feet) of a Single Unit Residential (R1) Zone in accordance with Policy R-28 of the Municipal Planning Strategy.
- d) Expansions to existing multiple unit residential uses in the Multiple Unit Residential (R4) Zone in accordance with Policy R-36 of the Municipal Planning Strategy.
- e) Multiple unit residential developments in the General Residential Designation in accordance with Policy R-37 of the Municipal Planning Strategy
- f) Mini-home parks in the General Residential Designation in accordance with Policy R-43 of the Municipal Planning Strategy.
- g) Multiple unit residential proposals in the with three or more units Mixed Use Residential (R6) Zone in accordance with Policy R-57 of the Municipal Planning Strategy.
- h) Institutional (P3) Zone uses in the Limited Residential, General Residential, and Downtown Residential Designations in accordance with Policy R-81 of the Municipal Planning Strategy

- i) Multiple unit residential developments having more than four units in the Downtown Commercial Designation in accordance with Policy C-19 of the Municipal Planning Strategy.
- j) Proposals in the Downtown Commercial (C1) Zone which exceed 3251 m² (35,000 ft²) commercial floor area in accordance with Policy C-27 of the Municipal Planning Strategy.
- k) Expansion of existing automobile dealerships in the Downtown Commercial (C1) Zone in accordance with Policy C-32 of the Municipal Planning Strategy
- l) Proposals in the Limited Commercial (C2) Zone which exceed 3251 m² (35,000 ft²) commercial floor area in accordance with Policy C-36 of the Municipal Planning Strategy.
- m) Multiple unit development proposals having three or more units in the General Commercial Designation in accordance with Policy C-40 of the Municipal Planning Strategy
- n) New convenience stores and specified commercial uses in the Local Commercial (C3) Zone in accordance with Policy C-45 of the Municipal Planning Strategy.
- o) Proposals in the General Commercial (C4) Zone which exceed 3251 m² (35,000 ft²) commercial floor area in accordance with Policy C-50 of the Municipal Planning Strategy.
- p) Uses that are considered obnoxious by reason of noise, dust, odour, vibration, smoke or other emission in accordance with Policy M-11 of the Municipal Planning Strategy.
- q) Recreation (P2) Zone uses in the Industrial (M1) Zone in accordance with Policy M-16 of the Municipal Planning Strategy.
- r) General Commercial (C4) Zone uses that have a commercial floor area in excess of 3251 m² (34, 993 ft²) in the Commercial Industrial (M2) Zone in accordance with Policy M-21 of the Municipal Planning Strategy.
- s) Recreation (P2) Zone uses in the Commercial Industrial (M2) Zone in accordance with Policy M-22 of the Municipal Planning Strategy.
- t) Institutional uses in the Single Unit Residential (R1), Two Unit Residential (R2), Mixed Use Residential (R6), and Heritage Residential (R7) Zones in accordance with Policy I-12 of the Municipal Planning Strategy.
- u) Rezoning application pursuant to Policy IM-11 where the proposed development is for a Downtown Commercial (C1), Limited Commercial (C2), General Commercial (C4) Zone use in a Low Density Residential Future Land Use Designation in accordance with Policy I-12 and subject to the limitations of Policy I-13 of the Municipal Planning Strategy

4.2 Parking and Loading

4.2.1 Parking Required

Every building or structure to be erected or enlarged, or for which application for a development permit involving a change of use is made, off-street parking located within the same zone as the use and having unobstructed access to a public street shall be provided and maintained in accordance with the parking requirements set out in this Section.

4.2.2 Calculating Parking Requirements

- a) Parking requirements shall be calculated by finding the proposed use in Tables 4.1 to 4.5 and applying the corresponding parking ratio.
- b) When calculating parking requirements:
 - i) the parking requirement for development consisting of multiple uses shall be calculated by totalling the calculated parking requirement for each individual land use;
 - ii) only the new usable floor area or new seating capacity shall be included in the parking calculations for a development proposal that includes the expansion of an existing use;
 - iii) for the purposes of this section, floor area shall not include washrooms, stairs, utility rooms, or elevators; and
 - iv) where a parking calculation results in a fraction of a space, the final number of required parking spaces shall be rounded up to the next whole number.

4.2.3 General Parking Requirements

The number of parking spaces required for all uses in all zones except for the Mixed Use Residential (R6), Heritage Residential (R7), Downtown Commercial (C1) and Limited Commercial (C2) Zones shall be calculated based on the applicable parking ratios found in Tables 4.2, 4.3, 4.4, or 4.5.

Table 4.2: Residential Parking Requirements

<i>Residential Land Use</i>	<i>Parking Requirement</i>	
Single Detached, Semi Detached, Two Unit Dwelling, Converted Dwelling (two units)	0.5 spaces/bedroom	
Multiple Unit Dwelling (three units or more) Converted Dwelling (three units or more)	<i>bachelor</i>	1.0 spaces/unit
	<i>one or more bedrooms</i>	0.5 spaces/unit + 0.5 spaces/bedroom
Home Based Business	<i>no retail component</i>	1.0 spaces
	<i>with retail component</i>	2.0 spaces
Community Home/Residential Care Facility	2 spaces + 0.5 spaces per resident	
Bed & Breakfast	1.0 spaces/2 guest bedrooms	

Table 4.3: Commercial Parking Requirements

<i>Commercial Land Use</i>	<i>Parking Requirement</i>	
Accommodations	1.0 spaces/suite or rental unit	
Animal Hospital	1.0 spaces/ 18.0 m ² (194 ft ²)	
Animal Shelter/Kennel	1.0 spaces/2 employees on largest shift	
Art Gallery/Museum/Library	1.0 spaces/28.0 m ² (301 ft ²)	
Auditoria/Halls/Stadiums/Other Places of Assembly	<i>Fixed Seating</i>	1.0 spaces/five seats
	<i>Bench Seating</i>	1.0 spaces/3.0 m (10 ft) of bench space
	<i>No fixed Seating</i>	1.0 spaces/9.0 m ² (97 ft ²) of assembly area
Automotive Service/Repair	1.0 spaces/45.0 m ² (484 ft ²)	
Banking/Finance/Insurance	1.0 spaces/18.0 m ² (194 ft ²)	
Beverage Room/Lounge/Cabaret	1.0 spaces/9.0 m ² (97 ft ²)	
Commercial Schools	1.0 spaces/2 teaching staff + 1.0 spaces/5 students	
Day Care Centre	1.0 spaces/45.0 m ² (484 ft ²)	
Fitness Centre	1.0 spaces/18.0 m ² (194 ft ²)	
Funeral Homes	1.0 spaces/18.0 m ² (194 ft ²) of assembly area	
Medical/Dental Clinic	1.0 spaces/18 m ² (194 ft ²)	
Indoor Sports & Recreation	1.0 spaces/30 m ² (323 ft ²)	
Laundromat	1.0 spaces/18.0 m ² (194 ft ²)	
Lodging House	1.0 spaces/lodging unit	
Office	1.0 spaces/28.0 m ² (301 ft ²)	
Outdoor Sales	1.0 spaces/90.0 m ² (969 ft ²)	
Personal Services	1.0 spaces/30.0 m ² (323 ft ²)	
Restaurant	1.0 spaces/9.0 m ² (97 ft ²) of seating area	
Retail	1.0 spaces/18 m ² (194 ft ²)	
Train/Bus Station	1.0 spaces/15 m ² (161 ft ²) of waiting area	
Wholesale	1.0 spaces/45.0 m ² (484 ft ²)	
All Other Commercial Uses	1.0 spaces/18.0 m ² (194 ft ²)	

Table 4.4: Industrial Parking Requirements

<i>Industrial Land Use</i>	<i>Parking Requirement</i>
Manufacturing/Processing	1.0 parking spaces/2 employees on largest shift
Outdoor Storage	1.0 spaces/180 m ² (1937 ft ²) of outdoor storage
Warehousing/Transportation Depot/Indoor Storage	1.0 spaces/90 m ² (969 ft ²) of indoor storage

Table 4.5: Public Use Parking Requirements

<i>Public Use</i>		<i>Parking Requirement</i>
Auditoria/Halls/Stadiums/Places of Worship/ Other Places of Assembly	<i>Fixed Seating</i>	1.0 spaces/five seats
	<i>Bench Seating</i>	1.0 spaces/3.0 m (10 ft) of bench space
	<i>No fixed Seating</i>	1.0 spaces/9.0 m ² (97 ft ²) of assembly area
Dormitories		1.0 spaces/2 sleeping rooms
Elementary School/Junior High/Middle School		1.0 spaces/2 teaching staff
Homes for Special Care		1.0 spaces/2 beds plus 1.0 space/staff or 1.0 spaces/65.0 m ² (700 ft ²), whichever is greater
Hospitals		1.0 spaces/2 beds plus 1.0 space/staff or 1.0 spaces/90.0 m ² (969 ft ²), whichever is greater
Secondary Schools/Post Secondary Schools		1.0 spaces/2 teaching & administrative staff members plus 1.0 spaces/10 students

4.2.4 Downtown Parking Requirements

- a) Parking requirements in the Mixed Use Residential (R6), Heritage Residential (R7), and Limited Commercial (C2) Zones shall be calculated based on the applicable parking ratios found in Table 4.6.
- b) There is no parking requirement for development within the Downtown Commercial (C1) Zone except for the following uses, to which the parking requirements in Table 4.6 shall apply:
 - i) new residential construction; and
 - ii) an addition to an existing structure that creates new residential dwelling units.
- c) An expansion or new construction that occupies an existing parking or loading area will only be permitted where:
 - i) the parking or loading area is not required by an existing use on the subject property; or
 - ii) any parking spaces required by an existing use on the subject property are replaced by an equal number of parking spaces that have been created elsewhere on-site or on another site in the C1 Zone within 60 m (197 ft); and
 - iii) any lost loading spaces required by an existing use on the subject property are replaced by an equal number of loading spaces that have been created elsewhere on-site.

Table 4.6: Downtown Parking Requirements

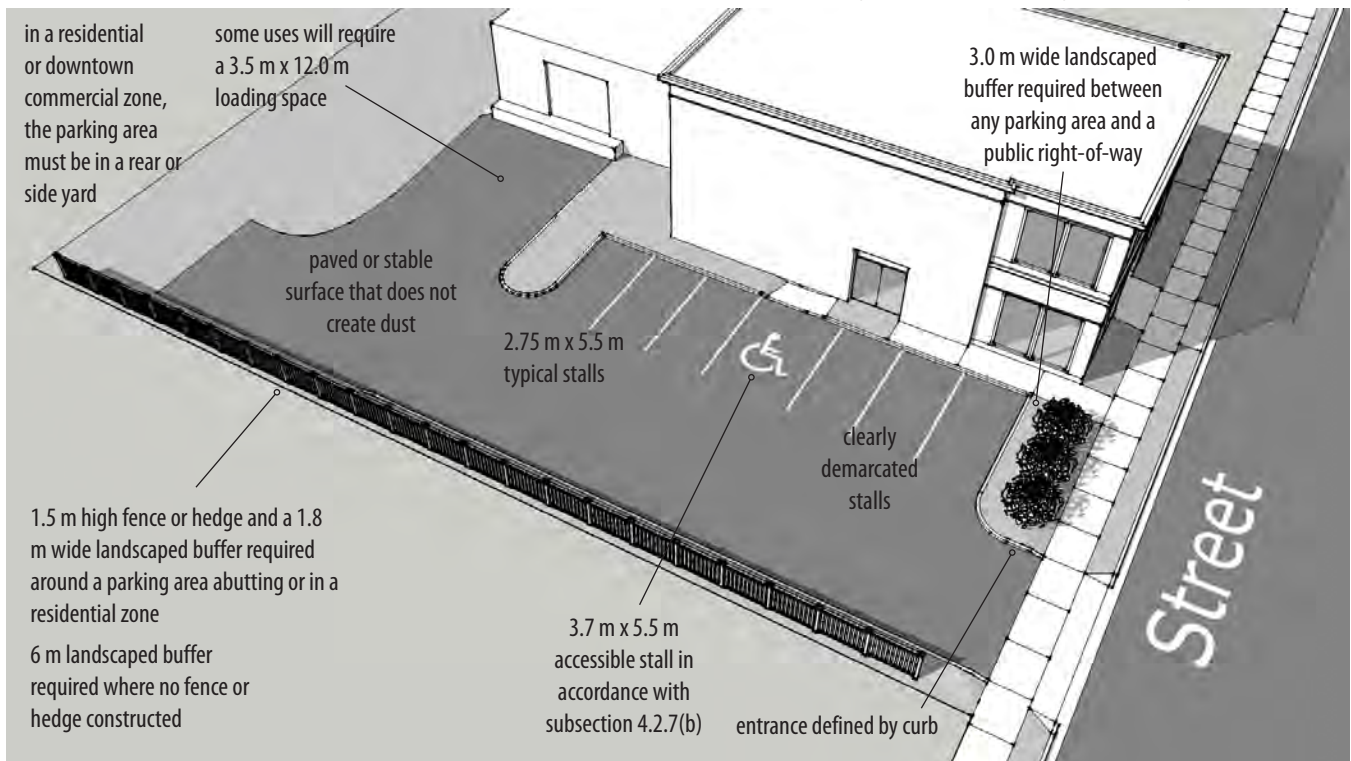
<i>Land Use</i>		<i>Parking Requirement</i>
Single Detached, Semi Detached, Two Unit Dwelling, Converted Dwelling (two units)		0.5 spaces/bedroom
Multiple Unit Dwelling (three units or more) Converted Dwelling (three units or more)	<i>up to 2 bedrooms</i>	1.0 spaces/unit
	<i>three or more bedrooms</i>	0.5 spaces/unit + 0.5 spaces/bedroom
All other uses (excluding uses exempt in accordance with 4.2.4 (b))		75 percent of parking requirements as set out in Tables 4.2, 4.3, 4.4, or 4.5

4.2.5 Design Standards for Parking Areas or Lots

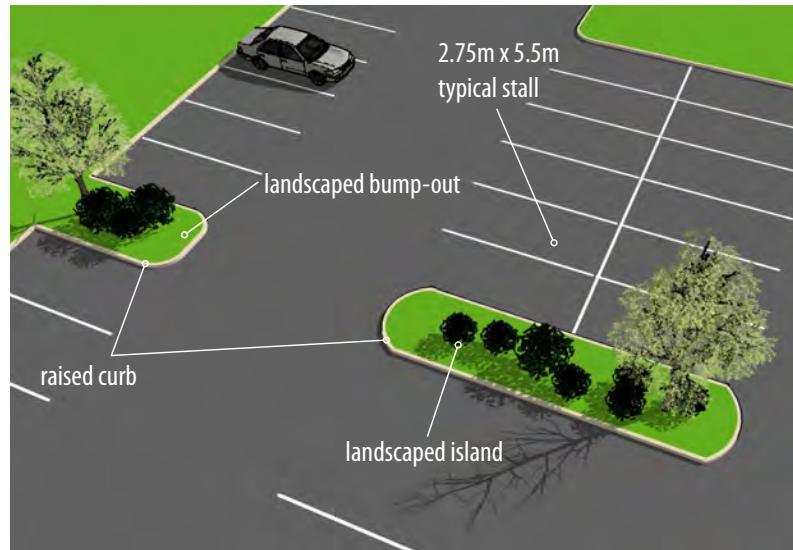
Off-street parking facilities for more than four vehicles are required to conform to the following design standards:

- a) the parking area shall be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;
- b) a structure, not more than 4.5 m (15 ft) in height and not more than 4.5 m² (48 ft²) in area may be erected in the parking area for the use of attendants;
- c) the parking area shall be within the same zone and within 60.0 m (197 ft) of the associated use;
- d) each parking space shall be clearly marked where the parking area has a permanent hard surface;
- e) the parking area shall be graded to prevent surface water from ponding or draining onto an adjacent property or public right-of-way;
- f) the Traffic Authority may require a traffic impact study for large developments to determine location and design elements of parking areas;
- g) a landscaped strip at least 3.0 m (10 ft) wide shall be provided and maintained between the parking area and any abutting public right-of-way excepting any driveways or pedestrian walkways;
- h) all lighting shall comply with the illumination requirements set out in Subsection 4.1.19;
- i) a parking area in a Residential Zone shall be situated in a side or rear yard;

Figure 4.1: Parking Lot Design Standards



- j) a parking area in the Downtown Commercial (C1) or Limited Commercial (C2) Zone shall be situated in a rear or side yard;
- k) a parking area on a property within or abutting a Residential or Public Use Zone shall be:
 - i) separated from an abutting property in a Residential Zone by a landscaped buffer that is at least 6 m (20 ft) wide; or
 - ii) separated from an abutting property in a Residential Zone by a landscaped buffer that is at least 1.8 m (6 ft) wide provided the parking area is also screened by an opaque fence that is at least 1.5 m (5 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (5 ft) high following one growing season.
- l) parking lots with 40 or more spaces shall include 30 m² (323 ft²) of landscaped area for every 40 spaces or part thereof;
- m) no bay of parking spaces may extend for more than 55 m (180 ft) feet without a landscaped area;
- n) snow storage is not permitted to occupy any area required for parking or loading;
- o) curb cuts shall be provided near accessible stalls and barrier free entrances to accommodate wheelchair access;
- p) landscaped areas shall feature at least one deciduous shade tree along with at least four durable shrubs; and
- q) a landscape area shall consist of:
 - i) an island or bump-out protected by a raised curb; or
 - ii) a swale where it forms part of a stormwater drainage system.








4.2.6 Loading Spaces

- a) Any manufacturing, storage, warehouse, department store, retail store, wholesale store, market, freight or passenger terminal, hotel, hospital, mortuary or other similar use that involves the frequent shipping, loading or unloading of persons, animals or goods that occupies a floor area in excess of 230 m² (2476 ft²) shall be required to provide one off-street loading space for every 3250 m² (34,983 ft²), or part thereof, of floor area.
- b) Notwithstanding clause 4.2.6(a), in the Downtown Commercial (C1) Zone, the reuse of an existing building will not require the development of any new off-street loading space.
- c) All off-street loading spaces shall be constructed and maintained in conformance with the design standards for loading spaces set out in this Section.
- d) No loading space shall be located within any required front yard or be located within any required yard which abuts a Residential or Public Use Zone.

4.2.7 Parking and Loading Specifications

- a) Parking stalls and aisles shall conform to the minimum dimensions specified in Table 4.6.
- b) The minimum dimensions for an accessible parking space shall be 3.7 m wide by 5.5 m long (12 ft x 18 ft).
- c) The minimum dimensions for a loading space shall be 3.5 m wide by 12.0 m long (11.5 ft x 39 ft) with an unobstructed clear height of 3.5 m (11.5 ft).
- d) The minimum area for a parking space located within a parking structure shall be 13.68 m² (2.47 m x 4.95 m).
- e) Parking lots and loading areas must provide sufficient area to accommodate any necessary vehicle movements entirely on-site, including a means for vehicles to reverse direction where necessary, without interfering with vehicle or pedestrian traffic within a public right-of-way or an adjacent property.

Table 4.7: Parking Stall and Aisle Specifications

Configuration	Angle	Minimum Stall Dimensions		Minimum Aisle Width	
		Width	Length	Two Way	One Way
	75° - 90°	2.75 m (9 ft)	5.5 m (18 ft)	7.3 m (24 ft)	7.3 m (24 ft)
	60° - 75°	2.75 m (9 ft)	5.5 m (18 ft)	7.3 m (24 ft)	5.5 m (18 ft)
	45° - 60°	2.75 m (9 ft)	5.5 m (18 ft)	7.3 m (24 ft)	4.0 m (13 ft)
	30° - 45°	2.75 m (9 ft)	5.5 m (18 ft)	7.3 m (24 ft)	3.7 m (12 ft)
	Parallel	2.75 m (9 ft)	6.7 m (22 ft)	7.3 m (24 ft)	3.7 m (12 ft)

4.2.8 Driveway Specifications

- a) Where a driveway provides access to a parking area for four or more vehicles, the approaches and driveways shall be defined by a curb of concrete or rolled asphalt.
- b) For the purposes of this section, driveway widths shall be measured at the street.
- c) Driveways shall be situated at least 15 m (49 ft) from a intersection unless otherwise permitted by the Town's Traffic Authority.
- d) There shall be no more than two driveways from any one lot to any one street unless additional driveways are permitted by the Town's Traffic Authority.
- e) Driveways shall not exceed a width of 3.5 m (11.5 ft) for a one way-driveway or 7 m (23 ft) for a two-way driveway except:
 - i) in the Industrial (M1) Zone where driveways shall not exceed a width of 11 m (36 ft); or
 - ii) where otherwise required or permitted by the Town's Traffic Authority.
- f) The location and design elements of driveways, including but not limited to: dimensions, throat length, spacing, grades, proximity to intersections, and the maximum number of driveways are subject to approval by the Town's Traffic Authority.

4.2.9 Accessible Parking Requirements

Where off-street parking is required, one accessible parking space shall be provided for every 30 parking spaces or part thereof and shall:

- a) conform to the specifications set out in subsection 4.2.7;
- b) be situated closest to an accessible barrier free entrance;
- c) have a stable, slip-resistant and level surface; and
- d) shall be clearly identified as being reserved for the use of persons with disabilities.

4.2.10 Vehicle Stacking for Drive-Thru Uses

- a) Businesses providing drive-through services including but not limited to banks, automatic car-wash facilities, and restaurants, shall provide stacking for vehicle queuing in accordance with the requirements set out in Table 4.8 or as otherwise required by the Traffic Authority.
- b) All vehicle queuing shall be solely dedicated to queued vehicles and shall not interfere with any other vehicle movement on site including parking stalls, aisles, access and egress to and from the site.

Table 4.8: Vehicle Stacking Requirements

<i>Use</i>	<i>Stacking Requirement</i>
Fast Food Restaurant Drive-Thru	Stacking for four (4) cars between the order board and the pick-up window and stacking for six (6) cars behind the order board. Total queuing length shall not be less than 61 m (200 ft).
Coffee Shop Drive-Thru	Stacking for four (4) cars between the order board and the pick-up window and stacking for ten (10) cars behind the order board. Traffic Authority may require a traffic impact statement
Bank Drive-Thru	Stacking for five (5) cars.
Car Wash	Stacking for three (3) cars free and clear of the service bay/stall.

4.2.11 Access to a Public Street

No development permit shall be issued where required parking does not have direct access to a public street.

4.2.12 Parking of Commercial Motor Vehicles

- a) A commercial motor vehicle with a TARE weight in excess of 3,650 kg (8047 lbs) may not be parked or stored in a Residential Zone.
- b) No more than three commercial motor vehicles may be parked or stored on a property in a Residential Zone.

4.2.13 Cash-in-lieu of Required Parking

In the Mixed Use Residential (R6), Heritage Residential (R7), Downtown Commercial (C1) or Limited Commercial (C2) Zone, a development permit may be issued for a proposal with less than the amount of parking spaces required pursuant to subsection 4.2.4 provided the applicant pays the Town an amount equal to 125% of the cost of acquiring land and developing the required number of parking spaces within the Downtown area.

4.3 Signage

4.3.1 General

- a) Where this section is inconsistent with the regulations respecting advertising signs on or near public highways made or administered by the Province of Nova Scotia Department of Highways, the more restrictive regulations shall apply.
- b) No person shall erect a sign without first obtaining a development permit (sign) from the Development Officer and no permit to erect a sign shall be issued unless all the provisions of this by-law are satisfied.
- c) Unless otherwise indicated in this section all signs must have a development permit (sign) issued prior to being erected.
- d) A sign permit shall be issued by the Development Officer only when the provisions of this by-law have been complied with.
- e) Unless otherwise permitted by this By-law, no sign shall extend beyond a property line or project over a public right-of-way, other adjoining lands, or daylighting triangles.
- f) All height measurements are from established grade to top of sign, sign structure, or any portion thereof.

4.3.2 Safety and Maintenance

- a) Every sign and all parts thereof, including framework, supports, background, anchors and wiring systems shall be constructed and maintained in compliance with the building, electrical, and fire prevention by-laws.
- b) All signs and all parts thereof shall be maintained and kept in a good state of repair.

4.3.3 Calculating the Number of Signs

- a) A double-faced sign shall count as a single sign.
- b) Signs identified in Subsection 4.3.6 "Signs Permitted in all Zones" shall not be included when calculating the total number of signs permitted.

4.3.4 Permitted Number of Signs

- a) Where permitted in accordance with this Section, the following is the maximum amount and type of signage permitted for any one business premise:
 - i) one projecting wall sign or ground sign;
 - ii) one facial wall sign, roof sign, or awning sign;
 - iii) one additional facial wall sign on each side of the building up to a maximum of three facial wall signs; and
 - iv) one temporary sign.
- b) Where permitted in accordance with this Section, a business premise in a Commercial, Industrial, or Public Use Zone that is situated on a corner lot or a lot with more than 150 m (492 ft) of frontage may be permitted to have the following signage in addition to the amount and type of signage set out in clause (a):
 - i) one projecting wall sign or ground sign; and
 - ii) one awning sign in lieu of a one facial wall sign permitted in accordance with clause (a)(iii).
- c) For the purpose of this section, where a multiple tenancy building is occupied by more than one business, each business area shall be considered a separate business premise.
- d) The following is the maximum amount and type of signage permitted for any one business premise in a multiple tenancy building:
 - i) one projecting wall sign;
 - ii) one facial wall sign, roof sign, or awning sign
 - iii) one additional facial wall sign on each side of the building up to a maximum of three facial wall signs for any one business premise; and
 - iv) one ground sign which may or may not include advertising for other business premises on the property provided there is no more than one ground sign on any one property

4.3.5 Setback Requirements for Signs

Unless otherwise permitted by this By-law, no part of any sign structure or support may be within a setback requirement specified in this part.

4.3.6 Signs Permitted in all Zones Not Requiring a Development Permit

The following signs are permitted in all zones and no sign permit is required for their erection:

- a) signs of not more than 0.2 m² (2 ft²) in sign area, showing a civic address;
- b) signs of not more than 0.2 m² (2 ft²) in sign area, showing the name of a resident or an occupier;
- c) “no trespassing” signs or other signs regulating the use of a property, and of not more than 0.2 m² (2 ft²) in sign area;
- d) real estate signs not exceeding 0.5 m² (5 ft²) in sign area in a Residential Zone and 1.5 m² (16 ft²) in other zones, which advertise the sale, rental or lease of the premises;

- e) signs regulating or denoting on-premises traffic, or parking, or other signs denoting the direction or function of various parts of a building or premises, provided that such signs are less than 0.5 m² (5 ft²) in area;
- f) signs erected by governmental authority and bearing no commercial advertising, such as traffic signs, railway crossing signs, and safety signs;
- g) memorial signs or tablets, and signs of not more than 0.2 m² (2 ft²) denoting the date of erection of a building;
- h) the flag, pennant or insignia of any nation, province or state or of any religious, charitable or fraternal organization;
- i) a sign having an area of not more than 3.0 m² (32 ft²) incidental to construction and within the area of such construction; and
- j) a sign having an area of not more than 0.6 m² (6.5 ft²) for each of 2 sides and which displays the words “open” or lists a businesses hours of operation.

4.3.7 Signs Prohibited in all Zones

Except where permitted under conditions expressly set out in this section, the following signs are prohibited in all zones:

- a) any sign or sign structure which constitutes a hazard to public safety or health;
- b) signs which by reason of size, location, content, colouring or manner of illumination obstructs the vision of drivers or obstructs or detracts from the visibility or effectiveness of any traffic sign or control device on public streets or roads;
- c) any sign which obstructs the required egress from any premise;
- d) signs not erected by a public authority which make use of words such as “STOP”, “LOOK”, “ONE WAY”, “DANGER”, “YIELD”, or any similar words, phrases, symbols, lights or characters in such manner as to interfere with, mislead, or confuse traffic along a public road;
- e) any sign which advertises a business that is no longer conducted;
- f) signs on public property or a public right-of-way unless erected by a governmental body, or unless specially permitted by Council;
- g) signs not erected by a public authority which are located at or near sharp road curves or below the crest of a steep road grade;
- h) signs painted on, attached to, or supported by a tree, stone, cliff or other natural object;
- i) search lights, pennants, spinners, banners, inflated balloons, inflated characters, and streamers except when a temporary sign permit has been issued or as a special occasion use;
- j) signs not related to any business or use located on the lot or premises; and
- k) signs on utility poles.

4.3.8 Facial Wall Signs

- a) Facial wall signs are subject to the design specifications set out in Table 4.9.
- b) When calculating wall area to determine the allowable size of a facial wall sign, the calculation shall include the entire face of a building including any windows, doors, loading bays or similar feature.

Table 4.9: Facial Wall Signs



Permitted	Dimensions	Conditions	Application
R1 R2 R3 R4 R5 R8 R9	<i>Maximum Area</i> 0.5 m ² (5 ft ²)	No illumination of signage except for a Bed & Breakfast. Illuminated signage not permitted in a yard abutting a residential use.	
R6 R7	<i>Maximum Area</i> 0.5 m ² (5 ft ²)	No illumination of signage except for a Bed & Breakfast. A home based business or office and professional use may have illuminated signage during business hours only. No facial wall signs are permitted on a wall facing a rear or side yard that abuts a Residential Zone	
C1 C2 C3 C4 C5 M1 M2 P1 P2 P3 E1 E2 E5	<i>Maximum Area</i> 10 % of the area of the wall to which sign is affixed	No facial wall signs are permitted on a wall facing a rear or side yard that abuts a Residential Zone	

Table 4.10: Projecting Wall Signs



Permitted	Dimensions	Conditions	Application
R6 R7	<i>Maximum Area</i> 0.5 m ² (5 ft ²) <i>Total Area of all Faces</i> 1 m ² (10 ft ²)	No illumination permitted. Must be erected no less than 3 m (10 ft) and no more than 5 m (16 ft) from grade. Must not project more than 1.5 m (5 ft) from the wall to which the sign is affixed May not extend over a public right-of-way.	
C1 C2	<i>Maximum Area</i> 2 m ² (21.5ft ²) <i>Total Area of all Faces</i> 4 m ² (43 ft ²)	Must be erected no less than 3 m (10 ft) and no more than 6 m (20 ft) from grade. No sign face dimension shall exceed 1.5 m (5 ft) May extend over a public right-of-way a distance equal to 66% the width of the sidewalk.	
C3 C4 C5 M1 M2 P1 P2 P3 E1 E2 E5	<i>Maximum Area</i> 4 m ² (43ft ²) <i>Total Area of all Faces</i> 8 m ² (86 ft ²)	Must be erected no less than 3 m (10 ft) and no more than 6 m (20 ft) from grade. Must not project more than 2 m (6.5 ft) from the wall to which the sign is affixed. May not extend over a public right-of-way.	

Table 4.11: Ground Signs

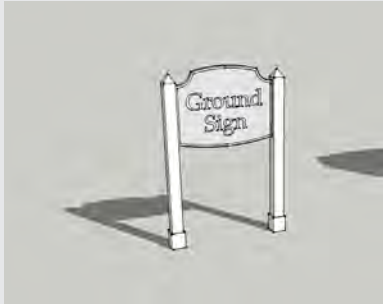


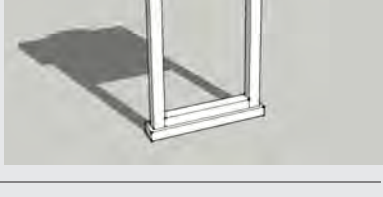

Permitted	Dimensions	Conditions	Application
R1 R2 R3 R4 R5 R8 R9	<i>Max. Area Single Face</i> 0.5 m ² (5 ft ²) <i>Total Area of all Faces</i> 1 m ² (10 ft ²) <i>Max. Height</i> 1.5 m (5 ft)	No illumination of signage except for a Bed & Breakfast. Illuminated signage not permitted in a required yard abutting another property in a Residential Zone.	
R6 R7	<i>Max. Area Single Face</i> 1.4 m ² (15 ft ²) <i>Total Area of all Faces</i> 2.8 m ² (30 ft ²) <i>Maximum Height</i> 1.5 m (5 ft)	No illumination of signage except for a Bed & Breakfast. A home based business or office and professional use may have illuminated signage during business hours only. No illuminated signage is permitted in a required yard abutting another property in a Residential Zone	
C1 C2 P1 P2 E1 E2 E5	<i>Max. Area Single Face</i> 3 m ² (32 ft ²) <i>Total Area of all Faces</i> 6 m ² (64 ft ²) <i>Maximum Height</i> 2 m (6.5 ft)	Illuminated Signage not permitted in a required yard abutting a Residential Zone.	
C3 C5 P3	<i>Max. Area Single Face</i> 7 m ² (75 ft ²) <i>Total Area of all Faces</i> 14 m ² (150 ft ²) <i>Maximum Height</i> 5 m (16 ft)	Not permitted in a required yard abutting a Residential Zone. Minimum setback from any front or flanking lot line must be 50% the height of the sign. Minimum setback from a side or rear property line must be 33% the height of the sign.	
C4 M1 M2	<i>Max. Area Single Face</i> 11 m ² (118 ft ²) <i>Total Area of all Faces</i> 22 m ² (236 ft ²) <i>Maximum Height</i> 10.5 m (34 ft)	Not permitted in a required yard abutting a Residential Zone. Minimum setback from any front or flanking lot line must be 50% the height of the sign. Minimum setback from a side or rear property line must be 33% the height of the sign.	

Table 4.12: Roof Signs


Permitted	Dimensions	Conditions	Application
C1 C2 C4 M1 M2	<i>Maximum Area</i> 10 % of the area of the main wall of the building that faces the same direction as the roof sign	Must be designed and approved by a Professional Engineer or Architect. Must not extend beyond the edge of the roof to which the sign is affixed. Must not exceed the height limit of the applicable zone. No roof sign is permitted to face a rear or side yard that abuts a Residential Zone	

Table 4.13: Awning Signs




Permitted	Dimensions	Conditions	Application
<p>C1 C2 C3 C4 C5</p> <p>M1 M2</p> <p>P3</p>	<p><i>Maximum Area</i> 10 % of the area of the main wall of the building to which the awning is affixed</p>	<p>Permitted on an awning erected no less than 3 m (10 ft) and no more than 6 m (20 ft) from grade.</p> <p>No awning signs are permitted on a wall facing a rear or side yard that abuts a Residential Zone</p>	

Table 4.14: Temporary Signs

Permitted	Dimensions	Conditions	Application
<p>R6</p> <p>C1 C2</p>	<p><i>Maximum Area</i> 0.5 m² (5 ft²)</p> <p><i>Total Area of all Faces</i> 1 m² (10 ft²)</p> <p><i>Maximum Height</i> 1 m (3 ft)</p> <p><i>Maximum Width</i> 0.6 m (2 ft)</p>	<p>Only sandwich board type signage permitted. Must not include any illumination.</p> <p>One sign may be placed within public right-of-way immediately adjacent to commercial use during regular hours of operation.</p> <p>Sign must not interfere with the flow of pedestrian or vehicular traffic or pose a safety hazard.</p>	
<p>C3 C4 C5</p> <p>M1 M2</p> <p>P1 P2 P3</p>	<p><i>Max. Area Single Face</i> 4.5 m² (48 ft²)</p> <p><i>Total Area of all Faces</i> 9 m² (97 ft²)</p> <p><i>Maximum Height</i> 3 m (10 ft)</p>	<p>Requires a Temporary Sign Permit in accordance with Subsection 4.1.13.</p> <p>Must not include any flashing lights.</p> <p>Maximum of one sign per property.</p> <p>May be permitted to occupy one parking space where there is no practical alternative.</p> <p>Not permitted in a required yard abutting a Residential Zone.</p>	

4.3.9 Projecting Wall Signs

- Projecting wall signs are subject to the design specifications set out in Table 4.10.
- Projecting wall signs require a building permit issued in accordance with the Town of Truro Building By-law.

4.3.10 Ground Signs

- Ground signs are subject to the design specifications set out in Table 4.11
- No ground sign in excess of 2 m (6.5 ft) shall be erected without a building permit being issued in accordance with the Town of Truro Building By-law.

4.3.11 Roof Signs

- Roof signs are subject to the design specifications set out in Table 4.12.
- Roof signs require a building permit issued in accordance with the Town of Truro Building By-law.

4.3.12 Awning Signs

Awning signs are subject to the design specifications set out in Table 4.13.

4.3.13 Temporary Signs

- a) Sandwich board temporary signs do not require a development permit but are subject to the design specifications set out in Table 4.14.
- b) All other temporary signs are subject to the design specifications set out in Table 4.14 and the following additional requirements:
 - i) the Development Officer may issue a temporary sign permit upon obtaining from the applicant a refundable deposit in the amount of one hundred dollars (\$100.00);
 - ii) the deposit shall not be refunded if the sign is not removed or if there are any other violations of the terms and conditions of the temporary sign permit;
 - iii) such violations shall result in the prohibition of any sign permit being issued within 180 days; and
 - iv) permits for such sign shall be issued for a period of 30 days then may not be renewed again for a period of 90 days for each lot application.

4.3.14 Street Banners

A development permit may be issued for a street banner subject to the following requirements:

- a) Street banners shall only be permitted at the following locations:
 - i) Holiday Inn, Prince Street
 - ii) Caldwell Roach, Prince Street
 - iii) Library, Prince Street
 - iv) Armouries, Willow Street
 - v) Stanfield Park, Walker Street
- b) Banners shall only be permitted for special events including artistic, athletic and cultural events, as well as events designed to raise public awareness.
- c) Banners shall only display special events held by charitable and non-profit organizations or special events sponsored by the Town of Truro.
- d) Banners shall be limited to the name of event, date and sponsor.
- e) Banners shall not:
 - i) express political, ideological, religious or individual convictions;
 - ii) express or advertise an event that promotes illegality, hatred or discrimination; or
 - iii) be intended for purely commercial or profit-making purposes.
- f) No development permit for a banner shall be issued to a political organization or an organization that promotes illegality, hatred or discrimination.
- g) No banner shall be affixed to Nova Scotia Power Corporation utility poles.
- h) Banners are to be located 4.3 m (14 ft) above street level.
- i) No more than two (2) banners may be erected for each special event.

- j) A \$100 deposit must be paid with each development permit application for a street banner.
- k) A banner may be displayed for a period of 30 days
- l) A banner may not display an event that was displayed on a banner within the last 60 days
- m) If two (2) banners for one special event are displayed, the number of days one banner is to be displayed shall be added to the number of days the other banner is to be displayed and the total number of days for the two banners shall not exceed 30 days.
- n) Banners shall be designed to have wind vents cut in the fabric to reduce wind load.
- o) Banners with supporting ropes passing through electrical wires must have the approval of the Nova Scotia Power Corporation.
- p) The installation and removal of banners is the responsibility of the applicant and shall be done by an insured installer certified by the Nova Scotia Safety Construction Association.
- q) Banners that have become unsafe may be removed by the Town at the applicant's expense and the amount of such expenses shall be deducted from the deposit referred to in clause 4.3.17(j).
- r) The applicant is responsible for any and all damage or injury resulting from poor maintenance, improper installation or other workmanship for the duration of the installation.

4.3.15 Sponsorship Signage on Town Owned Recreational Lands

Sponsorship signage on Town owned recreational lands shall be exempt from the provisions of this bylaw. No development permit is required. All approvals for sponsorship signage on Town owned recreational lands shall be subject to the approval of the Town Parks and Recreation Committee.

4.3.16 Off-site Signage

Notwithstanding subsection 4.3.7(j), a development permit may be issued for a sign which advertises a business or a use not located on the lot or premises provided that:

- a) the property containing the off-site signage abuts the property containing the business or use being advertised;
- b) only one off-site sign is permitted for a business premise or use pursuant to this subsection;
- c) an off-site sign counts towards the maximum number of signs permitted on the property where the sign is located; and
- d) the proposed signage complies with all other applicable requirements of this by-law respecting signage.

4.3.17 Signs Identifying Residential Developments

In any residential zone a sign identifying the name and civic address of a residential development with 12 or more dwelling units or a sign identifying the name of a residential subdivision may be erected subject to the following requirements:

- a) the maximum sign area shall be 1.4 m² (15 ft²) ;
- b) the total area of all sign faces shall not exceed 2.8 m² (30 ft²);
- c) the maximum height of the sign shall be 1.5 m (5 ft); and
- d) the sign shall be set back a minimum of 1.5 m (5 ft) from any property line.

5 • Residential Zones

Residential Zones

R1 Single Unit Residential	R4 Multiple Unit Residential	R7 Heritage Residential
R2 Two Unit Residential	R5 Mini-Home Residential	R8 Rural Residential
R3 General Residential	R6 Mixed Use Residential	R9 Watershed Residential

Permitted Uses Table¹

Use	Zones Permitted	Development Agreement Only
Agricultural Uses	R8	
Agricultural Uses (Existing)	R8 R9	
Artist Studios	R6 R7 R8	
Bed & Breakfasts	R2 R3 R4 R6 R7 R8 R9	
Café	R6	
Cemeteries	R8	R1 R2 R6 R7
Community Gardens	R1 R2 R3 R4 R5 R6 R7 R8	
Community Homes	R1 R2 R3 R4 R6 R7 R8	
Converted Dwellings (up to 2 units)	R1 R2 R3 R4 R5 R6 R7 R8 R9	
Converted Dwellings (3 - 4 units)	R4	R3 R6
Converted Dwellings (5 or more units)		R3 R4 R6
Day Care Centres	R2 R3 R4 R6 R8 R9	R1
Forestry Uses	R8 R9	
Golf Courses	R8	
Governmental Uses	R8	R1 R2 R6 R7
Home Based Businesses	R1 R2 R3 R4 R5 R6 R7 R8 R9	
Homes for Special Care	R3 R4	R1 R2 R6 R7
Kennels	R8 R9	
Lodging Houses	R3 R4	
Memorial Parks	R8	
Mobile/Mini-Homes	R5	R3 R4
Multiple Unit Dwelling (5 or more units)		R3 R4 R5 R6
Multiple Unit Dwelling (up to 4 units)	R4	R3 R5 R6
Multiple Unit Dwelling (3 units)	R4	R3 R5 R6
Office & Professional Uses	R6 R7	
Parks	R1 R2 R3 R4 R5 R6 R7 R8 R9	

Use	Zones Permitted	Development Agreement Only
Personal Services	R6 R7	
Places of Worship	R8	R1 R2 R6 R7
Playgrounds	R1 R2 R3 R4 R5 R6 R7 R8 R9	
Residential Care Facilities	R3 R4 R6 R8	R1 R2 R7
Semi Detached Dwellings	R2 R3 R4 R5 R6	
Single Detached Dwellings	R1 R2 R3 R4 R5 R6 R7 R8 R9	
Sports Fields & Courts	R1 R2 R3 R4 R5 R6 R7 R8 R9	
Three Unit Dwellings	R4	R3 R5 R6
Townhouses	R4	R3 R6
Townhouses (up to 4 units)	R4 R6	R3
Two Unit Dwellings	R2 R3 R4 R5 R6 R7	
Walkways & Trails	R1 R2 R3 R4 R5 R8	

1. This permitted uses table is intended to provide a general list of permitted uses in each zone. This table is provided for convenience only and reference should be made to the section and policies corresponding to each zone for a complete list of permitted uses, uses permitted only by development agreement, and uses that are subject to special requirements.

5.1 General Provisions for Residential Zones

5.1.1 Accessory Buildings in Residential Zones

The following requirements apply to accessory buildings in all Residential Zones:

- a) an accessory building shall:
 - i) not be used as a dwelling;
 - ii) have a maximum ground floor area no greater than 10 percent of the lot area; and
 - iii) be set back at least 6 m (20 ft) from any front lot line; or
 - iv) be set back from a flanking lot line a distance equal to or greater than the distance between the flanking lot line and the main building.
- b) no automobile, trailer, shipping container, mobile office, mobile classroom, or similar type of vehicle or structure or portion thereof shall be used as an accessory building in any Residential Zone whether or not same is mounted on wheels or on a foundation;
- c) a detached accessory building may be permitted in all residential zones provided the detached accessory building:
 - i) has a maximum height of 4.5 m (15 ft) except in the Rural Residential (R8) or Watershed Residential (R9) Zones;
 - ii) is not situated within a front yard or flanking yard except in the Rural Residential (R8) or Watershed Residential (R9) Zones;
 - iii) is situated at least 2 m (6.6 ft) from the main building; and
 - iv) is situated at least 2 m (6.6 ft) from any side or rear lot line; or
 - v) is situated at least 1 m (3.3 ft) from any side or rear lot line where there is no door, window or other perforation in the wall facing the abutting the lot line;
- d) an attached accessory building that is 4.5 m (15 ft) or less in height may be permitted in any Residential Zone provided the attached accessory building is at least 2 m (6.6 ft) from any side or rear lot line; and
- e) an attached accessory building that is greater than 4.5 (15 ft) in height or that includes usable floor space on a second floor, may be permitted in any Residential Zone provided the attached accessory building conforms to the setback and height requirements that apply to the main building.

These regulations apply to accessory buildings such as sheds, barns, and both attached and detached garages.

Development permits are required for all accessory buildings, regardless of size although building permits may not be required for structures under 20 m² (215 ft²)

5.1.2 Accessory Building on an Abutting Lot

A building that is accessory to a residential use may be permitted on an abutting lot provided:

- a) the use of the building remains accessory to a residential use on an abutting lot;
- b) the building conforms to all other requirements for accessory buildings as set out in Subsection 7.1.1;
- c) the accessory building is less than 20 m² (215 ft²) in area; and
- d) the building is not placed on a permanent foundation.

5.1.3 Home Based Businesses

- a) In all Residential Zones, except the Mixed Use Residential (R6) and Heritage Residential (R7) Zones, home based business are permitted subject to the following requirements:
- i) the business use is located within a single detached dwelling or a building that is accessory to a single detached dwelling;
 - ii) the dwelling is occupied as a residence by the owner of the home based business;
 - iii) the external appearance of the dwelling is consistent with a residential use;
 - iv) the business use may employ a maximum of two employees who are not residents in the dwelling;
 - v) the business use occupies a maximum floor area of 60 m² (646 ft²);
 - vi) all signage for the home based business complies with the signage regulations set out in Part 4 of this By-law;
 - vii) no open storage or outdoor display shall be permitted; and
 - viii) no mechanical equipment is used except that which is reasonably consistent with the residential use of the dwelling.
- b) Home based businesses in the Mixed Use Residential (R6) and Heritage Residential (R7) Zones are subject to the specific zone requirements for the R6 and R7 Zones set out in Sections 5.7 and 5.8 of this By-law.

5.1.4 Amenity Space

A residential development consisting of three or more dwelling units shall be required to provide amenity space in accordance with the following requirements:

- a) Amenity space shall be provided on site or on an abutting property within 30 m (98 ft) where a joint use agreement has been entered into between the affected property owners.
- b) Amenity space shall be provided for each unit based on the following amenity space requirements set out in Table 5.1.

Table 5.1: Amenity Space Requirements

<i>Type of Unit</i>	<i>Amenity Space Requirement</i>	
Bachelor Apartment	14.0 m ² per unit	151 ft ² per unit
1 Bedroom Apartment	18.5 m ² per unit	199 ft ² per unit
2 Bedroom Apartment	23.0 m ² per unit	248 ft ² per unit
3 Bedroom Apartment	28.0 m ² per unit	301 ft ² per unit
Apartment with 4 or more Bedrooms	37.0 m ² per unit	398 ft ² per unit

5.1.5 Day-care Centres

A development permit may be issued for a day-care centre in the Two Unit Residential (R2), General Residential (R3), Multiple Unit Residential (R4), Rural Residential (R8) or Mixed Use Residential (R6) Zone provided the day-care centre is not situated on a cul-de-sac or otherwise a dead end street.

5.1.6 More than One Main Building on a Lot

More than one main building may be permitted on a lot in the General Residential (R3), Multiple Unit Residential (R4), or Mixed Use Residential (R6) Zones where the lot meets the following requirements:

- a) the minimum lot area shall be 0.5 hectares (1.24 acres); and
- b) the minimum distance between buildings shall be 6.0 m (20 ft) or one-half the height of the highest abutting wall, whichever is greater.

5.1.7 Converted Dwellings

- a) An existing single detached dwelling in all Residential Zones except the Mixed Use Residential (R6) or Heritage Residential (R7) Zones may be converted to permit one additional dwelling unit subject to the following requirements:
 - i) the maximum number of dwelling units permitted in any structure shall not exceed two units except in the Multiple Unit Residential (R4) Zone where the maximum number of dwelling units in any structure shall not exceed four units;
 - ii) no alteration may be undertaken to the exterior of the structure except for the addition of dormers that conform to the architectural style, roof pitch, and fenestration of the original structure;
 - iii) no alteration may be undertaken which increases the height of the structure;
 - iv) no alteration may be undertaken which will extend into the front or side yard of the lot;
 - v) any additional parking space shall be provided in the side or rear yard of the lot; and
 - vi) no alteration may be undertaken to increase the number of entrances in the front or sides of the dwelling.
- b) Residential conversions in the Mixed Use Residential (R6) and Heritage Residential (R7) Zones are subject to the specific zone requirements for the R6 and R7 Zones set out in Sections 7.6 and 7.7 of this By-law.

5.1.8 Lodging Houses

A development permit may be issued for a lodging house in a General Residential (R3) or Multiple Unit Residential (R4) Zone provided the lodging house:

- a) contains a maximum of four lodging units within one housekeeping unit; and
- b) occupies an entire structure; or
- c) shares a single structure with one other dwelling unit that contains a maximum of two bedrooms.

5.1.9 Bed and Breakfasts

A bed & breakfast may be permitted in all Residential Zones except the Single Unit Residential (R1) and Mini-Home Residential (R5) Zones provided that the bed & breakfast:

- a) operates within a single detached dwelling unit that is occupied as a residence by the proprietor of the bed & breakfast;
- b) consists of a maximum of four guest rooms;

- c) has on site parking situated within a rear or side yard that satisfies the parking requirements as set out in Part 4 of this By-law; and
- d) includes only signage that conforms to the signage regulations set out in Part 4 of this By-law.

5.1.10 Community Homes

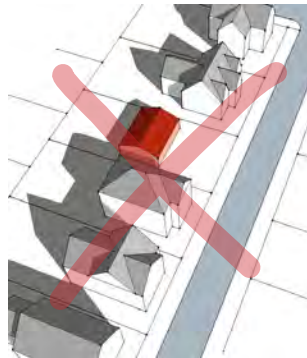
A development permit may be issued for a community home in all Residential Zones except the Mini Home Residential (R5) or Watershed Residential (R9) Zones subject to the following requirements:

- a) the community home is located at least 250 m (820 ft) from any other community home or residential care facility;
- b) there is a minimum of 150 m² (1615 ft²) or 18 m² (194 ft²) per resident, whichever is greater, of outdoor amenity space in the rear or side yard of the community home;
- c) there shall be 18 m² (194 ft²) of floor area per resident including staff and/or receiving family;
- d) the entire structure shall be occupied by the community home; and
- e) a dwelling unit operated in conjunction with and accessory to the community home may be permitted within the same structure as the community home where:
 - i) a second dwelling unit is permitted by applicable zoning regulations;
 - ii) the accessory dwelling unit is operated in conjunction with the community home; and
 - iii) the accessory dwelling unit contains no more than two bedrooms.

5.1.11 Residential Care Facilities

A development permit may be issued for a residential care facility in all Residential Zones except the Single Unit Residential (R1), Two Unit Residential (R2), Mini Home Residential (R5), Heritage Residential (R7) and Watershed Residential (R9) Zones subject to the following requirements:

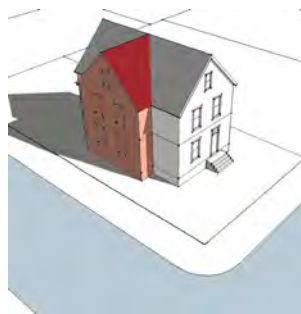
- a) a residential care facility shall be located at least 250 m (820 ft) from any other residential care facility or community home;
- b) there is a minimum of 150 m² (1615 ft²) or 18 m² (194 ft²) per resident, whichever is greater, of outdoor amenity space in the rear or side yard of the residential care facility;
- c) there shall be 18 m² (194 ft²) of floor area per resident including staff and/or receiving family; and
- d) a dwelling unit operated in conjunction with and accessory to the residential care facility may be permitted within the same structure as the residential care facility where:
 - i) a second dwelling unit is permitted by applicable zoning regulations;
 - ii) the accessory dwelling unit is operated in conjunction with the community home; and
 - iii) the accessory dwelling unit contains no more than two bedrooms.



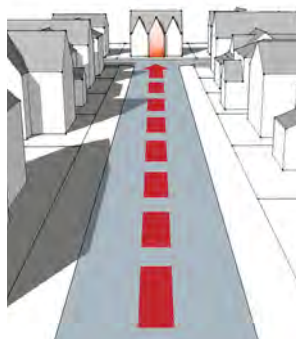
New buildings shall not vary from the average size and setbacks of existing buildings on the same block



Side (flanking) elevations of buildings on corner lots shall not be left blank and featureless



Side (flanking) elevations of buildings on corner lots shall feature architectural detailing such as gable ends, dormers, bays, and windows



Buildings situated at prominent locations should feature distinct architectural elements to terminate the view down the street

5.1.12 Scale

- a) No main building shall vary from the average building height of main buildings on the same block by more than 20 percent.
- b) The facade of a main building shall not have a surface area in excess of the average area of facades on the same block by more than 20 percent unless the facade features a projecting bay, porch, verandah, or similar feature.

5.1.13 Front and Flanking Yard Setbacks

- a) The main wall of a new primary structure shall be set back from the street a distance no greater than the average front yard setback of neighbouring properties.
- b) Verandahs, porches, bay windows, and other encroachments are permitted within the required setback in accordance with Subsection 4.1.25 of this By-law.

5.1.14 Corner Lots

The flanking elevation of a main building on a corner lot shall be comprised of at least 10 percent windows and shall not have a surface area in excess of the average area of facades on the same block by more than 20 percent unless the flanking elevation features a projecting bay, porch, verandah, or similar feature.

5.1.15 Focal Point

A building situated at a prominent location such as at the end of a street should feature a distinct architectural element like a gable end or corner tower positioned so as to terminate the view down the street.

5.1.16 Parking in Residential Zones

- a) No parking area in a residential zone shall occupy more than 40% of the front yard of a lot.
- b) The total area of all driveways and parking areas on a lot in any residential zone shall not exceed 50% of the lot area not occupied by a main building or accessory building.

5.2 Single Unit Residential (R1) Zone

5.2.1 Permitted Uses

Table 5.2 lists uses that are permitted in the Single Unit Residential (R1) Zone subject to all applicable requirements of this By-law.

5.2.2 Uses Permitted with Special Conditions

Table 5.3 lists uses that are permitted in the Single Unit Residential (R1) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.2: R1 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Parks	Sports Fields & Courts
Playgrounds	Walkways & Trails

Table 5.3: R1 Zone Conditional Uses

Community Homes
Converted Dwellings (up to 2 units)
Home Based Businesses

5.2.3 Zone Requirements

The following requirements apply to the Single Unit Residential (R1) Zone:

Table 5.4: R1 Zone Requirements

Minimum Lot Area		500.0 m ²	5382 ft ²
Minimum Lot Frontage		15.25 m	50 ft
Minimum Front Yard		6.0 m	20 ft
Minimum Rear Yard		7.5 m	25 ft
Minimum Side Yard	One Side	2.5 m	8 ft
	Other Side	3.5 m	12 ft
Minimum Flanking Yard		6.0 m	20 ft
Maximum Building Height	Within 5.5 m (18 ft) of a property line	7.5 m	25 ft
	5.5 m (18 ft) or more from a property line	11.0 m	36 ft
Maximum Lot Coverage		25 percent	

5.2.4 Maximum Lot Coverage

- The maximum lot coverage limit in Table 5.4 shall not apply to existing undersized lots.
- Accessory buildings under 9.3 m² (100 ft²) shall not be included in the lot coverage calculation.

5.2.5 Uses Permitted only by Development Agreement

The following uses may be considered only by development agreement in the Single Unit Residential (R1) Zone:

- a) Institutional (P3) Zone Uses in accordance with Policy I-12 of the Municipal Planning Strategy.

5.3 Two Unit Residential (R2) Zone

5.3.1 Permitted Uses

Table 5.5 lists the uses that are permitted in the Two Unit Residential (R2) Zone subject to all applicable requirements of this By-law.

5.3.2 Uses Permitted with Special Conditions

Table 5.6 lists uses that are permitted in the Two Unit Residential (R2) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.5: R2 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Parks	Sports Fields & Courts
Playgrounds	Two Unit Dwellings
Semi-Detached Dwellings	Walkways & Trails

Table 5.6: R2 Zone Conditional Uses

Bed & Breakfasts	Day Care Centres
Community Homes	Home Based Businesses
Converted Dwellings (up to 2 units)	

5.3.3 Zone Requirements

The following requirements apply to the Two Unit Residential (R2) Zone:

Table 5.7: R2 Zone Requirements

Minimum Lot Area	Single Detached/Converted	500 m ²	5382 ft ²
	Two Unit	550 m ²	5920 ft ²
	Semi-Detached Dwelling	325 m ²	3498 ft ²
Minimum Lot Frontage	Single Detached/Converted/Two Unit	15.25 m	50 ft
	Semi-Detached Dwelling	10.5 m	35 ft
Minimum Front Yard		6.0 m	20 ft
Minimum Rear Yard		7.5 m	25 ft
Minimum Side Yard	Single Detached/Converted/Two-Unit	One Side	2.5 m / 8 ft
		Other Side	3.5 m / 12 ft
	Semi-Detached Dwelling	Outside	3.5 m / 12 ft
		Common	0.0 m / 0 ft
Minimum Flanking Yard		6.0 m	20 ft
Maximum Building Height	Within 5.5 m (18 ft) of a property line	7.5 m	25 ft
	5.5 m (18 ft) or more from a property line	11.0 m	36 ft

5.3.4 Uses Permitted only by Development Agreement

The following uses may be considered only by development agreement in the Two Unit Residential (R2) Zone

- a) Institutional (P3) Zone Uses in accordance with Policy I-12 of the Municipal Planning Strategy.

5.4 General Residential (R3) Zone

5.4.1 Permitted Uses

Table 5.8 lists the uses that are permitted in the General Residential (R3) Zone subject to all applicable requirements of this By-law:

5.4.2 Uses Permitted with Special Conditions

Table 5.9 lists uses that are permitted in the General Residential (R3) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.8: R3 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Homes for Special Care	Sports Fields & Courts
Parks	Two Unit Dwellings
Playgrounds	Walkways & Trails
Semi-Detached Dwellings	

Table 5.9: R3 Zone Conditional Uses

Bed & Breakfasts	Home Based Businesses
Community Homes	Lodging Houses
Converted Dwellings (up to 2 units)	Residential Care Facilities
Day Care Centres	

5.4.3 Zone Requirements

The following general requirements apply to the General Residential (R3) Zone

Table 5.10: General Residential (R3) Zone Requirements

Minimum Lot Area	Single Detached/Converted		500 m ²	5382 ft ²
	Two Unit		550 m ²	5920 ft ²
	Semi-Detached Dwelling		325 m ² /unit	3498 ft ²
Minimum Lot Frontage	Single Detached/Converted/Two Unit		15.25 m	50 ft
	Semi-Detached Dwelling		10.5 m/unit	35 ft
Minimum Front Yard			6.0 m	20 ft
Minimum Rear Yard			7.5 m	25 ft
Minimum Side Yard	Single Detached/Converted/Two-Unit	One Side	2.5 m	8 ft
		Other Side	3.5 m	12 ft
	Semi-Detached Dwelling	Outside	3.5 m	12 ft
		Common	0.0 m	0 ft
Minimum Flanking Yard			6.0 m	20 ft
Maximum Building Height			11.0 m	36 ft

5.4.4 Uses Permitted only by Development Agreement

Where a property in the General Residential (R3) Zone is within the General Residential Future Land Use Designation, the following uses may be considered by development agreement:

- a) Multiple Unit Dwellings (three or more units) in accordance with Municipal Planning Strategy Policy R-37;
- b) Townhouses in accordance with Municipal Planning Strategy Policy R-37; and
- c) Mini-Home Parks in accordance with Municipal Planning Strategy Policy R-43.

5.5 Multiple Unit Residential (R4) Zone

5.5.1 Permitted Uses

Table 5.11 lists the uses that are permitted in the Multiple Unit Residential (R4) Zone subject to all applicable requirements of this By-law:

5.5.2 Uses Permitted with Special Conditions

Table 5.12 lists uses that are permitted in the Multiple Unit Residential (R4) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.11: R4 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Existing Multiple Unit Dwellings	Sports Fields & Courts
Homes for Special Care	Three Unit Dwellings
Multiple Unit Dwellings (up to 4 units)	Townhouse (up to 4 units)
Parks	Two Unit Dwellings
Playgrounds	Walkways & Trails
Semi-Detached Dwellings	

Table 5.12: R4 Zone Conditional Uses

Bed & Breakfasts	Home Based Businesses
Community Homes	Lodging Houses
Converted Dwellings (up to 4 units)	Residential Care Facilities
Day Care Centres	

5.5.3 Zone Requirements

Table 5.13 sets out the general requirements that apply to the Multiple Unit Residential (R4) Zone.

5.5.4 Uses Permitted only by Development Agreement

Where a property in the Multiple Unit Residential (R4) Zone is within the General Residential Future Land Use Designation, the following uses may be considered by development agreement:

- a) Multiple Unit Dwellings (five or more units) in accordance with Municipal Planning Strategy Policy R-37; and
- b) Mini-Home Parks in accordance with Municipal Planning Strategy Policy R-43.

Table 5.13: Multiple Unit Residential (R4) Zone Requirements

Minimum Lot Area	Multiple Unit Dwelling (more than four units)	700 m ² + 110 m ² /unit	7535 ft ² + 1184 ft ² /unit	
	Townhouse	200 m ² /unit	2153 ft ² /unit	
	Single Detached/Converted	500 m ²	5382 ft ²	
	Two Unit Dwelling	550 m ²	5920 ft ²	
	Three Unit Dwelling	600 m ²	6458 ft ²	
	Semi-Detached Dwelling	325 m ² /unit	3498 ft ² /unit	
Minimum Lot Frontage	Multiple Unit Dwelling (more than four units)	30 m	98 ft	
	Townhouse	7.5 m/unit	25 ft/unit	
	Single Detached/Converted/Two Unit	15.25 m	50 ft	
	Three Unit Dwelling	18 m	59 ft	
	Semi-Detached Dwelling	10.5 m/unit	35 ft	
Minimum Front Yard		6.0 m	20 ft	
Minimum Rear Yard		7.5 m	25 ft	
Minimum Side Yard	Multiple Unit Dwelling (more than four units)	4.5 m	15 ft	
			or ½ the height of the main building, whichever is greater	
	Townhouse/ Semi-Detached Dwelling	Outside	3.5 m	12 ft
		Common	0.0 m	0 ft
	Single Detached/Converted/Two Unit/Three Unit	One Side	2.5 m	8 ft
Other Side		3.5 m	12 ft	
Minimum Flanking Yard		6.0 m	20 ft	
Maximum Building Height		11.0 m	36 ft	

5.6 Mini Home Residential (R5) Zone

5.6.1 Permitted Uses

Table 5.14 lists the uses that are permitted in the Mini Home Residential (R5) Zone subject to all applicable requirements of this By-law:

5.6.2 Uses Permitted with Special Conditions

Table 5.15 lists uses that are permitted in the Mini Home Residential (R5) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.14: R5 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Existing Mini Homes	Sports Fields & Courts
Parks	Two Unit Dwellings
Playgrounds	Walkways & Trails
Semi-Detached Dwellings	

Table 5.15: R5 Zone Conditional Uses

Converted Dwellings (up to 2 units)	Home Based Businesses
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5.6.3 Zone Requirements

The following requirements apply to the Mini Home Residential (R5) Zone:

Table 5.16: Mini Home Residential (R5) Zone Requirements

Minimum Lot Area	Mini Home/Single Detached/Converted	500 m ²	5382 ft ²	
	Two Unit	550 m ²	5920 ft ²	
	Semi-Detached Dwelling	325 m ²	3498 ft ²	
Minimum Lot Frontage	Mini Home	14.0 m	46 ft	
	Single Detached/Converted/Two Unit	15.25 m	50 ft	
	Semi-Detached Dwelling	10.5 m	35 ft	
Minimum Front Yard	Mini Home	3.0 m	10 ft	
	Other	6.0 m	20 ft	
Minimum Rear Yard	Mini Home	3.5 m	11.5 ft	
	Other	7.5 m	25 ft	
Minimum Side Yard	Mini Home	1.5 m	5 ft	
	Single Detached/Converted/Two-Unit	One Side	2.5 m	8 ft
		Other Side	3.5 m	12 ft
	Semi-Detached Dwelling	Outside	3.5 m	12 ft
Common		0.0 m	0 ft	
Minimum Flanking Yard	Mini Home	3.0 m	10 ft	
	Other	6.0 m	20 ft	
Maximum Building Height		11.0 m	36 ft	

5.6.4 Uses Permitted only by Development Agreement

Where a property in the Mini Home Residential (R5) Zone is within the General Residential Future Land Use Designation, the following uses may be considered by development agreement:

- a) Multiple Unit Dwellings (three or more units) in accordance with Municipal Planning Strategy Policy R-37;

5.7 Mixed Use Residential (R6) Zone

5.7.1 Permitted Uses

Table 5.17 lists the uses that are permitted in the Mixed Use Residential (R6) Zone subject to all applicable requirements of this By-law:

5.7.2 Uses Permitted with Special Conditions

Table 5.18 lists uses that are permitted in the Mixed Use Residential (R6) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.17: R6 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Parks	Sports Fields & Courts
Playgrounds	Townhouse (up to four units)
Semi-Detached Dwellings	Two Unit Dwellings

Table 5.18: R6 Zone Conditional Uses

Artists Studios	Day Care Centres
Bed & Breakfasts	Home Based Businesses
Cafés	Office & Professional Uses
Community Homes	Personal Services
Converted Dwellings (up to 2 units)	Residential Care Facilities

5.7.3 Zone Requirements

Table 5.19 sets out the general requirements that apply to the Mixed Use Residential (R6) Zone.

5.7.4 Uses Permitted only by Development Agreement

The following uses may be considered only by development agreement in the Mixed Use Residential (R6) Zone:

- a) Multiple Unit Dwellings (four or more units) in accordance with Municipal Planning Strategy Policy R-57;
- b) Three Unit Dwellings in accordance with Municipal Planning Strategy Policy R-57;
- c) Townhouses with more than four units in accordance with Municipal Planning Strategy Policy R-57; and
- d) Institutional (P3) Zone Uses in accordance with Policy I-12 of the Municipal Planning Strategy.

Table 5.19: Mixed Use Residential (R6) Zone Requirements

Minimum Lot Area	Single Detached/Converted/Other	500 m ²	5382 ft ²	
	Two Unit	550 m ²	5920 ft ²	
	Semi-Detached Dwelling	325 m ²	3498 ft ²	
	Townhouse	200 m ² /unit	2153 ft ² /unit	
Minimum Lot Frontage	Single Detached/Converted/Two Unit/Other	15.25 m	50 ft	
	Semi-Detached Dwelling	10.5 m	35 ft	
	Townhouse	7.5 m/unit	25 ft/unit	
Minimum Front Yard		3.0 m	10 ft	
Minimum Rear Yard		7.5 m	25 ft	
Minimum Side Yard	Single Detached/Converted/Two-Unit/Other	One Side	2.5 m	8 ft
		Other Side	3.5 m	12 ft
	Townhouse/Semi-Detached Dwelling	Outside	3.5 m	12 ft
		Common	0.0 m	0 ft
Minimum Flanking Yard		3.0 m	10 ft	
Maximum Building Height		11.0 m	36 ft	

5.7.5 Architectural Design Requirements to Apply

Except where permitted in accordance with subsection 5.7.6, subsection 5.7.12, or where otherwise permitted by this By-law, a development permit will not be issued for any new structure, alteration, or addition in the Mixed Use Residential (R6) Zone unless the proposed structure, alteration or addition conforms to the architectural design requirements set out in the subsections 5.7.7 through 5.7.11.

5.7.6 Exemptions from Architectural Design Requirements

The following types of development shall be exempt from the architectural design requirements set out in subsections 5.7.7 to 5.7.11:

- a) a proposed new main building where the design is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
- b) a proposed addition or alteration where the design will bring the main building into conformance with an architectural style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
- c) a proposed addition or alteration that will not be visible from any point along the front lot line or, where applicable, the flanking lot line of the subject property.

5.7.7 Physical Form

- a) New buildings in the Mixed Use Residential (R6) Zone shall be designed and constructed based on one of the basic building forms described in Figure 5.1.
- b) Proposed new buildings that do not conform to one of the basic building forms described in Figure 5.1 may be permitted where it can be demonstrated that the architectural style of the proposed structure is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones.

Figure 5.1: Basic Building Forms

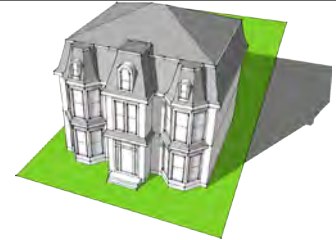
Greek Revival

1 ½ to 2 ½ storey construction with a medium to steep pitch simple gable roof. Structure features a front facing main gable with a symmetrical facade design.



Second Empire

1 ½ to 2 ½ storey construction with a steep pitch mansard roof that features projecting front bays and multiple dormers.



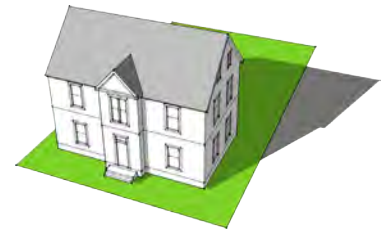
Gothic Revival/Picturesque

1 ½ storey construction with a steep pitch gable roof with main facade on long elevation and side facing gable ends. Style features central front entrance and symmetrical facade.



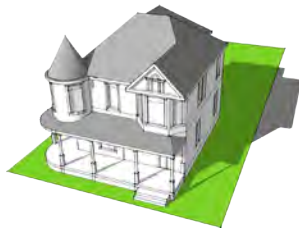
New England Colonial

2 ½ storey construction with a steep pitch gable roof with side facing gable ends. Style features central front entrance and symmetrical facade.



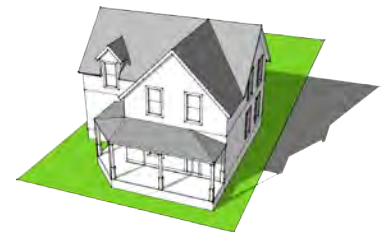
Queen Anne Revival

2 to 2 ½ storey with irregular massing. Steep pitch hip roof with gable dormers. Features additional bays, verandahs, decorative trim, and may include a corner tower.



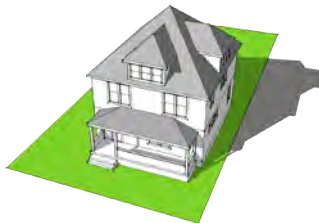
Folk Victorian

1 ½ to 2 ½ storey construction with a front facing gable roof. Style is essentially Greek Revival with Queen Anne details such as decorative trim and a verandah.



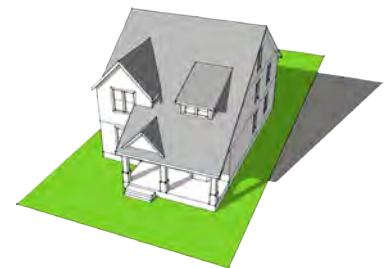
Four Square

2 ½ storey square construction with steep pitched hip roof, and single or multiple hip-roof dormers. May include front verandah.



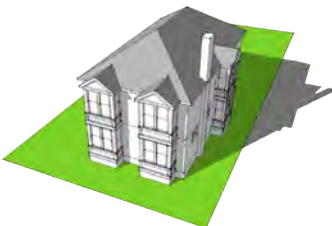
Shingle

2 to 2 ½ storey construction with a steeply pitched gable roof extending down to the first floor. Roof may feature a large cross gable, shed dormers and accent gables.



Italianate

2 to 2 ½ storey construction with a low pitch hip roof and double two storey square front bays. Style often features a side entry with a covered porch.



Craftsman

1 ½ storey construction with a large roof that sweeps down to cover the front porch. Form usually includes a central dormer window.

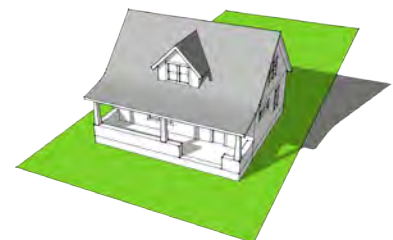
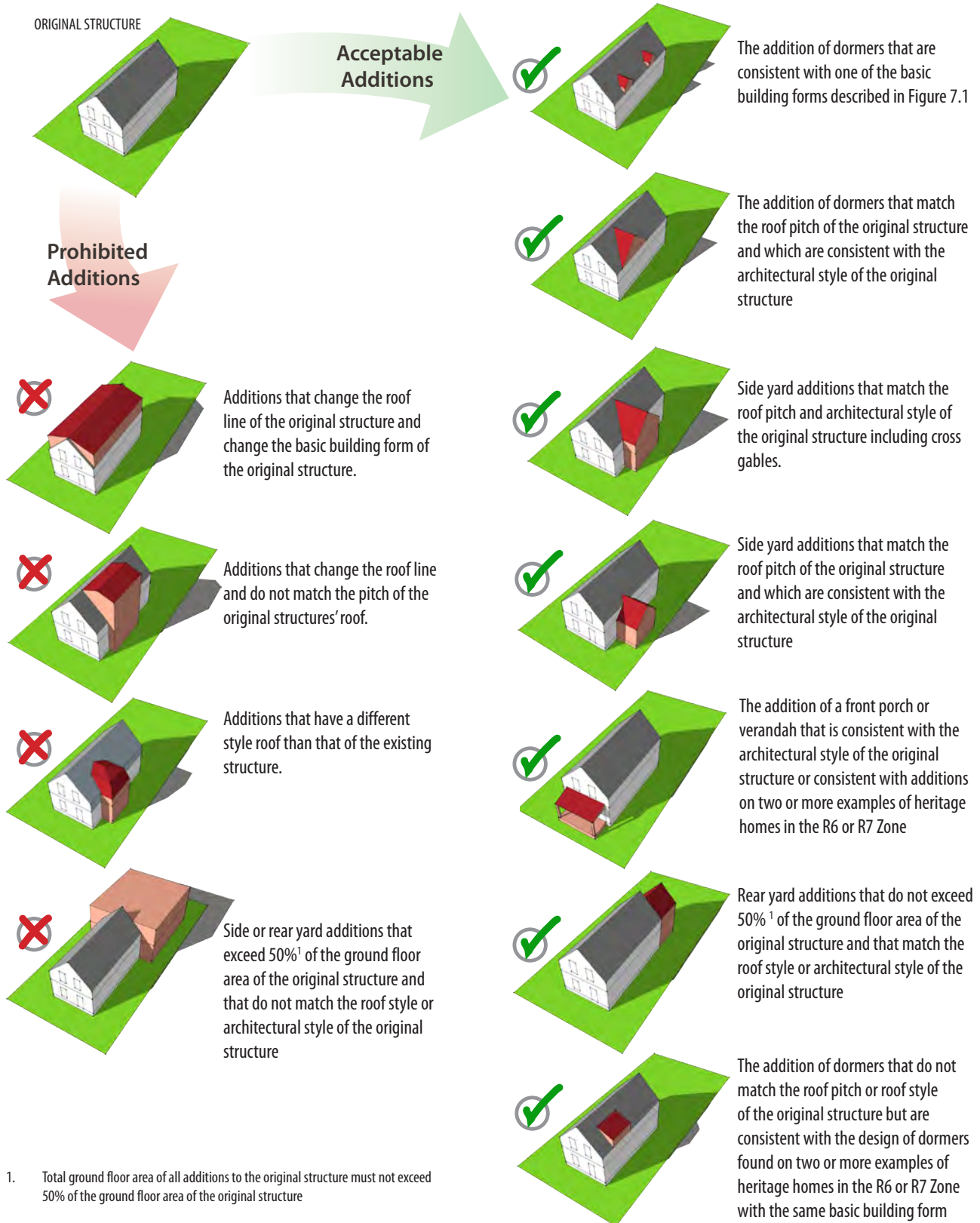


Figure 5.2: Design Requirements for Additions

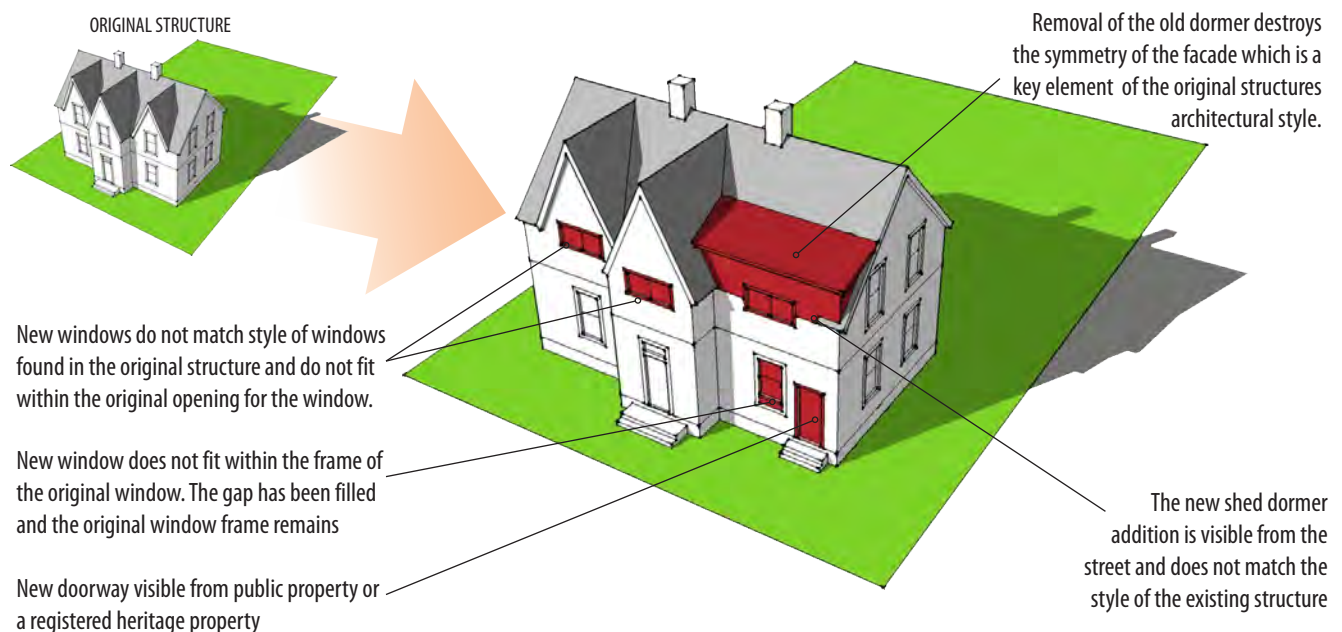


1. Total ground floor area of all additions to the original structure must not exceed 50% of the ground floor area of the original structure

5.7.8 Additions

- a) An existing structure in the Mixed Use Residential (R6) Zone that conforms to one of the basic building forms described in Figure 5.1 may be expanded provided:
 - i) the addition is consistent with the original structure in terms of architectural style and design elements;
 - ii) the addition does not increase the height of the structure;
 - iii) the addition is not identified as prohibited in Figure 5.3; and
 - iv) the addition conforms to the guidelines for additions illustrated in Figure 5.2.
- b) An existing structure in the Mixed Use Residential (R6) Zone that does not conform to one of the basic building forms described in Figure 5.1 may be expanded provided that the addition:
 - i) is consistent with the original structure in terms of architectural style and design elements where it can be demonstrated that the style of the existing structure is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
 - ii) is designed to bring the structure into conformance, or more into conformance, with one of the basic building forms described in Figure 5.1.
- c) Expansions to existing structures within the Mixed Use Residential (R6) Zone shall not increase the ground floor area of the original structure by more than 50 percent.

Figure 5.3: Prohibited Alterations



5.7.9 Alterations

Alterations to an existing structure in the Mixed Use Residential (R6) Zone that do not include an addition or expansion, such as the removal of a dormer or porch, are permitted where the proposed alteration:

- a) includes the removal of additions to the original structure; and
- b) is not visible from the street; or
- c) does not affect any architectural elements that are necessary in order for the existing structure to conform to a basic building form described in Figure 5.1.

5.7.10 Architectural Elements

a) Windows

- i) All new windows shall be vertically oriented double or single hung windows with a minimum width to height ratio of 1:1¾.
- ii) New windows in an existing structure or addition shall match the size, width to height ratio, and style of windows found on the original structure.
- iii) Replacement windows shall be sized to fit the existing opening in the original structure.
- iv) Notwithstanding clause (iii), a replacement window may be enlarged or reduced in size provided the size of the existing window is not integral to maintaining symmetry or a defining element of the existing structure's architectural style.
- v) Where a new window or replacement window is installed, the exterior window trim and, where applicable, the surrounding siding must be refinished to fit the new window size and to match the trim on the original structure.
- vi) Ornamental windows, transom windows, piano windows, and picture windows are exempt from the requirements set out in clauses (i) and (ii) provided these windows are typically associated with the architectural style of the structure.

b) Doors

- i) Doors shall be a traditional paneled design.
- ii) Replacement doors shall be sized to fit the existing opening in the original structure.
- iii) Notwithstanding clause (ii), a replacement door may be enlarged or reduced in size provided the exterior door trim and, where applicable, the surrounding siding must be refinished to fit the new door size and to match the trim on the original structure.
- iv) The primary entrance shall be located on the front facade while any additional exterior doors are permitted on a side or rear elevation only.
- v) On a corner lot, new exterior doors are not permitted on a flanking elevation.
- vi) Where a new door is installed, the trim around the door must match the window and door trim on the original structure.



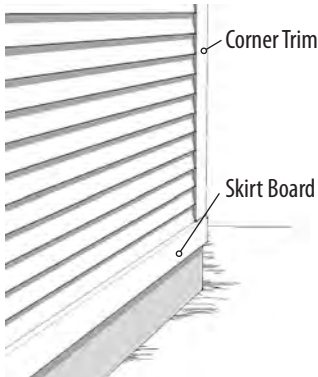
Replacement windows shall be the same style as the original window and shall be the same size as the original window unless the window frame and trim is resized.



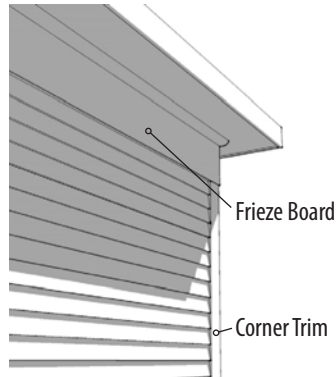
Traditional double or single hung windows are preferred with a minimum width to height ratio of 1:1¾



Doors shall be a traditional panel design.



New structures shall feature corner trim and a skirt board.

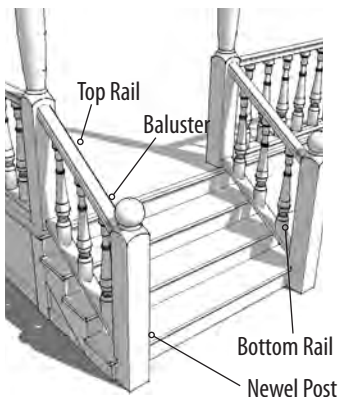


New structures shall also feature a frieze board.

- c) Trim
 - i) For existing structures and new additions, all windows and doors shall be trimmed in a manner that is consistent with the window and door trim found on the original structure.
 - ii) For new structures, all windows and doors shall feature trim that is at least 15 cm (6 inch) wide.
 - iii) New structures shall include a frieze board, skirt board, and corner trim.
 - iv) Expansions to existing structures shall include trim that matches the existing structure

- d) Shutters
 - i) Shutters are not permitted on any structure in the Mixed Use Residential (R6) Zone except where the shutters are either operable or sized in such a way that they would be large enough to cover the window if they were operable.
- e) Dormers
 - i) Dormers may be added to an existing structure that conforms to one of the basic building forms illustrated in figure 5.1 provided the dormer is consistent with the basic building form and architectural detailing of the original structure.
 - ii) Dormers may be added to an existing structure that does not conform to one of the basic building forms illustrated in Figure 5.1 provided the dormer is designed to bring the structure into conformance, or more into conformance, with one of the basic building forms illustrated in Figure 5.1.
 - iii) Shed dormers shall not exceed 30 percent of the surface area of the roof.
 - iv) All dormers on new and existing structures shall conform to the Design Requirements for Additions described in Figure 5.2.

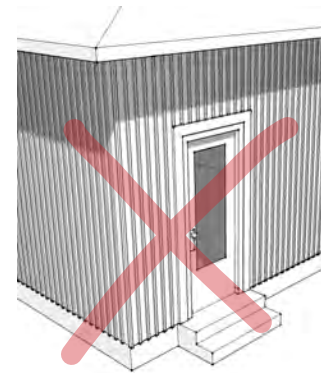
- f) Skylights
 - i) Skylights are not permitted on any structure in the Mixed Use Residential (R6) Zone except where otherwise permitted in this Section.



Exterior Stairs shall feature a top and bottom rail, balusters, and a newel post

- g) Exterior Stairs
 - i) Exterior stairs that extend beyond the ground floor of any structure are not permitted on the front or flanking elevation of any structure.
 - ii) Exterior stairs that require a handrail shall be finished with a top and bottom rail, balusters, and capped newel post.
 - iii) Balusters, rails, and newel posts on an existing structure shall be of a style that compliments any existing trim on the original structure.
 - iv) Where exterior stairs featuring a balustrade are to be added to an existing structure the style of the top and bottom rail, balusters, and newel post shall compliment or match the style of any existing exterior stairs except where the existing stairs are inconsistent with the style of trim found on the original structure.

- h) Porches and Verandahs
- i) Porches and verandahs are permitted on all basic building forms illustrated in Figure 5.1.
 - ii) Porches and verandahs shall be designed in a manner that is consistent with the basic building form of the original structure or designed in a manner that will bring the structure into conformance, or more into conformance, with one of the basic building forms described in Figure 5.1.
 - iii) The addition of porches and verandahs on Second Empire building forms will only be permitted where it can be demonstrated the roof style of the addition either matches or compliments the style of the original structure.
 - iv) The addition of porches and verandahs on symmetrical examples of Gothic Revival/Picturesque building forms will only be permitted where it can be demonstrated the addition does not make the facade asymmetrical.
- i) Building Orientation
- i) All main buildings shall include a primary entrance, porch, or verandah oriented to the street.
 - ii) No less than 10 percent of the area of the front or, where applicable, flanking elevation of any main building shall be windows and doors.
- j) Cladding
- i) Exterior cladding shall be traditional wooden clapboard, wooden shakes or a product designed to resemble these materials.
 - ii) All siding shall have an exposed face width of no more than 11.5 cm (4.5 inches).
 - iii) Cladding shall be horizontally aligned.
- k) Chimneys
- i) All chimneys must be enclosed by brick.



Vertical Cladding such as board and batten siding is not permitted.

5.7.11 Semi-Detached and Townhouse Design Requirements

Townhouses and semi-detached units are permitted in the Mixed Use Residential (R6) Zone subject to the following requirements:

- a) the structure incorporates design elements modified from one of the basic building forms described in Figure 5.1;
- b) a townhouse structure shall consist of no more than 4 townhouse units;
- c) no townhouse or semi-detached unit shall be further converted to permit additional dwelling units
- d) each townhouse or semi-detached unit shall feature the following design elements:
 - i) a private entrance facing the street;
 - ii) a front-facing gable end, porch, or dormer that matches the design, scale, and roof pitch of similar elements found on heritage structures on the same block; and
- e) all other applicable design requirements set out in this Section are satisfied.



Townhouse and semi-detached units shall feature a front facing gable, porch, or dormer that matches the style of other heritage structures on the street

The Town's Development Officer may approve a proposal that does not conform to the Architectural Design Requirements

5.7.12 Exemption from Architectural Design Requirements

A development permit may be issued for an addition or new construction that does not comply with the Architectural Design Requirements set out in this Section provided the Development Officer is satisfied that:

- a) the proposal conforms to Municipal Planning Strategy Policy R-61 and R-62: and
- b) the permit application includes all information and materials necessary to properly evaluate the proposal.

5.7.13 Converted Dwellings

- a) An existing single detached dwelling in the Mixed Use Residential (R6) Zone may be converted to permit one additional dwelling unit subject to the following requirements:
 - i) the maximum number of dwelling units permitted in any structure shall not exceed two units;
 - ii) no alteration may be undertaken to that is contrary to the regulations for additions and alterations set out in this Section; and
 - iii) any new exterior entrance must be located on the side or rear elevations of the structure

5.7.14 Accessory Buildings

- a) A building that is accessory to a heritage structure shall feature cladding, trim, and windows which match the style of the original cladding, trim, and windows found on the main building.
- b) Portable storage sheds or “baby-barns” are only permitted in a rear yard where they are not visible from any point along the front, or where applicable, flanking lot line of the subject property.
- c) Accessory buildings shall conform to all other requirements of this By-law including Part 4: General Provisions.

5.7.15 Home Based Businesses in the Mixed Use Residential (R6) Zone

In the Mixed Use Residential (R6) Zone, home based businesses are permitted subject to the following requirements:

- a) the business use is located within one of the following:
 - i) a single detached dwelling;
 - ii) a semi-detached dwelling;
 - iii) a townhouse dwelling;
 - iv) a unit within a converted dwelling that has its own independent entrance; or
 - v) a building that is accessory to a single detached dwelling, converted dwelling, or semi-detached dwelling.
- b) the dwelling is occupied as a residence by the owner of the home based business;
- c) the external appearance of the dwelling is consistent with a residential use;

- d) the business use may employ a maximum of two employees who are not residents in the dwelling;
- e) the business use occupies a maximum floor area of 80m² (861ft²);
- f) there shall be no advertising displayed other than a business identification sign which has a maximum sign area of 0.5 m² (5 ft²) and otherwise complies with the signage provisions of this by-law;
- g) no open storage or outdoor display shall be permitted;
- h) no mechanical equipment is used except that which is reasonably consistent with the residential use of the dwelling;
- i) a limited retail component is permitted provided:
 - i) the retail use is accessory to the home occupation use;
 - ii) the goods being sold are produced on the premises; and
 - iii) one off-street parking space, in addition to any other required parking, is available and reserved for use by retail customers; and
- j) any parking required by the business use shall:
 - i) be located on-site;
 - ii) be situated in the rear or side yard;
 - iii) screened from public view and from any abutting residential use by an opaque fence that is at least 1.5 m (5 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (5 ft) high following one growing season; and
 - iv) comply with the lot coverage limitations set out in subsection 5.1.16 of this By-law.

5.7.16 Fencing

- a) Fencing located anywhere in a front or flanking yard shall:
 - i) be a picket, wrought iron, cast iron, stone, or post and rail style fence; and
 - ii) not exceed 1.0 m (3.3 ft) in height.
- b) Opaque privacy fencing is not permitted within a front yard or flanking yard.
- c) All fencing shall conform to all other requirements of this By-law including Part 4: General Provisions.

5.7.17 Commercial Uses

Limited commercial uses such as office and professional uses, personal service shops, artist studios, and cafés are permitted in the Mixed Use Residential (R6) Zone subject to the following requirements:

- a) the commercial use shall:
 - i) share a structure with a single residential dwelling unit;
 - ii) occupy less than 50 percent of the structure's floor area above grade;
 - iii) not include any outdoor display or outdoor storage; and
 - iv) be wholly enclosed within a structure;

- b) any parking required by the commercial use shall:
 - i) be located on-site;
 - ii) be situated in the rear or side yard;
 - iii) be separated from a public right-of-way or neighbouring residential use by an opaque fence that is at least 1.5 m (5 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (5 ft) high following one growing season;
 - iv) comply with the lot coverage limitations set out in subsection 5.1.16 of this By-law; and
 - v) be accessible via a driveway that is situated on the same property as the commercial use and not shared by another property;
- c) the commercial use may include the use of an accessory building for storage; and
- d) the commercial use may include a limited retail component provided:
 - i) the retail use is accessory to the commercial use; and
 - ii) the retail use does not occupy more than 25 percent of the floor area of the commercial use.

5.8 Heritage Residential (R7) Zone

5.8.1 Permitted Uses

Table 5.20 lists the uses that are permitted in the Heritage Residential (R7) Zone subject to all applicable requirements of this By-law:

5.8.2 Uses Permitted with Special Conditions

Table 5.21 lists uses that are permitted in the Heritage Residential (R7) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.20: R7 Zone Permitted Uses

Community Gardens	Single Detached Dwellings
Parks	Sports Fields & Courts
Playgrounds	

Table 5.21: R7 Zone Conditional Uses

Artists Studios	Home Based Businesses
Bed & Breakfasts	Office & Professional Uses
Community Homes	Personal Services
Converted Dwellings (up to 2 units)	Two Unit Dwellings

5.8.3 Zone Requirements

The following requirements apply to the Heritage Residential (R7) Zone:

Table 5.22: R7 Zone Requirements

Minimum Lot Area	Single Detached/Converted	500 m ²	5382 ft ²
	Two Unit	550 m ²	5920 ft ²
Minimum Lot Frontage	Single Detached/Converted/Two Unit	15.25 m	50 ft
Minimum Front Yard		3.0 m	10 ft
Minimum Rear Yard		7.5 m	25 ft
Minimum Side Yard	Single Detached/Converted/Two-Unit	One Side	2.5 m / 8 ft
		Other Side	3.5 m / 12 ft
Minimum Flanking Yard		3.0 m	10 ft
Maximum Building Height		11.0 m	36 ft

5.8.4 Uses Permitted only by Development Agreement

The following uses may be considered only by development agreement in the Heritage Residential (R7) Zone:

- a) Institutional (P3) Zone Uses in accordance with Policy I-12 of the Municipal Planning Strategy.

5.8.5 Architectural Design Requirements to Apply

Except where permitted in accordance with subsection 5.8.6, subsection 5.8.11, or where otherwise permitted by this By-law, a development permit will not be issued for any new structure, alteration, or addition in the Heritage Residential (R7) Zone unless the proposed structure, alteration or addition conforms to the architectural design requirements set out in the subsections 5.8.7 through 5.8.10.

5.8.6 Exemptions from Architectural Design Requirements

The following types of development shall be exempt from the architectural design requirements set out in subsections 5.8.7 to 5.8.10:

- a) a proposed new main building where the design is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
- b) a proposed addition or alteration where the design will bring the main building into conformance with an architectural style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
- c) a proposed addition or alteration that will not be visible from any point along the front lot line or, where applicable, the flanking lot line of the subject property.

5.8.7 Physical Form

- a) New buildings in the Heritage Residential (R7) Zone shall be designed and constructed based on one of the basic building forms described in Figure 5.4.
- b) Proposed new buildings that do not conform to one of the basic building forms described in Figure 5.4 may be permitted where it can be demonstrated that the architectural style of the proposed structure is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones.

5.8.8 Additions

- a) An existing structure in the Heritage Residential (R7) Zone that conforms to one of the basic building forms described in Figure 5.4 may be expanded provided:
 - i) the addition is consistent with the original structure in terms of architectural style and design elements;
 - ii) the addition is not identified as prohibited in Figure 5.6; and
 - iii) the addition conforms to the guidelines for additions illustrated in Figure 5.5.
- b) An existing structure in the Heritage Residential (R7) Zone that does not conform to one of the basic building forms described in Figure 5.4 may be expanded provided that the addition:
 - i) is consistent with the original structure in terms of architectural style and design elements where it can be demonstrated that the style of the existing structure is consistent with a style that is represented by two or more heritage structures within the Mixed Use Residential (R6) or Heritage Residential (R7) Zones; or
 - ii) is designed to bring the structure into conformance, or more into conformance, with one of the basic building forms described in Figure 5.4.

Figure 5.4: Basic Building Forms

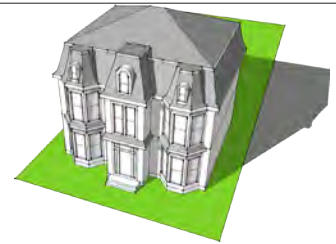
Greek Revival

1 ½ to 2 ½ storey construction with a medium to steep pitch simple gable roof. Structure features a front facing main gable with a symmetrical facade design.



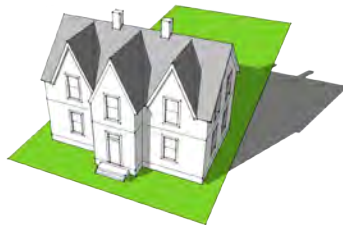
Second Empire

1 ½ to 2 ½ storey construction with a steep pitch mansard roof that features projecting front bays and multiple dormers.



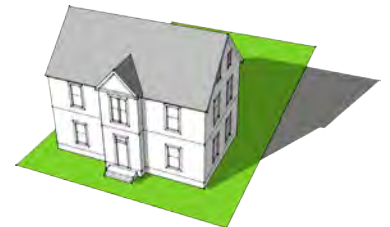
Gothic Revival/Picturesque

1 ½ storey construction with a steep pitch gable roof with main facade on long elevation and side facing gable ends. 1 - 3 dormers on facade with steep pitch gable roofs.



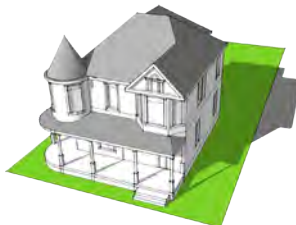
New England Colonial

2 ½ storey construction with a steep pitch gable roof with side facing gable ends. Style features central front entrance and symmetrical facade.



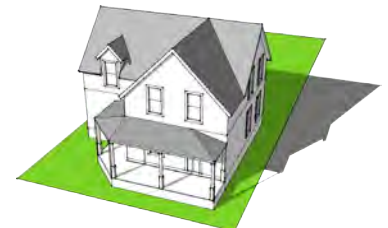
Queen Anne Revival

2 to 2 ½ storey with irregular massing. Steep pitch hip roof with gable dormers. Features additional bays, verandahs, decorative trim, and may include a corner tower.



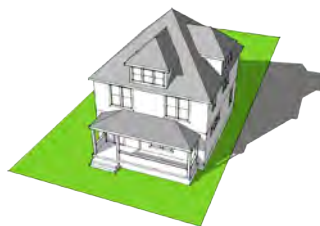
Folk Victorian

1 ½ to 2 ½ storey construction with a front facing gable roof. Style is essentially Greek Revival with Queen Anne details such as decorative trim and a verandah.



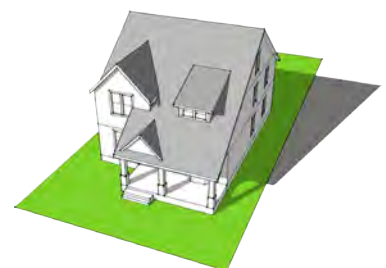
Four Square

2 ½ storey square construction with steep pitched hip roof, and single or multiple hip-roof dormers. May include front verandah.



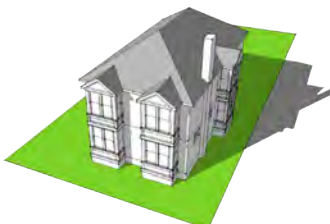
Shingle

2 to 2 ½ storey construction with a steeply pitched gable roof extending down to the first floor. Roof may feature a large cross gable, shed dormers and accent gables.



Italianate

2 to 2 ½ storey construction with a low pitch hip roof and double two storey square front bays. Style often features a side entry with a covered porch.



Craftsman

1 ½ storey construction with a large roof that sweeps down to cover the front porch. Form usually includes a central dormer window.

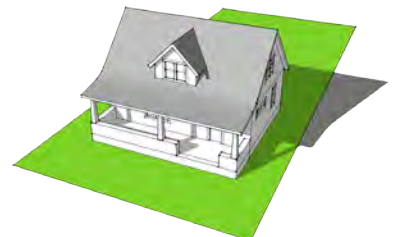
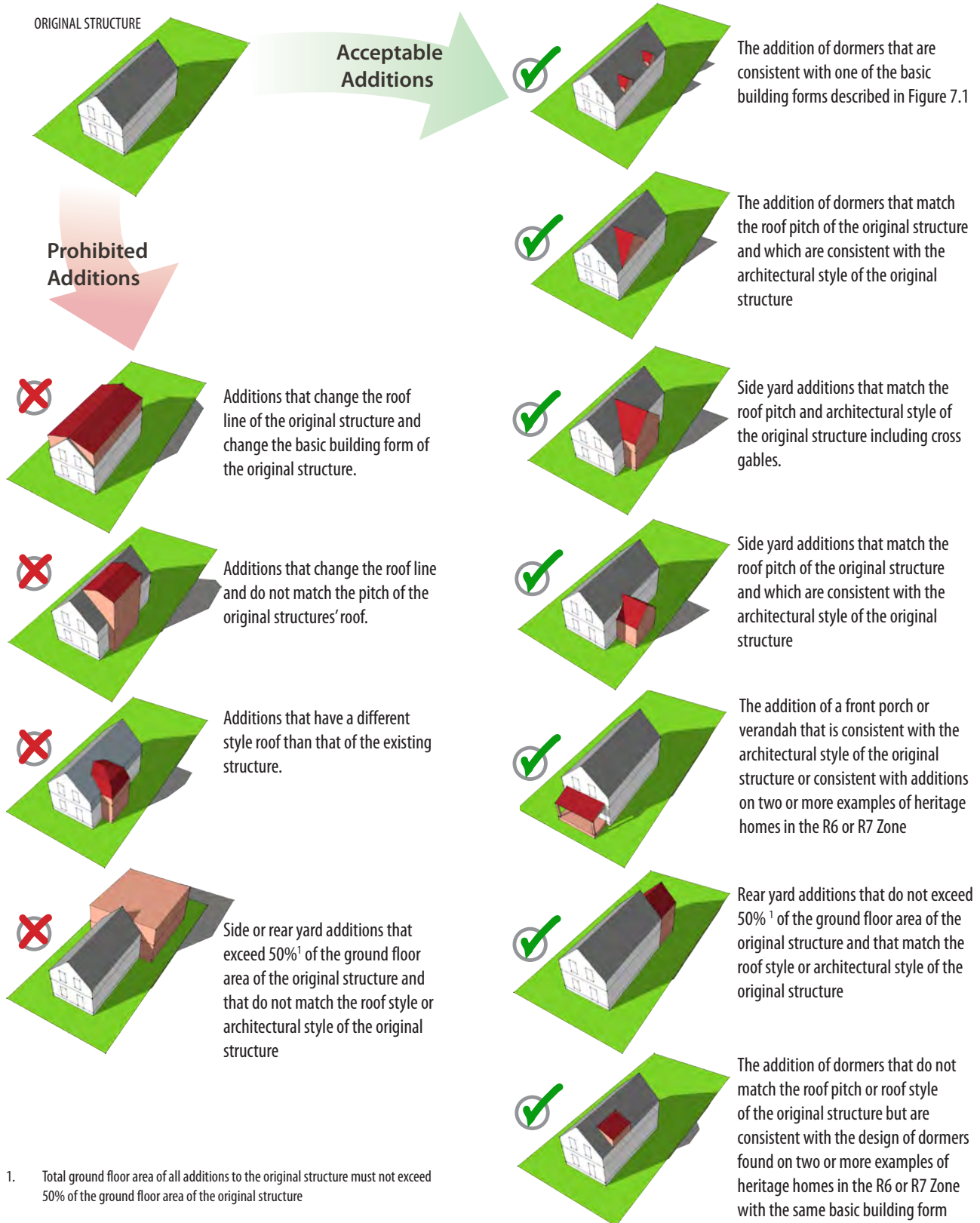


Figure 5.5: Design Requirements for Additions



- c) Expansions to existing structures within the Heritage Residential (R7) Zone shall not increase the ground floor area of the original structure by more than 50 percent.

5.8.9 Alterations

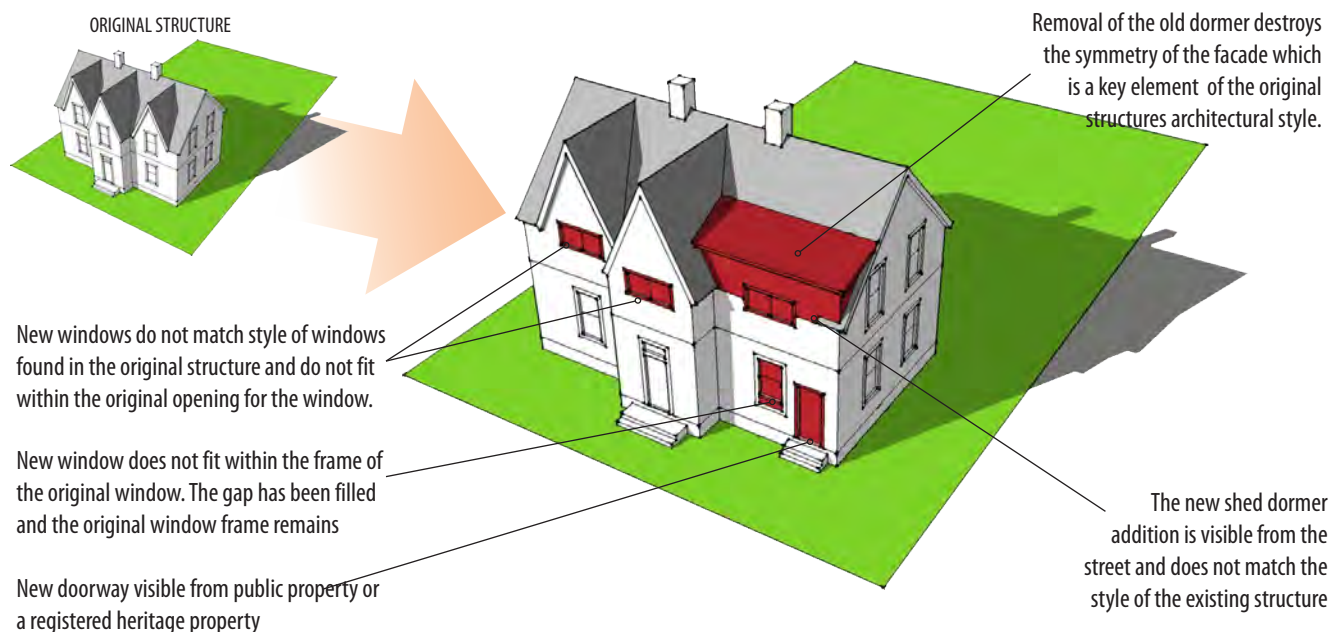
Alterations to an existing structure in the Heritage Residential (R7) Zone that do not include an addition or expansion, such as the removal of a dormer or porch, are permitted where the proposed alteration:

- a) includes the removal of additions to the original structure; and
- b) is not visible from the street; or
- c) does not affect any architectural elements that are necessary in order for the existing structure to conform to a basic building form described in Figure 5.4.

5.8.10 Architectural Elements

- a) Windows
 - i) All new windows shall be vertically oriented double or single hung windows with a minimum width to height ratio of 1:1¾.
 - ii) New windows in an existing structure or addition shall match the size, width to height ratio, and style of windows found on the original structure.
 - iii) Replacement windows shall be sized to fit the existing opening in the original structure.
 - iv) Notwithstanding clause (iii), a replacement window may be enlarged or reduced in size provided the size of the existing window is not integral to maintaining symmetry or a defining element of the existing structure's architectural style.

Figure 5.6 Prohibited Alterations



- v) Where a new window or replacement window is installed, the exterior window trim and, where applicable, the surrounding siding must be refinished to fit the new window size and to match the trim on the original structure.
- vi) Ornamental windows, transom windows, piano windows, and picture windows are exempt from the requirements set out in clauses (i) and (ii) provided these windows are typically associated with the architectural style of the structure.



Traditional double or single hung windows are preferred with a minimum width to height ratio of 1:1¼



Replacement windows shall be the same style as the original window and shall be the same size as the original window unless the window frame and trim is resized.

b) Doors

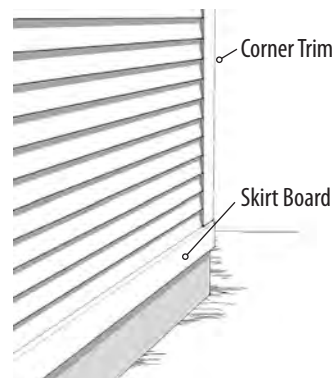
- i) Doors shall be a traditional paneled design.
- ii) Replacement doors shall be sized to fit the existing opening in the original structure.
- iii) Notwithstanding clause (ii), a replacement door may be enlarged or reduced in size provided the exterior door trim and, where applicable, the surrounding siding must be refinished to fit the new door size and to match the trim on the original structure.
- iv) In addition to the primary entrance, additional exterior doors are permitted on a side or rear elevation.
- v) On a corner lot, new exterior doors are not permitted on a flanking elevation.
- vi) Where a new door is installed, the trim around the door must match the window and door trim on the original structure.



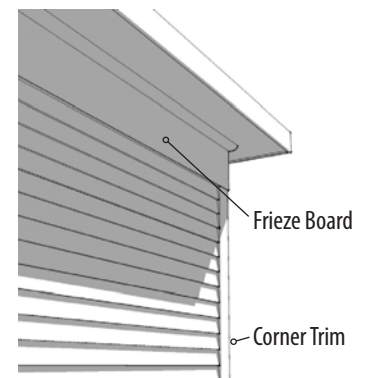
Doors shall be a traditional panel design.

c) Trim

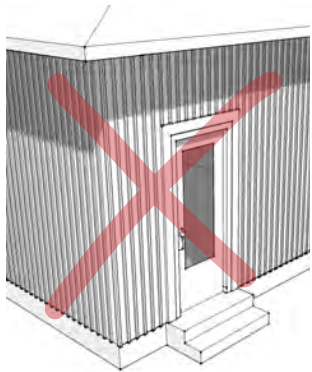
- i) For existing structures and new additions, all windows and doors shall be trimmed in a manner that is consistent with the window and door trim found on the original structure.
- ii) For new structures, all windows and doors shall feature trim that is at least 15 cm (6 inches) wide.
- iii) New structures shall include a frieze board, skirt board, and corner trim.
- iv) Expansions to existing structures shall include trim that matches the existing structure



New structures shall feature corner trim and a skirt board.

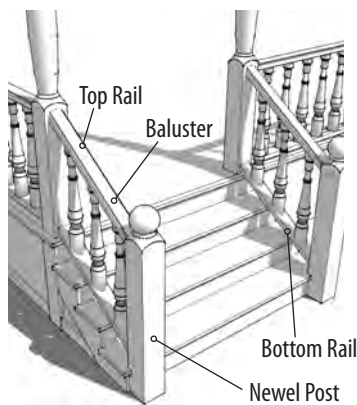


New structures shall also feature a frieze board.



Vertical Cladding such as board and batten siding is not permitted.

- d) Cladding
 - i) Exterior cladding shall be traditional wooden clapboard, wooden shakes or a product designed to resemble these materials.
 - ii) All siding shall have an exposed face width of no more than 11.5 cm (4.5 inches).
 - iii) Cladding shall be horizontally aligned.
- e) Dormers
 - i) Dormers may be added to an existing structure that conforms to one of the basic building forms illustrated in figure 5.4 provided the dormer is consistent with the basic building form and architectural detailing of the original structure.
 - ii) Dormers may be added to an existing structure that does not conform to one of the basic building forms illustrated in Figure 5.4 provided the dormer is designed to bring the structure into conformance, or more into conformance, with one of the basic building forms illustrated in Figure 5.4.
 - iii) Shed dormers shall not exceed 30 percent of the surface area of the roof.
 - iv) All dormers on new and existing structures shall conform to the Design Requirements for Additions described in Figure 5.5.
- f) Skylights
 - i) Skylights are not permitted on any structure in the Heritage Residential (R7) Zone except where otherwise permitted in this Section.
- g) Shutters
 - i) Shutters are not permitted on any structure in the Heritage Residential (R7) Zone except where the shutters are either operable or sized in such a way that they would be large enough to cover the window if they were operable.



Exterior Stairs shall feature a top and bottom rail, balusters, and a newel post

- h) Chimneys
 - i) All chimneys must be enclosed by brick.
- i) Exterior Stairs
 - i) Exterior stairs that extend beyond the ground floor of any structure are not permitted on the front or flanking elevation of any structure.
 - ii) Exterior stairs that require a handrail shall be finished with a top and bottom rail, balusters, and capped newel post.
 - iii) Balusters, rails, and newel posts on an existing structure shall be of a style that compliments any existing trim on the original structure.
 - iv) Where exterior stairs featuring a balustrade are to be added to an existing structure the style of the top and bottom rail, balusters, and newel post shall compliment or match the style of any existing exterior stairs except where the existing stairs are inconsistent with the style of trim found on the original structure.

- j) Porches and Verandahs
 - i) Porches and verandahs are permitted on all basic building forms illustrated in Figure 5.4.
 - ii) Porches and verandahs shall be designed in a manner that is consistent with the basic building form of the original structure or designed in a manner that will bring the structure into conformance, or more into conformance, with one of the basic building forms described in Figure 5.4.
 - iii) The addition of porches and verandahs on Second Empire building forms will only be permitted where it can be demonstrated the roof style of the addition either matches or compliments the style of the original structure.
 - iv) The addition of porches and verandahs on symmetrical examples of Gothic Revival/Picturesque building forms will only be permitted where it can be demonstrated the addition does not make the facade asymmetrical.

5.8.11 Exemption from Architectural Design Requirements

A development permit may be issued for an addition or new construction that does not comply with the Architectural Design Requirements set out in this Section provided the Development Officer is satisfied that:

- a) the proposal conforms to Municipal Planning Strategy Policy R-61 and R-62; and
- b) the permit application includes all information and materials necessary to properly evaluate the proposal.

The Town's Development Officer may approve a proposal that does not conform to the Architectural Design Requirements

5.8.12 Accessory Buildings

- a) A building that is accessory to a heritage structure shall feature cladding, trim, and windows which match the style of the original cladding, trim, and windows found on the main building.
- b) Portable storage sheds or “baby-barns” are only permitted in a rear yard where they are not visible from any point along the front, or where applicable, flanking lot line of the subject property.
- c) Accessory buildings shall conform to all other requirements of this By-law including Part 4: General Provisions.

5.8.13 Fencing

- a) Fencing located anywhere in a front or flanking yard shall:
 - i) be a picket, wrought iron, cast iron, stone, or post and rail style fence; and
 - ii) not exceed 1.0 m (3.3 ft) in height.
- b) Opaque privacy fencing is not permitted in a front or flanking yard.
- c) Fencing shall conform to all other requirements of this By-law including Part 4: General Provisions.

5.8.14 Converted Dwellings

An existing single detached dwelling in the Heritage Residential (R7) Zone may be converted to permit one additional dwelling unit subject to the following requirements:

- a) the maximum number of dwelling units permitted in any structure shall not exceed two units;
- b) parking for the additional unit is situated in a rear or side yard;
- c) no alteration may be undertaken to that is contrary to the regulations for additions and alterations set out in this Section; and
- d) any new exterior entrance must be located on the side or rear elevations of the structure and must conform to the regulations for alterations as set out in this Section.

5.8.15 Two Unit Dwellings

Two unit dwellings are permitted in the Heritage Residential (R7) Zone subject to the following requirements:

- a) the structure conforms to the following design requirements:
 - i) there is only one entrance facing the street;
 - ii) the structure conforms with one of the basic building forms described in Figure 5.4;
- b) parking is situated in the rear or side yard;
- c) a unit within a two-unit dwelling may not be further converted to permit additional dwelling units
- d) all other applicable design requirements set out in this Section are satisfied.

5.8.16 Home Based Businesses in the Heritage Residential (R7) Zone

In the Heritage Residential (R7) Zone, home based businesses are permitted subject to the following requirements:

- a) the business use is located within one of the following:
 - i) a single detached dwelling;
 - ii) a semi-detached dwelling;
 - iii) a townhouse dwelling;
 - iv) a unit within a converted dwelling that has its own independent entrance; or
 - v) a building that is accessory to a single detached dwelling, converted dwelling, or semi-detached dwelling.
- b) the dwelling is occupied as a residence by the owner of the home based business;
- c) the external appearance of the dwelling is consistent with a residential use;
- d) the business use may employ a maximum of two employees who are not residents in the dwelling;
- e) the business use occupies a maximum floor area of 80m² (861ft²);
- f) there shall be no advertising displayed other than a business identification sign which has a maximum sign area of 0.5 m² (5 ft²) and otherwise complies with the signage provisions of this by-law;
- g) no open storage or outdoor display shall be permitted;

- h) no mechanical equipment is used except that which is reasonably consistent with the residential use of the dwelling;
- i) no retail sales are permitted; and
- j) any required parking shall be:
 - i) located on-site;
 - ii) situated in the rear or side yard;
 - iii) comply with the lot coverage limitations set out in subsection 5.1.16 of this By-law; and
 - iv) screened from public view and from any abutting residential use by an opaque fence that is at least 1.5 m (5 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (5 ft) high following one growing season.

5.8.17 Commercial Uses

Limited commercial uses such as office and professional uses, personal service shops, and artist studios, are permitted in the Heritage Residential (R7) Zone subject to the following requirements:

- a) the commercial use shall:
 - i) share a structure with a single residential dwelling unit;
 - ii) occupy no more than 50 percent of the structure's floor area above grade;
 - iii) not include any outdoor display or outdoor storage; and
 - iv) be wholly enclosed within a structure;
- b) any parking required by the commercial use shall:
 - i) be located on-site;
 - ii) be situated in the rear or side yard;
 - iii) not be visible from a public right-of-way or neighbouring residential use unless the parking has been screened from view by an opaque fence that is at least 1.5 m (5 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (5 ft) high following one growing season;
 - iv) comply with the lot coverage limitations set out in subsection 5.1.16 of this By-law; and
 - v) be accessible via a driveway that is situated on the same property as the commercial use and not shared by another property;
- c) the commercial use may include the use of an accessory building for storage; and
- d) the commercial use may include a limited retail component provided:
 - i) the retail use is accessory to the commercial use and only includes the sale of products that are produced on site; and
 - ii) the retail use does not occupy more than 25 percent of the floor area of the commercial use.

5.9 Rural Residential (R8) Zone

5.9.1 Permitted Uses

Table 5.23 lists the uses that are permitted in the Rural Residential (R8) Zone subject to all applicable requirements of this By-law:

5.9.2 Uses Permitted with Special Conditions

Table 5.24 lists uses that are permitted in the Rural Residential (R8) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.23: R8 Zone Permitted Uses

Agricultural Uses	Memorial Parks
Artist Studios	Parks
Cemeteries	Places of Worship
Community Gardens	Playgrounds
Forestry Uses	Single Detached Dwellings
Golf Courses	Sports Fields & Courts
Governmental Uses	Walkways & Trails

Table 5.24: R8 Zone Conditional Uses

Bed & Breakfasts	Home Based Businesses
Community Homes	Kennels
Converted Dwelling (up to 2 units)	Residential Care Facilities
Day Care Centres	

5.9.3 Zone Requirements

The following requirements apply to the Rural Residential (R8) Zone:

Table 5.25: R8 Zone Requirements

	<i>General Requirements</i>		<i>Existing or Infill Lots</i>	
Minimum Lot Area (NSDOEL Approval Required)	3716.0 m ²	40,000 ft ²	1860 m ²	20,022 ft ²
Minimum Lot Frontage	46.0	151 ft	30.0 m	98 ft
Minimum Front Yard	15.0	49 ft	10.0 m	33 ft
Minimum Rear Yard	23.0	75 ft	10.0 m	33 ft
Minimum Side Yard	9.0	30 ft	3.5 m	11 ft
Minimum Flanking Yard	15.0	49 ft	10.0 m	33 ft
Maximum Building Height	11.0	36 ft	11.0 m	36 ft

5.9.4 Buildings Intended for the Keeping of Animals

No development permit shall be issued for any barn, kennel, stable, or other building intended for the keeping of animals within 9.0 m (30 ft) of any lot line.

5.9.5 Existing Lots

A single detached dwelling may be erected on an existing lot provided the lot has frontage on a public road and the development conforms to the lot requirements for Existing or Infill Lots as set out in Table 5.25.

5.9.6 New Lots

The minimum lot area and frontage requirements for Existing or Infill Lots in Table 5.25 shall apply to the creation of lots that:

- a) have frontage on a public road; and
- b) are located between two existing dwellings that are no more than 61 m (200 ft) apart.

5.10 Watershed Residential (R9) Zone

5.10.1 Permitted Uses

Table 5.26 lists the uses that are permitted in the Watershed Residential (R9) Zone subject to all applicable requirements of this By-law:

5.10.2 Uses Permitted with Special Conditions

Table 5.27 lists uses that are permitted in the Watershed Residential (R9) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 5.1, General Provisions for Residential Zones.

Table 5.23: R8 Zone Permitted Uses

Existing Agricultural Uses	Playgrounds
Forestry Uses	Single Detached Dwellings
Parks	Sports Fields & Courts

Table 5.24: R8 Zone Conditional Uses

Bed & Breakfasts	Home Based Businesses
Converted Dwellings (up to 2 units)	Kennels
Day Care Centres	

5.10.3 Zone Requirements

The following requirements apply to the Watershed Residential (R9) Zone:

Table 5.28: R9 Zone Requirements

Minimum Lot Area (NSDOEL Approval Required)	3716.0 m ²	40,000 ft ²
Minimum Lot Frontage	46.0	151 ft
Minimum Front Yard	15.0	49 ft
Minimum Rear Yard	23.0	75 ft
Minimum Side Yard	9.0	30 ft
Minimum Flanking Yard	15.0	49 ft
Maximum Building Height	11.0	36 ft

5.10.4 Buildings Intended for the Keeping of Animals

No development permit shall be issued for any barn, kennel, stable, or other building intended for the keeping of animals within 9.0 m (30 ft) of any lot line.

5.10.5 Lots Fronting of Collector Roads

A development permit shall not be issued for a residential use in the Watershed Residential (R9) Zone unless the use is located on a lot which has frontage on a collector or arterial road as identified on the Transportation Map found in Part 10: Infrastructure of this Municipal Planning Strategy.

6 • Commercial Zones

Commercial Zones

C1	Downtown Commercial	C3	Local Commercial	C5	Adult Entertainment
C2	Limited Commercial	C4	General Commercial		

Permitted Uses Table¹

Use	Zones Permitted					Development Agreement Only
Accommodations	C1	C2	C4	C5		
Adult Entertainment	C5					
Animal Hospitals and Shelters	C1	C2	C4	C5		
Automobile Sales and Rentals	C1	C2	C4	C5		
Automobile Service	C1	C2	C4	C5		
Banks and Financial Institutions	C1	C2	C4	C5		
Bed & Breakfasts	C1	C2				
Beverage Room, Lounge, Cabaret,	C1	C4	C5			
Car Wash	C1	C2	C4	C5		
Commercial Schools	C1	C2	C4	C5		
Community Centres	C1	C2	C4	C5		
Construction Industries	C4	C5				
Convenience Stores	C1	C2	C4	C5	C3	
Day-care Centre	C1	C2	C4			
Dressmaking and Tailoring	C1	C2	C3	C4	C5	
Dry-cleaning and Laundry	C1	C2	C3	C4	C5	
Educational Uses	C1	C2	C4	C5		
Emergency Services	C1	C2	C4	C5		
Funeral Homes	C1	C2	C4	C5		
Garden and Nursery Sales and Supplies	C1	C2	C4	C5		
Governmental	C1	C2	C4	C5		
Health Care	C1	C2	C4	C5		
Homes for Special Care	C1	C2	C4	C5		
Industrial Equipment Sales and Service	C5					
Manufacturing, Processing, and Assembly	C5					
Medical Clinics	C1	C2	C3	C4	C5	
Office and Professional	C1	C2	C3	C4	C5	

Use	Zones Permitted					Development Agreement Only
Parking Lots and Structures	C1	C2	C4	C5		
Parks	C1	C2	C4			
Personal Service Shop	C1	C2	C3	C4	C5	
Photographic and Artist Studios	C1	C2	C3	C4	C5	
Places of Assembly	C1	C2	C4	C5		
Places of Worship	C1	C2	C4	C5		
Playgrounds	C1	C2	C4			
Printing Establishments	C1	C2	C3	C4	C5	
Private Clubs	C1	C2	C4	C5		
Recreational Vehicle Sales and Service	C1	C4	C5			
Recycling Depot	C4	C5				
Repair Shop	C1	C2	C3	C4	C5	
Residential Care Facilities	C1	C2	C4	C5		
Residential Uses (multiple units)						C1 C2 C4
Residential Uses (1-4 units)	C1	C2				
Residential Uses (1-2 units)	C1	C2	C3			
Restaurant	C1	C2	C4	C5		
Retail Lumber and Building Supplies	C1	C2	C4	C5		
Retail Stores	C1	C2	C4	C5		
Service Clubs and Fraternal Organizations	C1	C2	C4	C5		
Sports Fields & Courts	C1	C2	C4	C5		
Stadia and Auditora	C1	C2	C4	C5		
Taxi and Bus Station	C1	C2	C4	C5		
Television, Radio, and Communications	C4	C5				
Transportation Facilities and Depots	C1	C2	C4	C5		
Warehousing, Moving & Storage	C4	C5				
Wholesale Uses	C4	C5				

1. This permitted uses table is intended to provide a general list of permitted uses in each zone. This table is provided for convenience only and reference should be made to the section and policies corresponding to each zone for a complete list of permitted uses, uses permitted only by development agreement, and uses that are subject to special requirements.

6.1 General Provisions for Commercial Zones

6.1.1 Abutting Yard Requirements

Where a property in a commercial zone abuts a residential, public use, environmental or institutional zone, the following requirements shall apply to any abutting yard within the commercial zone:

- a) the minimum setback requirement for an abutting yard shall be 6.0 m (20 ft);
- b) no open storage or outdoor display shall be permitted within a required yard; and
- c) additional restrictions on signage, parking, and loading in an abutting yard can be found in Part 4 of this By-law.

6.1.2 Animal Hospitals and Shelters

- a) No development permit shall be issued for an animal hospital or shelter unless:
 - i) the proposed use is situated at least 60 m (197 ft) from a Residential Zone and 70 m (230 ft) from an existing residential use;
 - ii) the use is limited to a wholly enclosed building which meets sound transmission class of at least 50 as prescribed in the National Building Code;
 - iii) the use is contained in a building ventilated in accordance with Section 6.2.2 Ventilation of the National Building Code;
- b) All exterior runs for animals shall:
 - i) be directly connected to the interior compound assigned to the same animal;
 - ii) be covered by a weather proof roof over the entire extent of the run;
 - iii) not be visible from a public right-of-way or neighbouring property unless the run has been screened from view by an opaque fence that is at least 1.5 m (6 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (6 ft) high following one growing season; and
 - iv) not be situated within any required yard.
- c) A development permit may be issued for accessory corrals/pens in which animals of less than twelve months old may be kept outdoors for not more than six hours during daylight time provided:
 - i) the corral/pen is located within the area between the exterior runs or the main building and any required yard or buffer area; and
 - ii) the corral/pen shall not exceed 36.0 m in area.

6.1.3 Automobile Service Stations

Where automobile service stations are permitted in a commercial zone, the following special provisions shall apply:

- a) the minimum lot frontage shall be 46 m (151 ft);
- b) no portion of any pump island shall be located closer than 6 m (20 ft) from any street line;
- c) the minimum distance between driveways shall not be less than 9 m (30 ft);
- d) the minimum distance from a driveway to a street intersection shall not be less than 15 m (49 ft);

- e) the minimum angle of intersection of a driveway to a street line shall be forty-five degrees; and
- f) the width of a driveway shall be a minimum of 6 m (20 ft) and a maximum of 8 m (26 ft) measured at the property line.

6.1.4 Car Washes

- a) Where listed as a permitted use in a Commercial Zone, a car wash may be permitted subject to the following requirements:
 - i) in the Downtown Commercial (C1) Zone, the car wash must be accessory to an automobile service use;
 - ii) the car wash must be situated within a wholly enclosed permanent structure except in the General Commercial (C4) or Adult Entertainment (C5) Zone;
 - iii) a car wash in the General Commercial (C4) or Adult Entertainment (C5) must be situated in a partially enclosed permanent structure; and
 - iv) all car wash bays or automated car washes must include an oil water separator.
- b) Mobile car washes are not permitted within any Commercial Zone.

6.1.5 Yard abutting Railway

Where a property in a commercial zone abuts a right-of-way for an existing railway line, setback requirements do not apply to any yard which directly abuts the railway right-of-way.

6.2 Downtown Commercial (C1) Zone

6.2.1 Permitted Uses

Table 6.1 lists uses that are permitted in the Downtown Commercial (C1) Zone subject to all applicable requirements of this By-law.

6.2.2 Uses Permitted with Special Conditions

Table 6.2 lists uses that are permitted in the Downtown Commercial (C1) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 6.1, General Provisions for Commercial Zones.

Table 6.1: C1 Zone Permitted Uses

Accommodations	Parking Lots and Structures
Banks and Financial Institutions	Parks
Bed & Breakfasts	Personal Service Shop
Beverage Room, Lounge, Cabaret,	Photographic and Artist Studios
Commercial Schools	Places of Assembly
Community Centres	Places of Worship
Convenience Stores	Playgrounds
Day-care Centre	Printing Establishments
Dressmaking and Tailoring	Private Clubs
Dry-cleaning and Laundry	Repair Shop
Educational Uses	Residential Care Facilities
Emergency Services	Restaurant
Funeral Homes	Retail Lumber and Building Supplies
Garden and Nursery Sales and Supplies	Retail Stores
Governmental	Service Clubs and Fraternal Organizations
Health Care	Sports Fields & Courts
Homes for Special Care	Stadia and Auditora
Medical Clinics	Taxi and Bus Station
Office and Professional	Transportation Facilities and Depots

Table 6.2: C1 Zone Conditional Uses

Animal Hospitals and Shelters	Car Wash
Automobile Rentals and Sales	Residential (up to four units)
Automobile Service	

6.2.3 Zone Requirements

The following requirements apply to the Downtown Commercial (C1) Zone:

Table 6.3: C1 Zone Requirements

Minimum Lot Area		450.0 m ²	5382 ft ²
Minimum Lot Frontage		15.0 m	50 ft
Minimum Front Yard		0.0 m	0 ft
Minimum Rear Yard	Abutting a Commercial or Industrial Zone	0.0 m	0 ft
	Abutting a Residential or Other Zone	6.0 m	20 ft
Minimum Side Yard	Abutting a Commercial or Industrial Zone	0.0 m	0 ft
	Abutting a Residential or Other Zone	6.0 m	20 ft
Minimum Flanking Yard		0.0 m	0 ft
Maximum Building Height		no limit	no limit

6.2.4 Maximum Commercial Floor Area

Unless otherwise provided for in this by-law, no development permit shall be issued in the Downtown Commercial (C1) Zone for an expansion or new development that would result in a commercial floor area in excess of 3252.0 m² (35,000 ft²).

6.2.5 Existing Permitted Uses

- a) Existing residential uses in the Downtown Commercial (C1) Zone are permitted subject to the requirements of the Two Unit Residential (R2) Zone.
- b) The following existing commercial uses are permitted in the Downtown Commercial (C1) Zone subject to the requirements of the General Commercial (C4) Zone:
 - i) Blaikies Dodge Chrysler Ltd. (19 Waddell Street LIMS #20195954, 28 Waddell Street LIMS #20196473);
 - ii) Pye Chevrolet Oldsmobile Ltd. (464 Prince Street LIMS #20150017, 478 Prince Street LIMS #20150009, 482 Prince Street LIMS #20149993, 490 Prince Street LIMS #20360954, 10 Willow Street LIMS #20360962, 12 Willow Street LIMS #20149969);

6.2.6 Uses Permitted only by Development Agreement

The following uses may be considered only by development agreement in the Downtown Commercial (C1) Zone:

- a) Multiple Unit Dwellings (more than 4 units) in accordance with Municipal Planning Strategy Policy C-19;
- b) Downtown Commercial (C1) Zone uses with a commercial floor area in excess of 3251.0 m² (35,000 ft²) in accordance with Municipal Planning Strategy Policy C-27; and
- c) Expansions of existing car dealerships identified in subsection 6.2.3 that do not comply with the expansion provisions set out in clause 6.2.8 in accordance with Municipal Planning Strategy Policy C-32.

6.2.7 Special Provisions for Residential Uses

An existing building in the Downtown Commercial (C1) Zone may be converted to permit up to four dwelling units and may, except for properties having frontage on Inglis Place, include ground floor residential dwelling units.

6.2.8 Civic Block Height Limit

No development permit shall be issued for a development in excess of 10.5 m within the the Civic Block, which comprises the block of land bounded by Prince Street, Young Street, Victoria Street, and Forrester Street.

6.2.9 Automobile Sales and Rentals

- a) No development permit shall be issued for an automobile rental use in a Downtown Commercial Zone (C1) unless:
 - i) there is a minimum of 290 m² (3122 ft²) of unobstructed parking area dedicated to the storage of vehicles available for rent;
 - ii) the parking required pursuant to clause (i) is designed in accordance with the parking area design standards and specifications set out in Section 4.2 of this By-law; and
 - iii) the automobiles available for rent are passenger cars or trucks with a TARE weight of 3,650 kg (8050 lbs.) or less.
- b) No development permit shall be issued for an accessory automobile sales use unless:
 - i) the main use is a legally existing automobile service use, car wash, or an automobile repair garage;
 - ii) the proposed outdoor display of automobiles is located on the same lot as the main use and is limited to a maximum of four vehicles ; and
 - iii) all signage associated with the automobile sales is limited to a maximum of 2 “For Sale” signs located within the automobile displayed for sale, each sign shall be limited to 0.1 m² (1 ft²) in total sign area.
- c) No development permit shall be issued for an indoor automobile showroom unless:
 - i) The proposed showroom is wholly enclosed within a building; and
 - ii) there is no outdoor display of automobiles associated with or located on the same property as the proposed indoor showroom.
- d) An existing car dealership identified in clause 6.2.5(b), may expand onto an abutting lot or a lot situated at least partly within 24 m (79 m) of the existing use provided that any previous expansion of an existing car dealership onto an abutting lot or a lot situated at least partly within 24 m (79 m) of the existing use occurred prior to October 1, 1992.
- e) Expansions to existing car dealerships that do not comply with the expansion provisions set out in clause 6.2.9(d) may be permitted by development agreement only.

6.2.10 Retail Display on Public Sidewalks

No development permit shall be issued for retail display on a public sidewalk unless:

- a) there is a maximum of one retail display per business use;
- b) the retail display includes either the display of merchandise or a sandwich board sign, but not both;
- c) the retail display is only set up during the hours of operation for the associated use;
- d) the retail display is only set up from May 1st to October 31st;
- e) the retail display does not extend into the sidewalk from the abutting lot line a distance greater than one quarter of the available sidewalk or 1.2 m (4 ft²) whichever is less;
- f) the public sidewalk is greater than 1.5 m (5 ft) in width;
- g) the sign or display are self supporting and displayed in manner deemed safe by the Development Officer; and
- h) not be closer than 1.5 m (5 ft) to any other object including but not limited to:
 - i) traffic signs;
 - ii) meter posts;
 - iii) trees;
 - iv) mail box; or
 - v) flower box.

6.2.11 Canopies Erected Over a Public Right-of-way

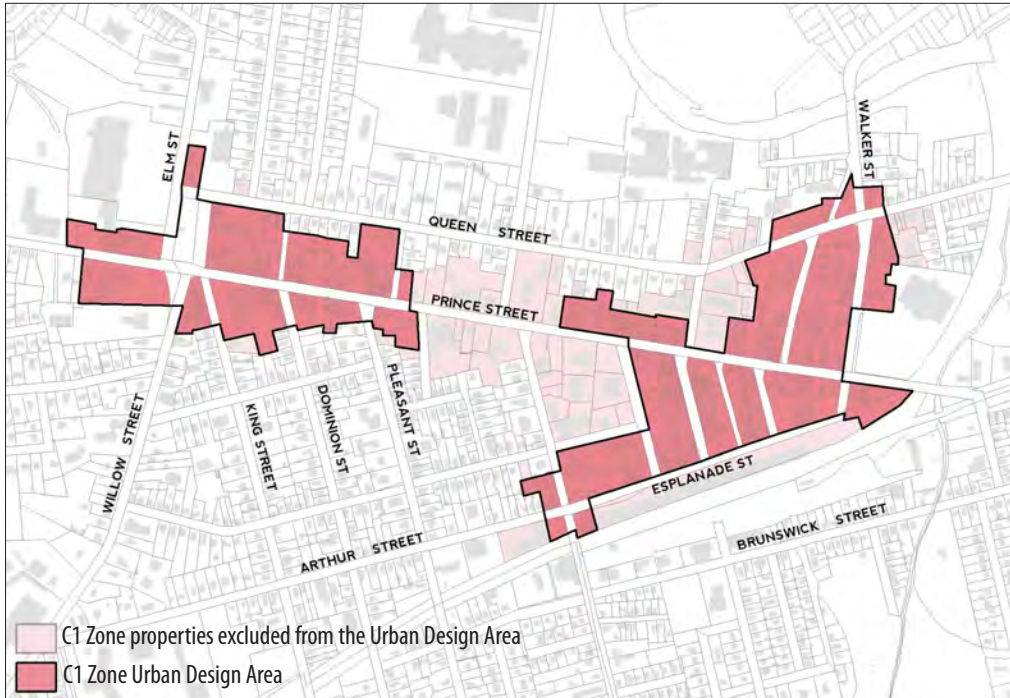
- a) No development permit shall be issued for canopies projecting over public rights-of-way unless:
 - i) such projection over the right-of-way is limited to a maximum of 2.5 m (8 ft) and a minimum of 1.5 m (5 ft), but in no case shall such projection exceed a distance equal to two-thirds the width of abutting sidewalk; and
 - ii) the minimum height from the finished sidewalk to any part of the canopy is in excess of 2.5 m (8 ft).
- b) All canopies projecting over a public right-of-way shall not incorporate any advertisement or signage except the name of the user or owner company, its logo or the logo of a product sold on the site, which shall be woven, sewn or permanently embedded into the fabric.
- c) Any names and logos displayed on a canopy will be regulated as awning signage and be subject to all applicable requirements of Section 4.3 of this By-law.

6.2.12 Urban Design Requirements

A development permit will not be issued for any new main building in the Downtown Commercial (C1) Zone Urban Design Area as identified in Figure 6.1 unless the proposed structure conforms to the urban design requirements set out in the subsections 6.2.13 through 6.2.17.

New buildings located within the Downtown Commercial (C1) Zone Urban Design Area will be required to comply with the Urban Design Requirements set out in Section 6.2

Figure 6.1: Downtown Commercial (C1) Zone Urban Design Area



6.2.13 Building Height

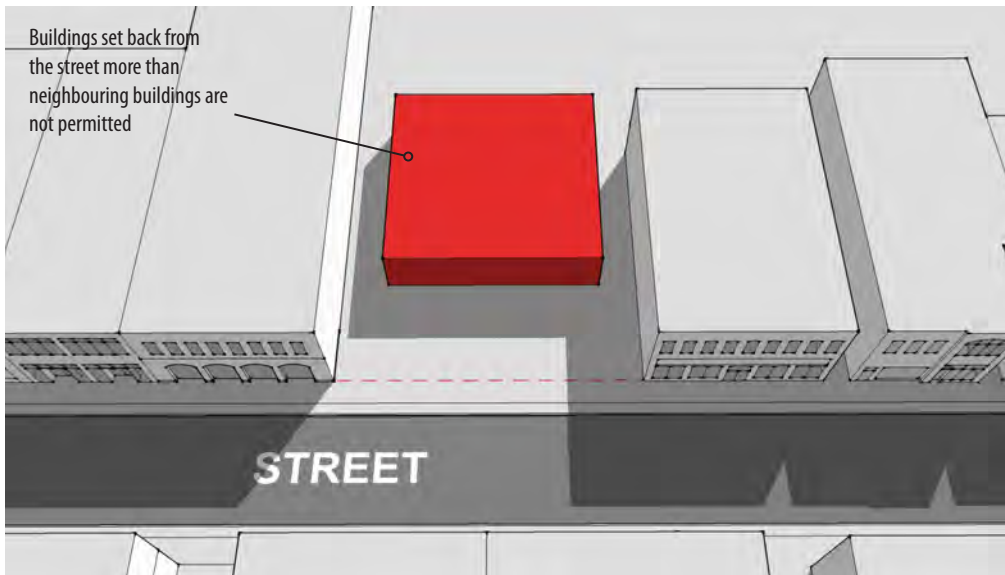
- a) All buildings shall be a minimum of two storeys in height;
- b) Any portion of a building more than 9 m (30 ft) from a public right-of-way may be one storey in height.

One storey buildings or buildings that are set back too far from the street do not define the edge of the street and therefore do not create a sense of enclosure that gives a street a comfortable human scale.

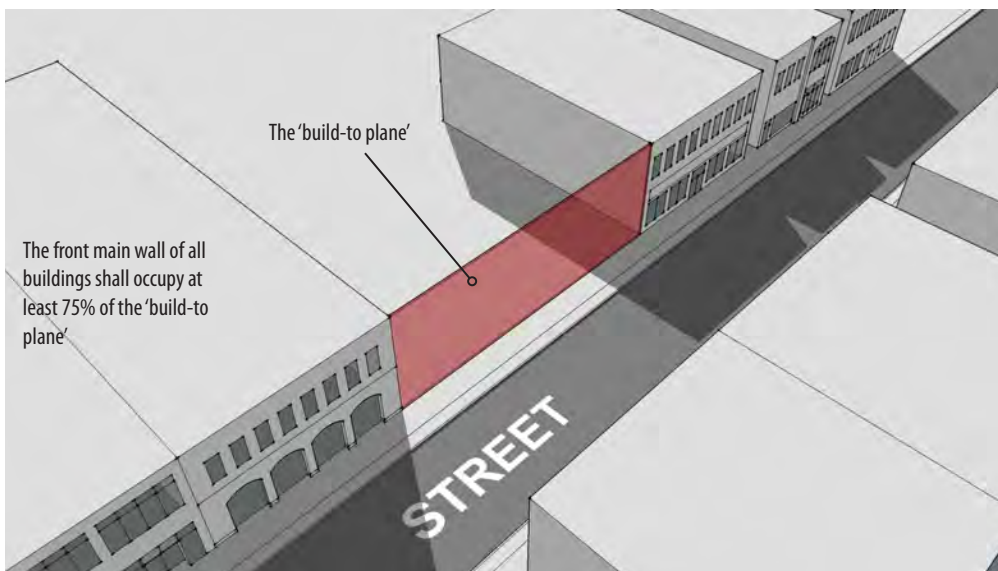


6.2.14 Building Placement

- a) Buildings in the Downtown Commercial (C1) Zone Urban Design Area shall occupy at least 75% of the *build-to plane*.
- b) The *build-to plane* is a vertical plane that extends upward two storeys and no less than 7.5 m (25 ft) from a line drawn parallel to the street at the *established front yard setback*.
- c) The *established front yard setback* is one of the following:
 - i) the front lot line;
 - ii) a distance less than or equal to the front yard setback of a building on an abutting lot that faces the same street; or
 - iii) 3 m (10 ft) or less where the buildings on an abutting lot are set back more than 3 m (10 ft) from the front lot line.

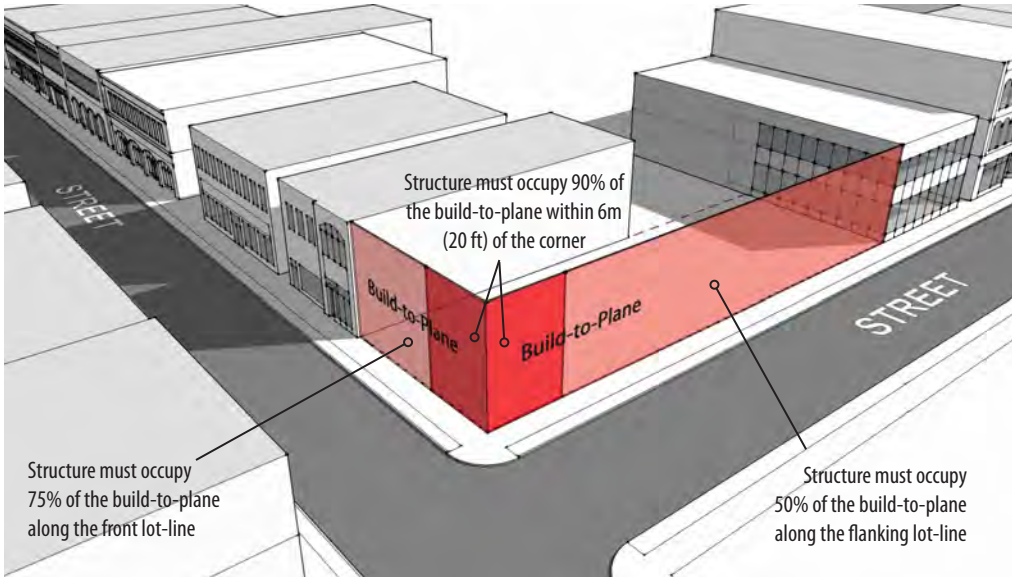


Front Yard Setback



The 'build-to plane' is a vertical plane that extends upward two storeys from a line drawn parallel to the street at the established front yard setback

Building Placement on a Corner Lot



6.2.15 Corner Lots

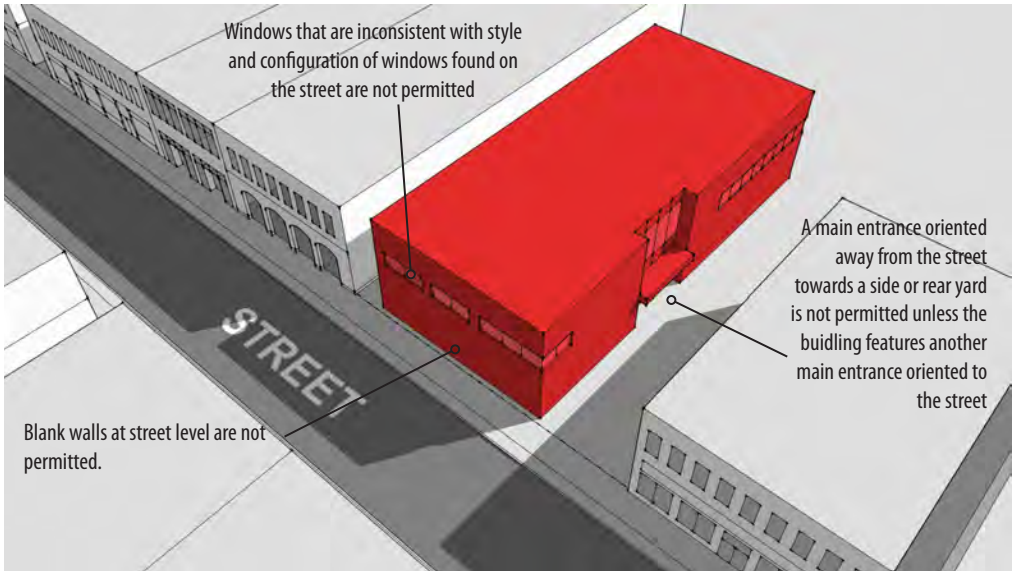
- a) On a corner lot, the build-to-plane extends upward two storeys from a line drawn parallel to both the front and flanking streets at the established front and flanking yard setbacks.
- b) A building shall occupy at least 75% of the build-to-plane for the front street.
- c) A building shall occupy at least 50% of the build-to-plane for the flanking street.
- d) A building on a corner lot shall occupy at least 90% of the build-to-plane that lies within 6 m (20 ft) of the corner.

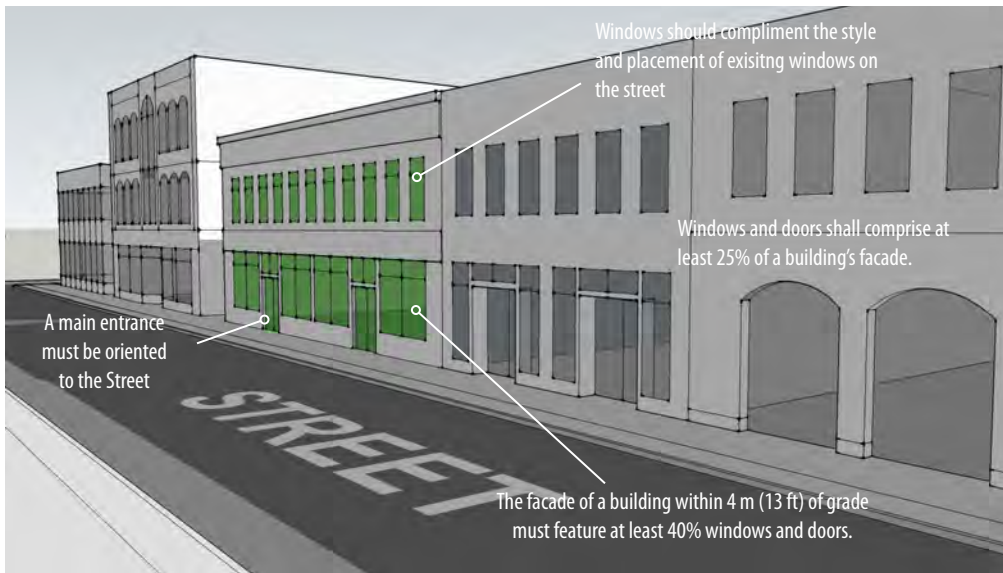
6.2.16 Building Orientation

- a) Buildings must feature a main entrance that is oriented to the street.
- b) Buildings that feature blank walls at street level are not permitted.

Buildings shall be oriented to the street and feature main entrances and windows at street level.

Buildings that do not have a main entrance on the street and that feature a blank wall at street level are not permitted



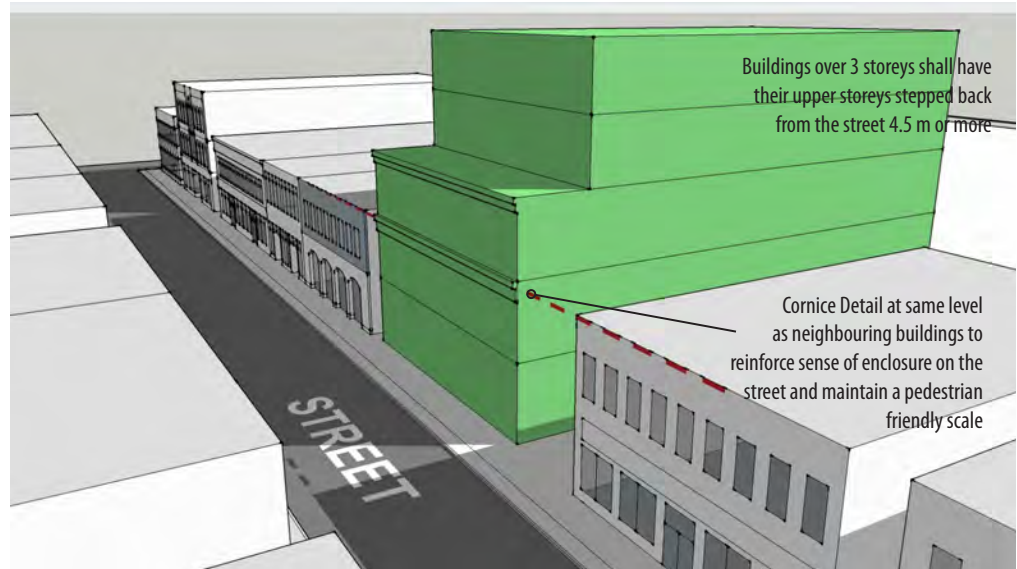


New Buildings shall reinforce any established streetscape elements such as building height and fenestration. These details help define the edge of the street and create a sense of enclosure that gives a street a comfortable human scale.

- c) The facade of a building within 4 m (13 ft) of grade must feature at least 40% windows and doors
- d) The total facade of a building shall consist of a minimum of 25% percent windows and doors.
- e) Except where otherwise prohibited by this By-law, new windows shall reinforce any established width to height ratios or any established pattern in terms of window placement, both in relation to grade and in relation to other windows, that are exhibited by neighbouring structures on the same street.

Buildings that are higher than neighbouring buildings shall incorporate a cornice detail at the same level as the roof line of abutting structures.

Buildings over three stories in height shall have the fourth storey stepped back from the front wall of the building a distance of 4.5 m (15 ft) or more



This building exemplifies all the essential design characteristics of a structure that help make a street a welcoming place where pedestrians will feel comfortable



6.2.17 Building Form

- a) Where neighbouring structures are two or more storeys in height, a new building shall conform to any established patterns relating to height, floor elevation, and window placement.
- b) Where a new building exceeds the height of neighbouring two storey structures, a cornice detail shall be incorporated into the building's facade to reinforce any established standard with respect to building height.
- c) Buildings over three stories in height shall have the fourth storey stepped back from the front wall of the building a distance of 4.5 m (15 ft) or more.

6.2.18 Exemption from Architectural Design Requirements

A development permit may be issued for an addition or new construction that does not comply with the Architectural Design Requirements set out in this Section provided the Development Officer is satisfied that:

- a) the proposal conforms to Municipal Planning Strategy Policy R-61 and R-62: and
- b) the permit application includes all information and materials necessary to properly evaluate the proposal.

The Town's Development Officer may approve a proposal that does not conform to the Architectural Design Requirements

6.3 Limited Commercial (C2) Zone

6.3.1 Permitted Uses

Table 6.4 lists uses that are permitted in the Limited Commercial (C2) Zone subject to all applicable requirements of this By-law.

6.3.2 Uses Permitted with Special Conditions

Table 6.5 lists uses that are permitted in the Limited Commercial (C2) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section or in Section 6.1, General Provisions for Commercial Zones.

Table 6.4: C2 Zone Permitted Uses

Accommodations	Parks
Banks and Financial Institutions	Personal Service Shop
Bed & Breakfasts	Photographic and Artist Studios
Commercial Schools	Places of Assembly
Community Centres	Places of Worship
Convenience Stores	Playgrounds
Day-care Centre	Printing Establishments
Dressmaking and Tailoring	Private Clubs
Dry-cleaning and Laundry	Repair Shop
Educational Uses	Residential Care Facilities
Emergency Services	Restaurant
Funeral Homes	Retail Lumber and Building Supplies
Garden and Nursery Sales and Supplies	Retail Stores
Governmental	Service Clubs and Fraternal Organizations
Health Care	Sports Fields & Courts
Homes for Special Care	Stadia and Auditora
Medical Clinics	Taxi and Bus Station
Office and Professional	Transportation Facilities and Depots
Parking Lots and Structures	

Table 6.5: C2 Zone Conditional Uses

Animal Hospitals and Shelters	Car Wash
Automobile Rentals and Sales	Existing Residential Uses
Automobile Service	Residential (up to four units)

6.3.3 Zone Requirements

The following requirements apply to the Downtown Commercial (C2) Zone:

Table 6.6: C2 Zone Requirements

Minimum Lot Area		450.0 m ²	5382 ft ²
Minimum Lot Frontage		15.0 m	50 ft
Minimum Front Yard		0.0 m	0 ft
Minimum Rear Yard	Abutting a Commercial or Industrial Zone	0.0 m	0 ft
	Abutting a Residential or Other Zone	6.0 m	20 ft
Minimum Side Yard	Abutting a Commercial or Industrial Zone	0.0 m	0 ft
	Abutting a Residential or Other Zone	6.0 m	20 ft
Minimum Flanking Yard		0.0 m	0 ft
Maximum Building Height		16.0 m	52 ft

6.3.4 Maximum Commercial Floor Area

Unless otherwise provided for in this by-law, no development permit shall be issued in the Limited Commercial (C2) Zone for an expansion or new development that would result in a commercial floor area in excess of 3252.0 m² (35,000 ft²).

6.3.5 Uses Permitted only by Development Agreement

The following uses may be considered by development agreement in the Limited Commercial (C2) Zone:

- a) Multiple Unit Dwellings (more than 4 units) in accordance with Municipal Planning Strategy Policy C-19; and
- b) Limited Commercial (C2) Zone uses with a commercial or net floor area in excess of 3252.0 m² (35,000 ft²) in accordance with Municipal Planning Strategy Policy C-36.

6.3.6 Existing Permitted Uses

- a) Existing residential uses in the Downtown Commercial (C2) Zone are permitted subject to the requirements of the Two Unit Residential (R2) Zone.
- b) The following existing commercial uses are permitted in the Limited Commercial (C2) Zone subject to the requirements of the General Commercial (C4) Zone:
 - i) Robertson Roy V. & R. Gladys (43 Charles Street LIMS #20178802);
 - ii) Legge, T. Leander & T. Lee (63 Charles Street LIMS #20178794);
 - iii) A. J. Walker & Son Ltd (96 Young Street LIMS #20178786);
 - iv) Alweather Windows & Doors Limited (95 Young Street LIMS #20172342);
 - v) Al Roland Auto Electric Ltd. (17 Brunswick Street LIMS #20237350);
 - vi) Johnson Enterprises Limited (19 Brunswick Street LIMS #20172334, LIMS #20172326);
 - vii) Elm Investments Limited (8 Exhibition Street, LIMS #20172318); and
 - viii) Clarence Farm Services Limited (53 Brunswick Street LIMS #20192993).

6.3.7 Special Provisions for Residential Uses

An existing building in the Limited Commercial (C2) Zone may be converted to permit up to four dwelling units and may include ground floor residential dwelling units.

6.3.8 Automobile Sales and Rentals

- a) No development permit shall be issued for an automobile rental use in a Limited Commercial (C2) Zone unless:
 - i) there is a minimum of 290 m² (3122 ft²) of unobstructed parking area dedicated to the storage of vehicles available for rent;
 - ii) the parking required pursuant to clause (i) is designed in accordance with the parking area design standards and specifications set out in Section 4.2 of this By-law; and
 - iii) the automobiles available for rent are passenger cars or trucks with a TARE weight of 3,650 kg (8050 lbs.) or less.
- b) No development permit shall be issued for an accessory automobile sales use unless:
 - i) the main use is a legally existing automobile service use, car wash, or an automobile repair garage;
 - ii) the proposed outdoor display of automobiles is located on the same lot as the main use and is limited to a maximum of four vehicles ; and
 - iii) all signage associated with the automobile sales is limited to a maximum of 2 “For Sale” signs located within the automobile displayed for sale, each sign shall be limited to 0.1 m² (1 ft²) in total sign area.
- c) No development permit shall be issued for an indoor automobile showroom unless:
 - i) The proposed showroom is wholly enclosed within a building; and
 - ii) there is no outdoor display of automobiles associated with or located on the same property as the proposed indoor showroom.

6.3.9 Canopies Erected Over a Public Right-of-way

- a) No development permit shall be issued for canopies projecting over public rights-of-way unless:
 - i) such projection over the right-of-way is limited to a maximum of 2.5 m (8 ft) and a minimum of 1.5 m (5 ft), but in no case shall such projection exceed a distance equal to two-thirds the width of abutting sidewalk; and
 - ii) the minimum height from the finished sidewalk to any part of the canopy is in excess of 2.5 m (8 ft).
- b) All canopies projecting over a public right-of-way shall not incorporate any advertisement or signage except the name of the user or owner company, its logo or the logo of a product sold on the site, which shall be woven, sewn or permanently embedded into the fabric.
- c) Any names and logos displayed on a canopy will be regulated as awning signage and be subject to all applicable requirements of Section 4.3 of this By-law.

6.3.10 Retail Display on Public Sidewalks

No development permit shall be issued for retail display on a public sidewalk unless:

- a) there is a maximum of one retail display per business use;
- b) the retail display includes either the display of merchandise or a sandwich board sign, but not both;
- c) the retail display is only set up during the hours of operation for the associated use;
- d) the retail display is only set up from May 1st to October 31st;
- e) the retail display does not extend into the sidewalk from the abutting lot line a distance greater than one quarter of the available sidewalk or 1.2 m (4 ft²) whichever is less;
- f) the public sidewalk is greater than 1.5 m (5 ft) in width;
- g) the sign or display are self supporting and displayed in manner deemed safe by the Development Officer; and
- h) not be closer than 1.5 m (5 ft) to any other object including but not limited to:
 - i) traffic signs;
 - ii) meter posts;
 - iii) trees;
 - iv) mail box; or
 - v) flower box.

6.4 Local Commercial (C3) Zone

6.4.1 Permitted Uses

Table 6.7 lists uses that are permitted in the Local Commercial (C3) Zone subject to all applicable requirements of this By-law.

6.4.2 Uses Permitted with Special Conditions

Table 6.8 lists uses that are permitted in the Local Commercial (C3) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section.

Table 6.7: C3 Zone Permitted Uses

Existing Convenience Stores

Table 6.8: C3 Zone Conditional Uses

Dressmaking and Tailoring	Photographic and Artist Studios
Dry-cleaning and Laundry	Printing Establishments
Medical Clinics	Residential (up to two units)
Office and Professional	Repair Shop
Personal Service Shop	

6.4.3 Zone Requirements

The following requirements apply to the Local Commercial (C3) Zone:

Table 6.9: C3 Zone Requirements

Minimum Lot Area		450.0 m ²	5382 ft ²
Minimum Lot Frontage		15.0 m	50 ft
Minimum Front Yard		3.0 m	10 ft
Minimum Rear Yard	Abutting a Commercial or Industrial Zone	7.5 m	25 ft
	Abutting a Residential or Other Zone	10.0 m	20 ft
Minimum Side Yard	Abutting a Commercial or Industrial Zone	2.4 m	8 ft
	Abutting a Residential or Other Zone	6.0 m	20 ft
Minimum Flanking Yard		0.0 m	0 ft
Maximum Building Height		11.0 m	36 ft

6.4.4 Maximum Commercial Floor Area

The maximum commercial floor area permitted on any lot in the Local Commercial (C3) Zone shall be 80 m² (861 ft²).

6.4.5 Local Commercial Uses

Local commercial uses listed in Table 6.8 are subject to the following requirements:

- a) the commercial use shall:
 - i) occupy the ground floor of a structure that is shared with a maximum of two residential dwelling units;
 - ii) occupy no more than 60 percent of the structure's floor area above grade;
 - iii) not include any outdoor display or outdoor storage; and
 - iv) be wholly enclosed within a structure;
- b) any parking required by the commercial use shall:
 - i) be located on-site;
 - ii) be situated in the rear or side yard;
 - iii) be separated from a public right-of-way or neighbouring residential use by an opaque fence that is at least 1.5 m (6 ft) high or an evergreen hedge that will form a solid visual barrier at least 1.5 m (6 ft) high following one growing season; and
 - iv) be accessible via a driveway that is situated on the same property as the commercial use and not shared by another property;
- c) the commercial use may include the use of an accessory building for storage; and
- d) the commercial use may include a limited retail component provided:
 - i) the retail use is accessory to the commercial use; and
 - ii) the retail use does not occupy more than 25 percent of the floor area of the commercial use.

6.4.6 Architectural Controls

No development permit shall be issued in the Local Commercial (C3) Zone unless the existing or proposed structure:

- a) is consistent with surrounding residential structures in terms of architectural style, site coverage, height, and materials; and
- b) features a gable or hip roof with a minimum pitch of 4:12.

6.4.7 Uses Permitted only by Development Agreement

The following uses may be considered by development agreement in the Local Commercial (C3) Zone:

- a) new convenience stores in accordance with Municipal Planning Strategy Policy C-45;
- b) commercial uses that do not comply with the requirements for local commercial uses set out in subsection 6.4.5 in accordance with Municipal Planning Strategy Policy C-45;
- c) commercial uses occupying more than 80 m² (861 ft²) of a new or expanded structure in accordance with Municipal Planning Strategy Policy C-43; and
- d) commercial uses including the retail sale of any product not manufactured, produced, or assembled on site in accordance with Municipal Planning Strategy Policy C-45.

6.5 General Commercial (C4) Zone

6.5.1 Permitted Uses

Table 6.10 lists uses that are permitted in the General Commercial (C4) Zone subject to all applicable requirements of this By-law.

6.5.2 Uses Permitted with Special Conditions

Table 6.11 lists uses that are permitted in the General Commercial (C4) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section.

Table 6.10: C4 Zone Permitted Uses

Accommodations	Parks
Animal Hospitals and Shelters	Personal Service Shop
Automobile Sales and Rentals	Photographic and Artist Studios
Banks and Financial Institutions	Places of Assembly
Beverage Room, Lounge, Cabaret,	Places of Worship
Car Wash	Playgrounds
Commercial Schools	Printing Establishments
Community Centres	Private Clubs
Construction Industries	Recreational Vehicle Sales and Service
Convenience Stores	Recycling Depot
Day-care Centre	Repair Shop
Dressmaking and Tailoring	Residential Care Facilities
Dry-cleaning and Laundry	Restaurant
Educational Uses	Retail Lumber and Building Supplies
Emergency Services	Retail Stores
Funeral Homes	Service Clubs and Fraternal Organizations
Garden and Nursery Sales and Supplies	Sports Fields & Courts
Governmental	Stadia and Auditoria
Health Care	Taxi and Bus Station
Homes for Special Care	Television, Radio, and Communications
Medical Clinics	Transportation Facilities and Depots
Office and Professional	Warehousing, Moving & Storage
Parking Lots and Structures	Wholesale Uses

Table 6.11: C4 Zone Conditional Uses

Automobile Service	Existing Residential Uses
Car Wash	

6.5.3 Zone Requirements

The following requirements apply to the General Commercial (C4) Zone:

Table 6.12: C4 Zone Requirements

Minimum Lot Area	1000.0 m ²	10764 ft ²
Minimum Lot Frontage	45.0 m	148 ft
Minimum Front Yard	12.0 m	39 ft
Minimum Rear Yard	12.0 m	39 ft
Minimum Side Yard	6.0 m	20 ft
Minimum Flanking Yard	12.0 m	39 ft
Maximum Building Height	16.0 m	52 ft

6.5.4 Maximum Commercial Floor Area

- a) The maximum commercial floor area permitted on any lot in the General Commercial (C4) Zone shall be 3251.0 m² (34,994 ft²).
- b) The maximum commercial floor area permitted in any one retail complex or shopping centre development shall be 3251.0 m² (34,994 ft²).

6.5.5 Existing Permitted Uses

- a) Existing residential uses in the General Commercial (C4) Zone are permitted subject to the requirements of the Two Unit Residential (R2) Zone.
- b) The following existing industrial uses are permitted in the General Commercial (C4) Zone subject to the requirements of the Industrial (M1) Zone:
 - i) Stanfield's Limited (Lorne Street LIMS #20238945, 1 Logan Street LIMS #20183166);
 - ii) 9 Bayview Street (LIMS #20196648).

6.5.6 Uses Permitted only by Development Agreement

The following uses may be considered by development agreement in the General Commercial (C4) Zone:

- a) General Commercial (C4) Zone Uses with a commercial floor area in excess of 3251.0 m² (34,994 ft²) in accordance with Municipal Planning Strategy Policy C-50;
- b) Shopping centre or retail complex developments that have a total commercial floor area in excess of 3251.0 m² (34,994 ft²) in accordance with Municipal Planning Strategy Policy C-50; and
- c) Multiple unit residential development in accordance with Municipal Planning Strategy Policy C-40.

6.5.7 Relaxation of Lot Requirements

- a) Notwithstanding the lot requirements set out in Table 6.12, a lot in the General Commercial (C4) Zone having an area of 4.0 ha (9.8 acres) or more may be subdivided to create a lot with no frontage or less than the required frontage provided:
 - i) the remainder parcel has a minimum area of 2.0 ha (4.94 acres);

- ii) the proposed lot is to be developed as part of a larger commercial development;
- iii) the proposed lot is 450 m² (5382 ft²) or more in area
- iv) the proposed lot shall have its own connections to municipal services secured via right-of-way easement agreements;
- v) servicing for the proposed lot is satisfactory to the Town Engineer's Office;
- vi) access to the proposed lot from a public street is available via a right-of-way easement although physical access may be via an internal road network that is part of a larger commercial development; and
- vii) access to the site must be approved by the Town's Traffic Authority;
- b) Notwithstanding the lot requirements set out in Table 6.12, a lot in the General Commercial (C4) Zone having an area of 4.0 ha (9.8 acres) or more may be subdivided to create a lot with no side yard setback or less than the required side yard setback provided:
 - i) the remainder parcel has a minimum area of 2.0 ha (4.94 acres); and
 - ii) the proposed lot is to be developed as part of a shopping centre or retail complex on the parent parcel.
- c) Clause (b) shall not apply to:
 - i) any side yard abutting a property that is not part of the same shopping centre or retail complex; and
 - ii) any side yard abutting a property that is not within the General Commercial (C4) Zone.

6.5.8 Abutting Yard Requirements

In addition to the zone requirements set out in Table 6.12, where a yard on a property in the General Commercial (C4) Zone abuts a Residential or Public Use Zone the required abutting yard shall:

- a) be double the applicable yard requirement set out in Table 6.12 and consist of undeveloped open space free of any parking, loading area, driveways, or open storage; or
- b) be entirely landscaped with a combination of existing trees and planted trees which are:
 - i) spaced in a staggered manner at intervals of 3 m (10 ft) on centre over the entire area;
 - ii) be a minimum of 1.5 m (5 ft) in height at the time of planting;
 - iii) be at least 75 percent coniferous trees indigenous to the area; or
- c) contain a built up berm at least 2 m in (6.5 ft) height with a 7 m (23 ft) wide base which is landscaped with trees and bushes of at least 0.6 m (2 ft) in height at the time of planting and spaced at least 6 m (20 ft) on centre; or
- d) contain a fence that shall be erected along the abutting property line which:
 - i) has the finished side facing the abutting property;
 - ii) is of a residential design;
 - iii) forms an opaque visual barrier from grade to 1.5 m (5 ft) high; and
 - iv) is a minimum of 2 m (6.5 ft) high from ground to the top horizontal member.

6.5.9 Additional Buffering Required

Where the Development Officer deems that a proposed commercial use is sufficiently incompatible with a neighbouring residential use, a combination of some or all of the abutting yard requirements and buffering provisions outlined in subsection 6.5.6 may be required to achieve an effective visual and acoustic break.

6.5.10 Outdoor Storage and Display

- a) No development permit will be issued for the outdoor storage of goods or materials not intended for immediate sale to the general public unless the outdoor storage:
 - i) is accessory to a permitted use in the General Commercial (C4) Zone;
 - ii) is not located in a front yard or a flanking yard;
 - iii) covers less than 75% of the lot area; and
 - iv) is not located in a required side or rear yard;
- b) No development permit will be issued for the outdoor display of goods or materials intended for immediate sale to the general public unless the outdoor display:
 - i) covers less than 75% of the lot area; and
 - ii) is accessory to a permitted use in the General Commercial (C4) Zone; or
 - iii) without limiting the generality of the following, involves the display of:
swimming pools, fountains, prefabricated buildings, and recreational vehicles.

6.6 Adult Entertainment (C5) Zone

6.6.1 Permitted Uses

Table 6.13 lists uses that are permitted in Adult Entertainment (C5) Zone subject to all applicable requirements of this By-law.

6.6.2 Uses Permitted with Special Conditions

Table 6.14 lists uses that are permitted in the Adult Entertainment (C5) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section. Special Requirements for Adult Entertainment Uses.

Table 6.13: C5 Zone Permitted Uses

Accommodations	Parking Lots and Structures
Animal Hospitals and Shelters	Personal Service Shop
Automobile Sales , Rentals, and Service	Photographic and Artist Studios
Banks and Financial Institutions	Places of Assembly
Beverage Room, Lounge, Cabaret,	Places of Worship
Car Wash	Printing Establishments
Commercial Schools	Private Clubs
Community Centres	Recreational Vehicle Sales and Service
Construction Industries	Recycling Depot
Convenience Stores	Repair Shop
Dressmaking and Tailoring	Residential Care Facilities
Dry-cleaning and Laundry	Restaurant
Educational Uses	Retail Lumber and Building Supplies
Emergency Services	Retail Stores
Funeral Homes	Service Clubs and Fraternal Organizations
Garden and Nursery Sales and Supplies	Sports Fields & Courts
Governmental	Stadia and Auditora
Health Care	Taxi and Bus Station
Homes for Special Care	Television, Radio, and Communications
Industrial Equipment Sales and Service	Transportation Facilities and Depots
Manufacturing, Processing and Assembly	Warehousing, Moving & Storage
Medical Clinics	Wholesale Uses
Office and Professional	

Table 6.14: C5 Zone Conditional Uses

Adult Entertainment	Car Wash
Automobile Service	Existing Residential Uses

6.6.3 Zone Requirements

The following requirements apply to the Adult Entertainment (C5) Zone:

Table 6.15: C5 Zone Requirements

Minimum Lot Area	4500.0 m ²	48,438 ft ²
Minimum Lot Frontage	60.0 m	197 ft
Minimum Front Yard	15.0 m	49 ft
Minimum Rear Yard	15.0 m	49 ft
Minimum Side Yard	10.0 m	33 ft
Minimum Flanking Yard	15.0 m	49 ft
Maximum Building Height	11.0 m	36 ft

6.6.4 Adult Entertainment Uses

- a) No adult entertainment use, or related signage, shall be permitted within 100 m (328 ft) of a property containing any of the following existing uses:
 - i) any Residential Zone use;
 - ii) a business or professional use;
 - iii) a commercial school;
 - iv) a daycare;
 - v) a funeral home;
 - vi) a motel, motor inn, or hotel;
 - vii) a medical clinic;
 - viii) a park;
 - ix) a community center;
 - x) a restaurant; and
 - xi) any Public Use Zone use.
- b) No development permit under this section shall permit signage that utilizes imagery or graphical representations of a sexually suggestive nature.
- c) No development permit under this section shall permit signage that uses the words “nude”, “naked”, “topless”, or any word derived from the root word “sex”.

6.6.5 Abutting Yard Requirement

Where an Adult Entertainment Use abuts a Residential or Public Use Zone the abutting yard requirement specified in Table 6.15 shall:

- a) consist entirely of landscaped open space that is free of parking, driveways, signage, or other advertising; and
- b) be entirely landscaped with a combination of existing trees and planted trees which are:
 - i) spaced in a staggered manner at intervals of 3 m (10 ft) on centre over the entire area;
 - ii) be a minimum of 1.5 m (5 ft) in height at the time of planting;
 - iii) be at least 75 percent coniferous trees indigenous to the area; or

- c) contain a fence that shall be erected along such property lines as necessary to form an opaque visual barrier at least 2 m (6.5 ft) high between the property in the Residential or Public Use Zone and the Adult Entertainment Use.

6.6.6 Frontage on Arterial or Collector Road

No development permit shall be issued in an Adult Entertainment (C5) Zone unless the property has frontage on an existing Collector or Arterial Road as identified on the Street Classification Map found in Part 10 of the Municipal Planning Strategy.

7 • Industrial Zones

Industrial Zones

M1 Industrial

M2 Commercial Industrial

Use	Zones Permitted		Development Agreement Only
Accommodations	M2		
Animal Hospitals and Shelters	M1	M2	
Automobile Sales , Rentals, and Service	M1	M2	
Banks and Financial Institutions	M2		
Beverage Room, Lounge, Cabaret,	M2		
Breweries	M1	M2	
Car Wash	M1	M2	
Commercial Schools	M2		
Community Centres	M2		
Construction Industries	M1	M2	
Convenience Stores	M2		
Dressmaking and Tailoring	M2		
Dry-cleaning and Laundry	M1	M2	
Educational Uses	M2		
Emergency Services	M1	M2	
Equipment Depot	M1	M2	
Existing Residential Uses	M2		
Funeral Homes	M1	M2	
Garden and Nursery Sales and Supplies	M1	M2	
Governmental	M2		
Health Care	M2		
Industrial Equipment Sales and Service	M1	M2	
Manufacturing, Processing and Assembly	M1	M2	
Medical Clinics	M2		
Office and Professional	M1	M2	
Parking Lots and Structures	M1	M2	
Personal Service Shop	M2		
Photographic and Artist Studios	M2		
Places of Assembly	M2		

Use	Zones Permitted	Development Agreement Only
Places of Worship	M2	
Printing Establishments	M1 M2	
Private Clubs	M2	
Recreational Vehicle Sales and Service	M1 M2	
Recycling Depot	M1 M2	
Repair Shop	M1 M2	
Residential Care Facilities	M2	
Restaurant	M2	
Retail Lumber and Building Supplies	M1 M2	
Retail Stores	M1 M2	
Service Clubs and Fraternal Organizations	M2	
Service Industries	M1 M2	
Sports Fields & Courts	M1 M2	
Stadia and Auditoria	M1 M2	
Taxi and Bus Station	M1 M2	
Television, Radio, and Communications	M1 M2	
Transportation Facilities and Depots	M1 M2	
Warehousing, Moving & Storage	M1 M2	
Wholesale Uses	M1 M2	

1. This permitted uses table is intended to provide a general list of permitted uses in each zone. This table is provided for convenience only and reference should be made to the section and policies corresponding to each zone for a complete list of permitted uses, uses permitted only by development agreement, and uses that are subject to special requirements.

7.1 Industrial (M1) Zone

7.1.1 Permitted Uses

Table 7.1 lists uses that are permitted in the Industrial (M1) Zone subject to all applicable requirements of this By-law.

Table 7.1: M1 Zone Permitted Uses

Animal Hospitals and Shelters	Printing Establishments
Automobile Sales , Rentals, and Service	Recreational Vehicle Sales and Service
Breweries	Recycling Depot
Car Wash	Repair Shop
Construction Industries	Retail Lumber and Building Supplies
Dry-cleaning and Laundry	Retail Stores
Emergency Services	Service Industries
Equipment Depot	Sports Fields & Courts
Funeral Homes	Stadia and Auditoria
Garden and Nursery Sales and Supplies	Taxi and Bus Station
Industrial Equipment Sales and Service	Television, Radio, and Communications
Manufacturing, Processing and Assembly	Transportation Facilities and Depots
Office and Professional	Warehousing, Moving & Storage
Parking Lots and Structures	Wholesale Uses

7.1.2 Zone Requirements

The following requirements apply to the Industrial (M1) Zone:

Table 7.2: M1 Zone Requirements

Minimum Lot Area		4000.0 m ²	43,056 ft ²
Minimum Lot Frontage		30.0 m	98 ft
Minimum Front Yard		7.5 m	25 ft
Minimum Rear Yard	Abutting an M1 or M2 Zoned Property	7.5 m	25 ft
	Abutting a Residential or Public Use Zone	12.0 m	39 ft
Minimum Side Yard	Abutting an M1 or M2 Zoned Property	6.0 m	20 ft
	Abutting a Residential or Public Use Zone	9.0 m	30 ft
Minimum Flanking Yard		7.5 m	25 ft
Maximum Building Height	Within 30 m of a Residential or Public Use Zone	11.0 m	36 ft
	Over 30 m from a Residential or Public Use Zone		no limit

7.1.3 Uses Permitted only by Development Agreement

The following may be considered only by development agreement in the Industrial (M1) Zone:

- a) General Commercial (C4) Zone uses that are not accessory to a use permitted in the Industrial (M1) Zone in accordance with Policy M-15
- b) Recreation (P2) Zone uses in accordance with Policy M-16

7.1.4 Obnoxious Use

No development permit shall be issued where the use is considered obnoxious by reason of: sound; odour; fumes or smoke; or other obnoxious emissions, whether carried by water or air.

7.1.5 Abutting Yard Requirements

Where a yard on a property in the Industrial (M1) Zone abuts a Residential or Public Use zone the required abutting yard shall not be used for parking, loading, driveways, or open storage and shall:

- a) be entirely landscaped with a combination of existing trees and planted trees which are:
 - i) spaced in a staggered manner at intervals of of 3 m (10 ft) on centre over the entire area;
 - ii) be a minimum of 1.5 m (5 ft) in height at the time of planting;
 - iii) be at least 75 percent coniferous trees indigenous to the area; or
- b) contain a earthen berm at least 1.8 m (6 ft) in height with a base of 7 m (23 ft) in width at any section and which is landscaped with trees and bushes of at least 30 cm (1 ft) in height at the time of planting and spaced no more than 6 m (20 ft) on centre; or
- c) contain a fence that shall be erected along the abutting property line which:
 - i) has the finished side facing the abutting property;
 - ii) is of a residential design;
 - iii) forms an opaque visual barrier from grade to 1.5 m (5 ft) high; and
 - iv) is at least 2m (6.5 ft) high from ground to the top horizontal member; or
- d) be double the applicable yard requirement specified in Table 7.2.

7.1.6 Additional Buffering Required

Where the Development Officer deems that a proposed commercial use is sufficiently incompatible with a neighbouring residential use, a combination of some or all of the abutting yard requirements and buffering provisions outlined in subsection 7.1.5 may be required to achieve an effective visual and acoustic break.

7.1.7 Commercial Uses Accessory to the Main Use

General Commercial (C4) Zone uses are permitted subject to Industrial (M1) Zone requirements provided these uses are related to a product made or stored and provided such commercial uses are accessory to the main use.

7.1.8 Outdoor Storage and Display

Outdoor storage or display shall not:

- a) be permitted within the required front or flanking yard of a lot;
- b) be permitted within a required yard abutting a Residential or Public Use Zone; and
- c) exceed 75 percent lot coverage.

7.1.9 Site Development Standards

No development permit shall be issued in an Industrial (M1) Zone except where the following requirements have been met:

- a) The site shall be designed to have 25 percent unobstructed open space that:
 - i) is not used for parking, loading areas, storage or contain any structure; and
 - ii) shall include a landscaped area of equal to no less than 10 percent of the space required pursuant to this clause;
- b) The developer has submitted a detailed landscaping plan showing the location of the following:
 - i) parking areas;
 - ii) pedestrian and vehicular traffic access and egress;
 - iii) building areas;
 - iv) storage areas;
 - v) grassed or planted areas;
 - vi) fencing and signage location;
 - vii) reserve areas for future development to evaluate the overall effect; and
 - viii) all landscaping elements as required pursuant to subsection 7.1.5.

7.2 Commercial Industrial (M2) Zone

7.2.1 Permitted Uses

Table 7.3 lists uses that are permitted in the Commercial Industrial (M1) Zone subject to all applicable requirements of this By-law.

7.2.2 Uses Permitted with Special Conditions

Table 7.4 lists uses that are permitted in the Commercial Industrial (M1) Zone that are, in addition to all other applicable requirements of this By-law, subject to special requirements set out in this Section.

Table 7.3: M2 Zone Permitted Uses

Accommodations	Parking Lots and Structures
Animal Hospitals and Shelters	Personal Service Shop
Automobile Sales , Rentals, and Service	Photographic and Artist Studios
Banks and Financial Institutions	Places of Assembly
Beverage Room, Lounge, Cabaret,	Places of Worship
Breweries	Printing Establishments
Car Wash	Private Clubs
Commercial Schools	Recreational Vehicle Sales and Service
Community Centres	Recycling Depot
Construction Industries	Repair Shop
Convenience Stores	Residential Care Facilities
Dressmaking and Tailoring	Restaurant
Dry-cleaning and Laundry	Retail Lumber and Building Supplies
Educational Uses	Retail Stores
Emergency Services	Service Clubs and Fraternal Organizations
Equipment Depot	Service Industries
Funeral Homes	Sports Fields & Courts
Garden and Nursery Sales and Supplies	Stadia and Auditora
Governmental	Taxi and Bus Station
Health Care	Television, Radio, and Communications
Industrial Equipment Sales and Service	Transportation Facilities and Depots
Manufacturing, Processing and Assembly	Warehousing, Moving & Storage
Medical Clinics	Wholesale Uses
Office and Professional	

Table 7.4: M2 Zone Conditional Uses

Existing Residential Uses

7.2.3 Zone Requirements

The following requirements apply to the Commercial Industrial (M2) Zone:

Table 7.5: M2 Zone Requirements

Minimum Lot Area	1000.0 m ²	10764 ft ²
Minimum Lot Frontage	45.0 m	148 ft
Minimum Front Yard	12.0 m	39 ft
Minimum Rear Yard	12.0 m	39 ft
Minimum Side Yard	6.0 m	20 ft
Minimum Flanking Yard	12.0 m	39 ft
Maximum Building Height	16.0 m	52 ft

7.2.4 Uses Permitted only by Development Agreement

The following may be considered only by development agreement in the Commercial Industrial (M2) Zone:

- a) General Commercial (C4) Zone uses that have a commercial floor area in excess of 3251 m² (34,993 ft²) accordance with Policy M-21.
- b) Recreation (P2) Zone uses in accordance with Policy M-22.

7.2.5 Existing Uses

Existing Residential uses in the Commercial Industrial (M2) Zone are permitted subject to the Two Unit Residential (R2) Zone requirements.

7.2.6 Obnoxious Use

No development permit shall be issued where the use is considered obnoxious by reason of: sound; odour; fumes or smoke; or other obnoxious emissions, whether carried by water or air.

7.2.7 Abutting Yard Requirements

Where a yard on a property in the Commercial Industrial (M2) Zone abuts a Residential or Public Use zone the required abutting yard shall not be used for parking, loading, driveways, or open storage and shall:

- a) be entirely landscaped with a combination of existing trees and planted trees which are:
 - i) spaced in a staggered manner at intervals of 3 m (10 ft) on centre over the entire area;
 - ii) be a minimum of 1.5 m (5 ft) in height at the time of planting;
 - iii) be at least 75 percent coniferous trees indigenous to the area; or
- b) contain a earthen berm at least 1.8 m (6 ft) in height with a base of 7 m (23 ft) in width at any section and which is landscaped with trees and bushes of at least 30 cm (1 ft) in height at the time of planting and spaced no more than 6 m (20 ft) on centre; or

- c) contain a fence that shall be erected along the abutting property line which:
 - i) has the finished side facing the abutting property;
 - ii) is of a residential design;
 - iii) forms an opaque visual barrier from grade to 1.5 m (5 ft) high; and
 - iv) is at least 2m (6.5 ft) high from ground to the top horizontal member; or
- d) be double the applicable yard requirement specified in Table 7.5.

7.2.8 Additional Buffering Required

Where the Development Officer deems that a proposed commercial use is sufficiently incompatible with a neighbouring residential use, a combination of some or all of the abutting yard requirements and buffering provisions outlined in subsection 7.2.7 may be required to achieve an effective visual and acoustic break.

7.2.9 Outdoor Storage and Display

- a) No development permit will be issued for the outdoor storage of goods or materials not intended for immediate sale to the general public unless the outdoor storage is:
 - i) accessory to a permitted use in the Commercial Industrial (M2) Zone;
 - ii) not located in a front yard or a flanking yard; and
 - iii) not located in a required side or rear yard.
- b) No development permit will be issued for the outdoor storage and display of goods or materials intended for immediate sale to the general public unless the outdoor display:
 - i) is accessory to a permitted use in the Commercial Industrial (M2) Zone; or
 - ii) without limiting the generality of the following, involves the display of the following: swimming pools, fountains, prefabricated buildings, vehicles, or recreational vehicles.

8 • Public Use Zones

Public Use Zones

P1 Parks and Open Space

P2 Commercial Recreation

P3 Institutional

Permitted Uses Table¹

Use	Zones Permitted	Development Agreement Only
Amusement Parks	P2	
Campgrounds	P2	
Cemeteries	P1	
Community Centres	P3	
Community Gardens	P1	
Community Homes	P3	
Correctional Facilities	P3	
Cultural Facilities	P1	
Day Care Centres	P3	
Educational	P3	
Emergency Service	P3	
Entertainment Parks	P2	
Golf Courses	P2	
Governmental	P3	
Health Care	P3	
Homes for Special Care	P3	
Memorial Parks	P1	
Municipal Campgrounds	P1	
Parks	P1 P2	
Picnic Parks	P1	
Places of Worship	P3	
Playgrounds	P1 P2 P3	
Recreational Facilities	P1 P2 P3	
Residential Care Facilities	P3	
Societies	P3	
Sports Fields and Courts	P1 P2 P3	
Stadia and Auditoria	P2	
Walkways and Trails	P1 P3	
Wilderness Education	P1	

1. This permitted uses table is intended to provide a general list of permitted uses in each zone. This table is provided for convenience only and reference should be made to the section and policies corresponding to each zone for a complete list of permitted uses, uses permitted only by development agreement, and uses that are subject to special requirements.

8.1 Parks and Open Space (P1) Zone

8.1.1 Permitted Uses

Table 8.1 lists uses that are permitted in the Parks and Open Space (P1) Zone subject to all applicable requirements of this By-law.

Table 8.1: P1 Zone Permitted Uses

Cemeteries	Picnic Parks
Community Gardens	Playgrounds
Cultural Facilities	Recreational Facilities
Memorial Parks	Sports Fields and Courts
Municipal Campgrounds	Walkways and Trails
Parks	Wilderness Education

8.1.2 Zone Requirements

The following requirements apply to the Parks and Open Space (P1) Zone:

Table 8.2: P1 Zone Requirements

Minimum Lot Area	no minimum	
Minimum Lot Frontage	6 m	20 ft
Minimum Front Yard	9 m	30 ft
Minimum Rear Yard	9 m	30 ft
Minimum Side Yard	9 m	30 ft
Minimum Flanking Yard	9 m	30 ft
Maximum Building Height	11 m	36 ft

8.2 Commercial Recreation (P2) Zone

8.2.1 Permitted Uses

Table 8.3 lists uses that are permitted in the Recreation (P2) Zone subject to all applicable requirements of this By-law.

Table 8.3: P2 Zone Permitted Uses

Amusement Parks	Playgrounds
Campgrounds	Recreational Facilities
Entertainment Parks	Sports Fields and Courts
Golf Courses	Stadia and Auditoria
Parks	

8.2.2 Zone Requirements

The following requirements apply to the Recreation (P2) Zone:

Table 8.4: P2 Zone Requirements

Minimum Lot Area	4000 m ²	43,056 ft ²
Minimum Lot Frontage	30 m	100 ft
Minimum Front Yard	12 m	39 ft
Minimum Rear Yard	12 m	39 ft
Minimum Side Yard	9 m	30 ft
Minimum Flanking Yard	12 m	39 ft
Maximum Building Height	12 m	39 ft

8.3 Institutional (P3) Zone

8.3.1 Permitted Uses

Table 8.5 lists uses that are permitted in the Institutional (P3) Zone subject to all applicable requirements of this By-law.

Table 8.5: P2 Zone Permitted Uses

Community Centres	Homes for Special Care
Community Homes	Places of Worship
Correctional Facilities	Playgrounds
Day Care Centres	Recreational Facilities
Educational	Residential Care Facilities
Emergency Service	Societies
Governmental	Sports Fields and Courts
Health Care	Walkways and Trails

8.3.2 Zone Requirements

The following requirements apply to the Institutional (P3) Zone:

Table 8.6: P3 Zone Requirements

Minimum Lot Area	1900 m ²	20,451 ft ²
Minimum Lot Frontage	30 m	100 ft
Minimum Front Yard	12 m	39 ft
Minimum Rear Yard	12 m	39 ft
Minimum Side Yard	4.5 m	15 ft
Minimum Flanking Yard	12 m	39 ft
Maximum Building Height	14 m	46 ft

8.3.3 Abutting Yard Requirements

Where an Institutional Use abuts a Residential Zone there shall be no parking, structures, or outdoor storage within any yard abutting a Residential Zone for a distance of 6 m (20 ft) from the abutting property line.

9 • Environmental Management Zones

Environmental Management Zones

E1	Environmental Reserve	E3	1:20 Flood Plain Overlay	E5	Watershed
E2	Flood Plain	E4	1:100 Flood Plain Overlay		

Permitted Uses Table¹

Use	Zones Permitted	Development Agreement Only
Agricultural Uses	E2	
Community Gardens	E2	
Forest Conservation and Management	E1 E5	
Golf Courses	E2	
Parking Lots	E2	
Parks	E2	
Passive Recreation	E1 E2 E5	
Picnic Areas	E1 E2 E5	
Public Works & Utilities	E1 E2 E5	
Sports Fields & Courts	E2	
Walkways & Trails	E2 E5	
Wilderness Education	E1 E2	

1. This permitted uses table is intended to provide a general list of permitted uses in each zone. This table is provided for convenience only and reference should be made to the section and policies corresponding to each zone for a complete list of permitted uses, uses permitted only by development agreement, and uses that are subject to special requirements.

9.1 Environmental Reserve (E1) Zone

9.1.1 Permitted Uses

Table 9.1 lists uses that are permitted in the Environmental Reserve (E1) Zone subject to all applicable requirements of this By-law.

Table 9.1: E1 Zone Permitted Uses

Forest Conservation and Management	Wilderness Education
Passive Recreation	Picnic Areas
Walkways & Trails	Public Works and Utilities

9.1.2 Zone Requirements

The following requirements apply to the Environmental Reserve (E1) Zone:

Table 9.2: E1 Zone Requirements

Minimum Lot Area	no minimum	
Minimum Lot Frontage	6 m	20 ft
Minimum Front Yard	9 m	30 ft
Minimum Rear Yard	9 m	30 ft
Minimum Side Yard	9 m	30 ft
Minimum Flanking Yard	9 m	30 ft
Maximum Building Height	11 m	36 ft

9.1.3 Permanent Structures

No development permit shall be issued in the Environmental Reserve (E1) Zone for the construction of any permanent structures except those associated with Public Works or Utilities constructed by the Town of Truro or in accordance with subsection 9.1.4.

9.1.4 Development Permitted

- a) A development permit may be issued within the Environmental Reserve (E1) Zone for a use permitted in a zone that is contiguous to the subject property, where it can be demonstrated by the applicant, to the satisfaction of the development officer, that the lands to be developed:
 - i) are not within 15 m (49 ft) of the centreline of a watercourse;
 - ii) do not have a slope in excess of 30%; or
 - iii) are not a wetland.
- b) Any development permitted pursuant to clause (a) will be subject to the requirements of a zone that is contiguous to the subject property.
- c) The development officer may require that the applicant provide a geotechnical study prepared by a qualified professional before a development permit will be issued pursuant to clause (a).

9.2 Flood Plain (E2) Zone

9.2.1 Permitted Uses

Table 9.3 lists uses that are permitted in the Flood Plain (E2) Zone subject to all applicable requirements of this By-law.

Table 9.3: E2 Zone Permitted Uses

Agricultural Uses	Picnic Areas
Community Gardens	Public Works & Utilities
Golf Courses	Sports Fields & Courts
Parking Lots	Walkways & Trails
Parks	Wilderness Education

9.2.2 Zone Requirements

The following requirements apply to the Flood Plain (E2) Zone:

Table 9.4: E2 Zone Requirements

Minimum Lot Area	4000 m ²	43,056 ft ²
Minimum Lot Frontage	30 m	100 ft
Minimum Front Yard	12 m	39 ft
Minimum Rear Yard	12 m	39 ft
Minimum Side Yard	9 m	30 ft
Minimum Flanking Yard	12 m	39 ft
Maximum Building Height	12 m	39 ft

9.2.3 Permitted Structures

No development permit shall be issued for a structure or building in the Flood Plain (E2) Zone except for the following:

- a) structures incidental to public works projects;
- b) temporary and portable structures accessory to any Flood Plain (E2) Zone permitted use from April to October; and
- c) structures with a floor area of 10 m² (108 ft²) or less that are used in conjunction with any Flood Plain (E2) Zone permitted use provided the applicant agrees to accept all risks and not hold the Town of Truro responsible for any damages incurred in the event of a flood.

9.2.4 Alteration of Topography

Minor alterations of topography shall be permitted to allow for necessary grading of roads, driveways and parking areas, sports fields, golf courses, and other recreational uses provided the following conditions can be met:

- a) the property owner shall submit an “as constructed” plan prepared by a Professional Surveyor or Professional Survey Engineer indicating contours of the affected area at an interval not less than 0.25 m (0.8 ft); and

- b) no alteration carried out under this subsection shall impede drainage or the flow of flood water or reduce the capacity of flood water storage.

9.2.5 Infilling

Infilling is not permitted in the Flood Plain (E2) Zone except as necessary for public works projects, roadway construction, flood water management, and storm water drainage control, provided:

- a) the property owner shall submit an “as constructed” plan prepared by a Professional Surveyor or Professional Survey Engineer indicating contours of the affected area at an interval not less than 0.25 m (0.8 ft); and
- b) no infilling carried out under this subsection shall impede drainage or the flow of flood water or reduce the capacity of flood water storage.

9.3 Flood Plain Overlays

9.3.1 Permitted Uses

In the Floodway (E3) Overlay and the Floodway Fringe (E4) Overlay, permitted uses shall include all uses permitted in the underlying zones with the following exceptions:

- a) residential institutions such as hospitals, senior citizen homes, homes for special care and similar facilities where flooding could pose a significant threat to the safety of residents if evacuation became necessary; and
- b) any use associated with the warehousing or the production of hazardous materials.

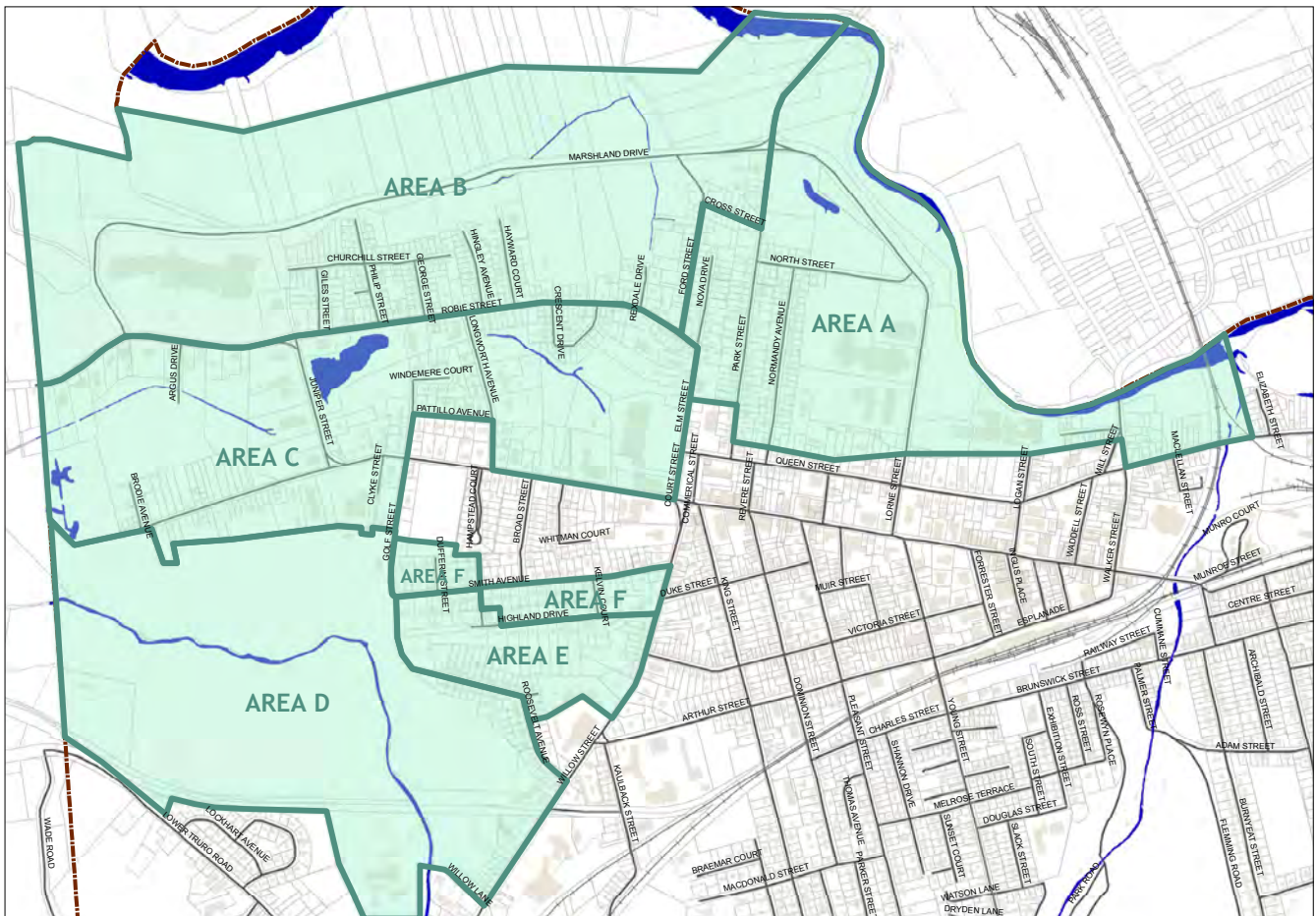
9.3.2 Zone Requirements

In the Floodway (E3) Overlay and Floodway Fringe (E4) Overlay, the zone requirements of the underlying zones shall apply.

9.3.3 Hydrologic Regions

For the purposes of this Section, the Salmon River Flood Plain has been divided into several different Hydrologic Regions that are illustrated in Figure 9.1.

Figure 9.1: Hydrologic Regions



9.3.4 Alteration of Topography

- a) The alteration of topography in the Floodway (E3) Overlay and Floodway Fringe (E4) Overlay is only permitted where:
- the proposed alterations do not include the placement of any fill on the subject property other than infilling permitted pursuant to Section 9.3.5; and
 - the topography is being altered for flood proofing purposes; or
 - the proposed alteration will not impede drainage, the flow of flood water, reduce the capacity of flood water storage within the flood plain.

9.3.5 Infilling

- a) A property within the Floodway (E3) Overlay may be infilled provided:
- the volume of fill is equal to the volume of cuts made at the source of the fill;
 - the fill is from within the same Hydrologic Region;
 - the fill is from within the Floodway (E3) Overlay;
 - the fill is from a cut made above 8.5 m above sea level and below the 1:20 flood elevation; and
 - the infilling will not impede drainage, the flow of flood water, or reduce the capacity of flood water storage within the flood plain.
- b) A property within the Floodway Fringe (E4) Overlay may be infilled provided:
- the volume of fill is equal to the volume of cuts made at the source of the fill;
 - the fill is from within the same Hydrologic Region;
 - the fill is from within the Floodway Fringe (E4) Overlay;
 - the fill is from a cut made above 8.5 m above sea level and below the 1:100 flood elevation; and
 - the infilling will not impede drainage, the flow of flood water, or reduce the capacity of flood water storage within the flood plain.
- c) Fill from off-site and from outside of the same Hydrologic Region may be placed on a property within the Floodway Fringe (E4) Overlay provided the fill is only used for flood proofing purposes in accordance with subsection 9.3.6.

9.3.6 Additional Fill

Additional off-site fill or fill from outside the same Hydrologic Region may be added to the area around any main building that has been flood proofed in accordance with subsection 9.3.6 provided:

- the resulting grade is 3 % or more;
- the fill is only placed within 3 m (10 ft) of a main building; and
- no fill is placed below an elevation of 0.09 m (3.5 inches) above the established 1:100 year flood elevation indicated on mapping prepared under the Canada - Nova Scotia Flood Damage Reduction Program.

9.3.7 More than One Property

Where a proposed cut and fill process involves more than one property owner, the applicant shall provide written consent from each affected property owner of the proposed cut and fill processes.

Figure 9.2: Infilling in the E3 Overlay

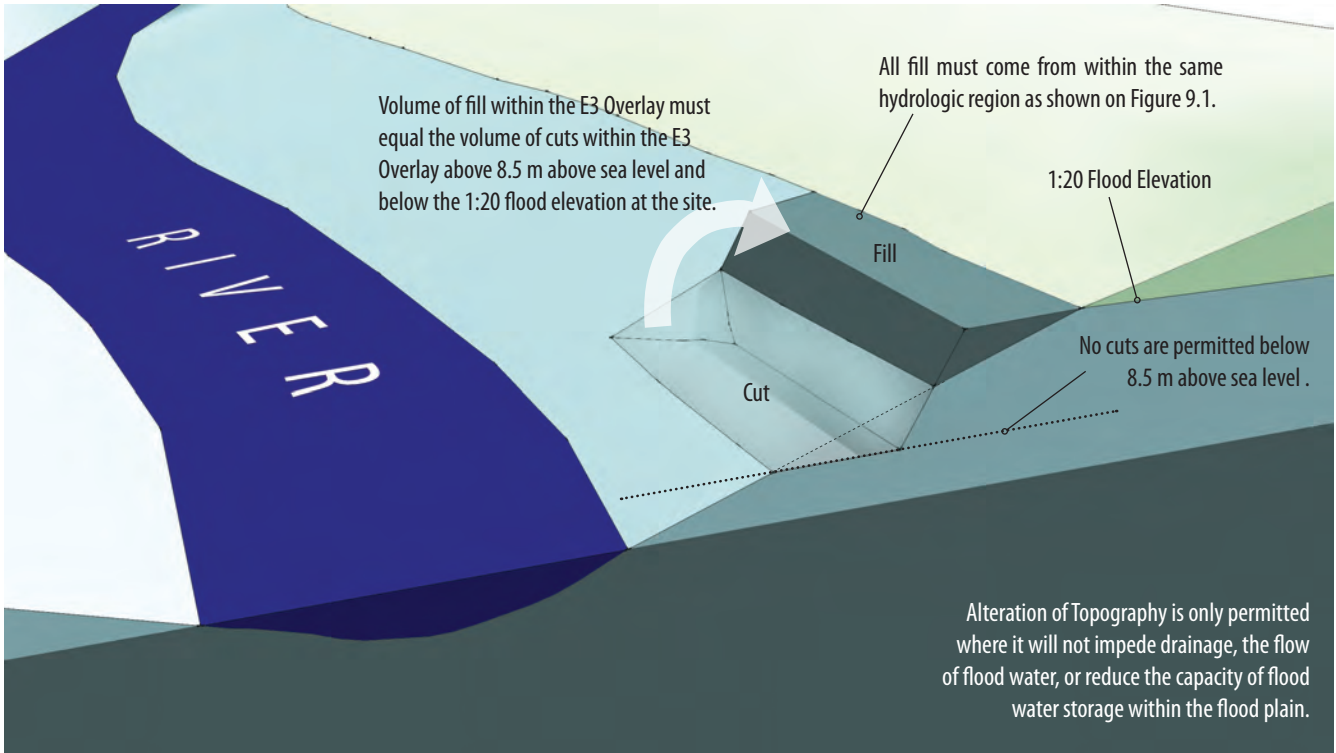


Figure 9.3: Infilling in the E4 Overlay

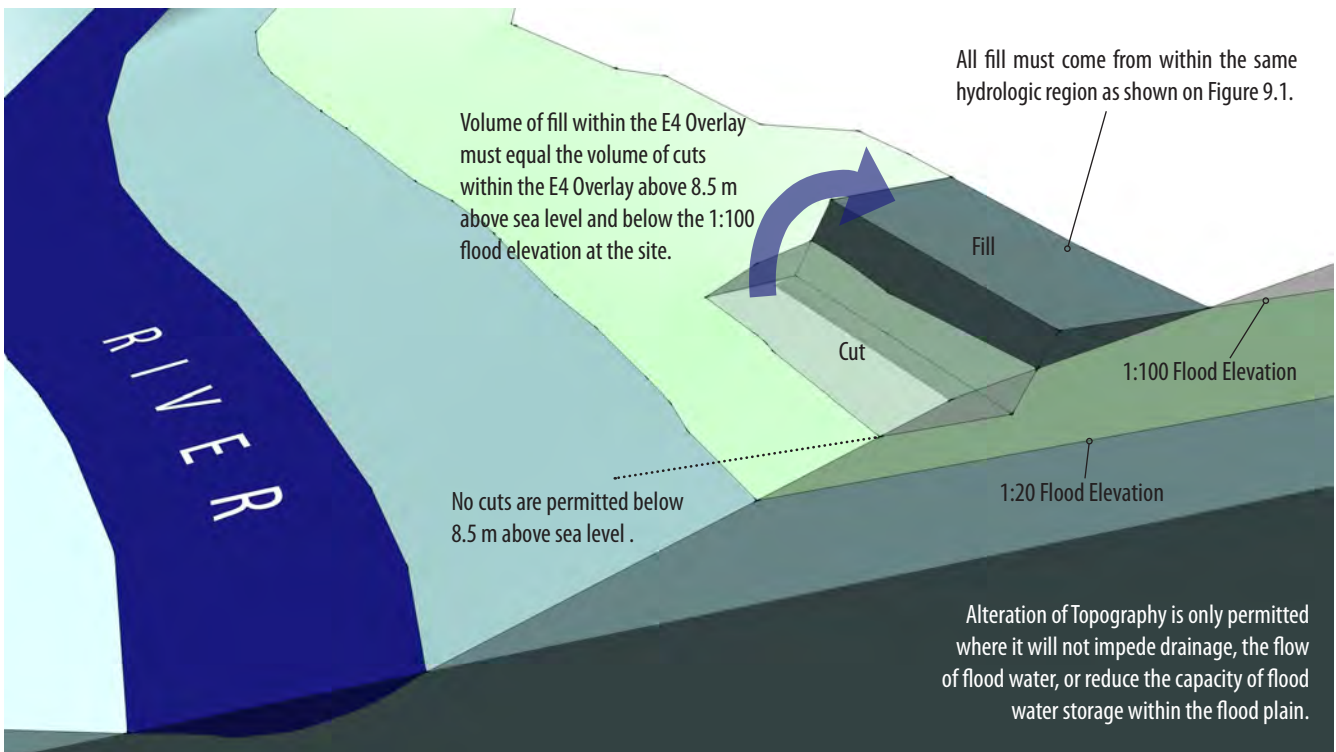
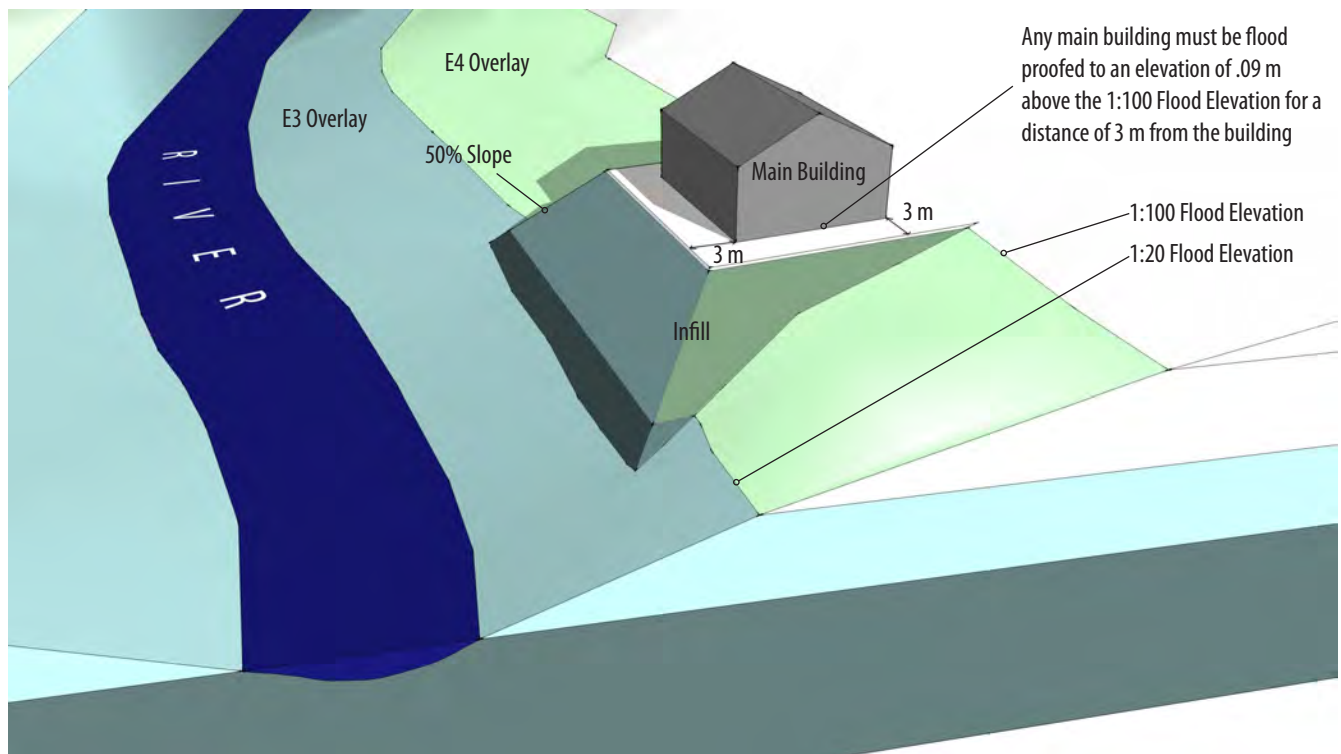
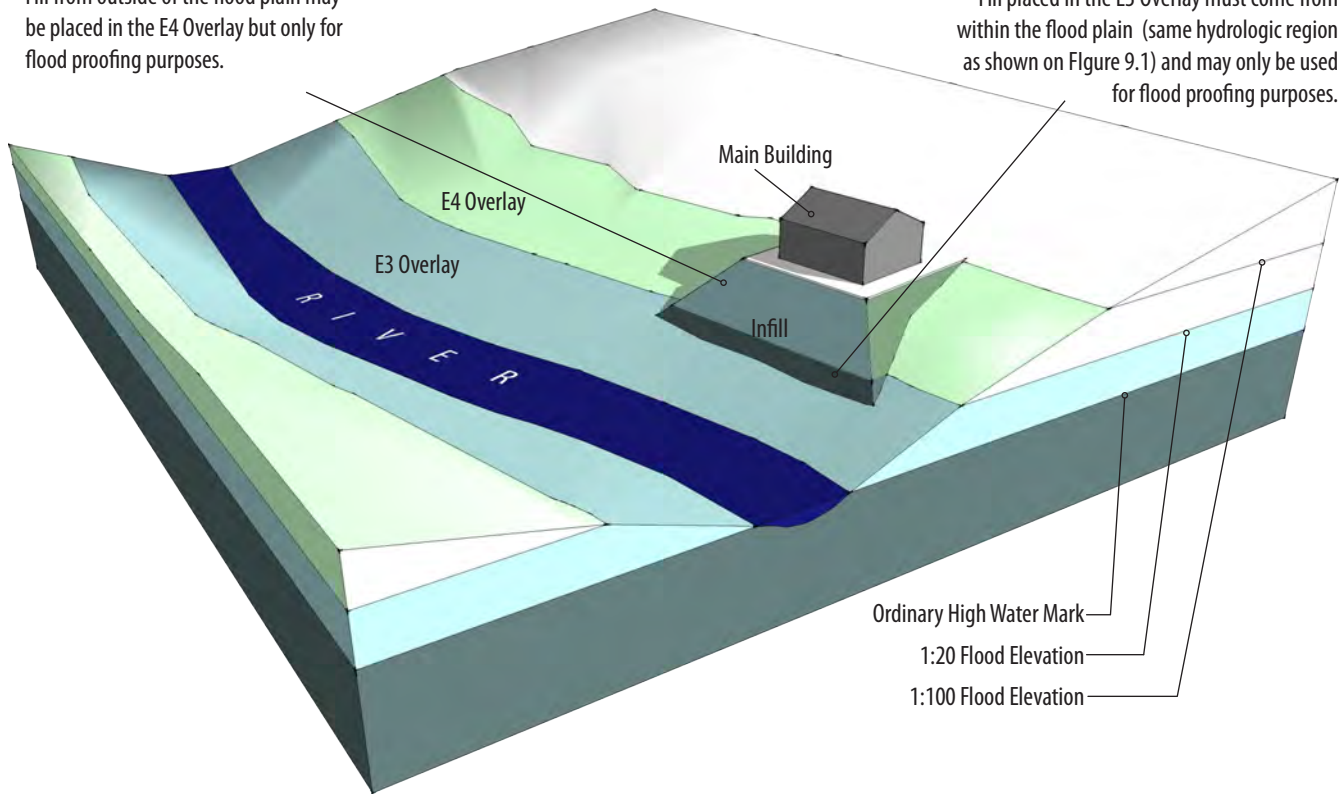


Figure 9.4: Flood Proofing Standards

Fill from outside of the flood plain may be placed in the E4 Overlay but only for flood proofing purposes.

Fill placed in the E3 Overlay must come from within the flood plain (same hydrologic region as shown on Figure 9.1) and may only be used for flood proofing purposes.



9.3.8 Flood Proofing Requirement

- a) All buildings in the Floodway (E3) Overlay or Floodway Fringe (E4) Overlay must be flood proofed in accordance with the following requirements:
 - i) the minimum opening elevation of any main building shall be 0.09 m (3.5 inches) above the established 1:100 year flood elevation indicated on mapping prepared under the Canada - Nova Scotia Flood Damage Reduction Program;
 - ii) fill shall be placed around the perimeter of the building to a height equal to the minimum opening elevation for a distance of 3 m (10 ft) from the building;
 - iii) beyond 3 m (10 ft), the fill shall slope down to existing grade at a 1:1 slope; and
 - iv) at the finished foundation stage of construction, the property owner shall provide the Development Officer with a locational certificate prepared by a Professional Surveyor indicating, in addition to the location of the buildings or structures on the lot, the minimum opening elevation.
- b) Notwithstanding (b)(ii) above, a slope in excess of 1:1 may be permitted where the backfilling has been designed by a Professional Engineer.
- c) Flood proofing shall not directly interfere with storm water drainage.

9.3.9 Permit Requirements

An application for a development permit to flood proof a structure, alter topography, or infill shall be accompanied by a plan showing:

- a) existing and proposed contours of the site at a interval of not less than 0.25 m indicating the areas on the lot(s) to be cut and filled and drainage patterns; and
- b) detailed calculations indicating the volumes of “cut and fill” for each affected property.

9.3.10 Permits

- a) Failure to provide all of the information outlined in subsection 9.3.9 may result in the Development Officer refusing to issue a development permit.
- b) Notwithstanding anything else in this By-law, a development permit to flood proof a structure, alter topography, or infill shall become null and void if the work has not been completed within 12 months from the date of issuance unless an application to renew a permit has been approved by the Development Officer.
- c) In the event the permit has expired and a renewal has not been issued by the Development Officer, the Town may take action to remediate the site or take action as outlined in the Municipal Government Act as amended from time to time.
- d) Within 30 days of the completion of a development, the property owner shall obtain from the Development Officer a Certificate of Compliance.
- e) A Certificate of Compliance shall only be issued when the following conditions have been met:
 - i) the new 1:20 year flood line shall be tied to two consecutive Nova Scotia Survey Control Monuments;
 - ii) provide a new contour of the 1:20 year flood line;
 - iii) submission of a digital file, in a format acceptable to the Town, prepared by a Professional Engineer for (a) and (b) above;

- iv) submit an “as constructed” plan prepared by a Professional Engineer indicating the site civil work required under subsection 11.4.4 has been completed.

9.3.11 Erosion and Sedimentation

The property owner shall, within 30 days, reinstate exposed soils on the property with appropriate landscaping materials to minimize erosion and sedimentation.

9.4 Watershed (E5) Zone

9.4.1 Permitted Uses

Table 9.5 lists uses that are permitted in the Watershed (E5) Zone subject to all applicable requirements of this By-law.

Table 9.5: E5 Zone Permitted Uses

Forest Conservation and Management
Passive Recreation
Walkways & Trails
Picnic Areas
Public Works and Utilities

9.4.2 Zone Requirements

The following requirements apply to the Watershed (E5) Zone:

Table 9.6: E5 Zone Requirements

	no minimum	
Minimum Lot Area		
Minimum Lot Frontage	6 m	20 ft
Minimum Front Yard	9 m	30 ft
Minimum Rear Yard	9 m	30 ft
Minimum Side Yard	9 m	30 ft
Minimum Flanking Yard	9 m	30 ft
Maximum Building Height	11 m	36 ft

9.4.3 Permanent Structures

No development permit shall be issued in the Watershed (E5) Zone for the construction of any permanent structures except those associated with Public Works or Utilities constructed by the Town of Truro.

RESIDENTIAL

- R1 - SINGLE UNIT RESIDENTIAL
- R2 - TWO UNIT RESIDENTIAL
- R3 - GENERAL RESIDENTIAL
- R4 - MULTIPLE UNIT RESIDENTIAL
- R5 - MINI HOME RESIDENTIAL
- R6 - MIXED USE RESIDENTIAL
- R7 - HERITAGE RESIDENTIAL
- R8 - RURAL RESIDENTIAL
- R9 - WATERSHED RESIDENTIAL

COMMERCIAL

- C1 - DOWNTOWN COMMERCIAL
 - C2 - LIMITED COMMERCIAL
 - C3 - LOCAL COMMERCIAL
 - C4 - GENERAL COMMERCIAL
 - C5 - ADULT ENTERTAINMENT
- PUBLIC USE**
- P1 - PARKS & OPEN SPACE
 - P2 - COMMERCIAL RECREATION
 - P3 - INSTITUTIONAL

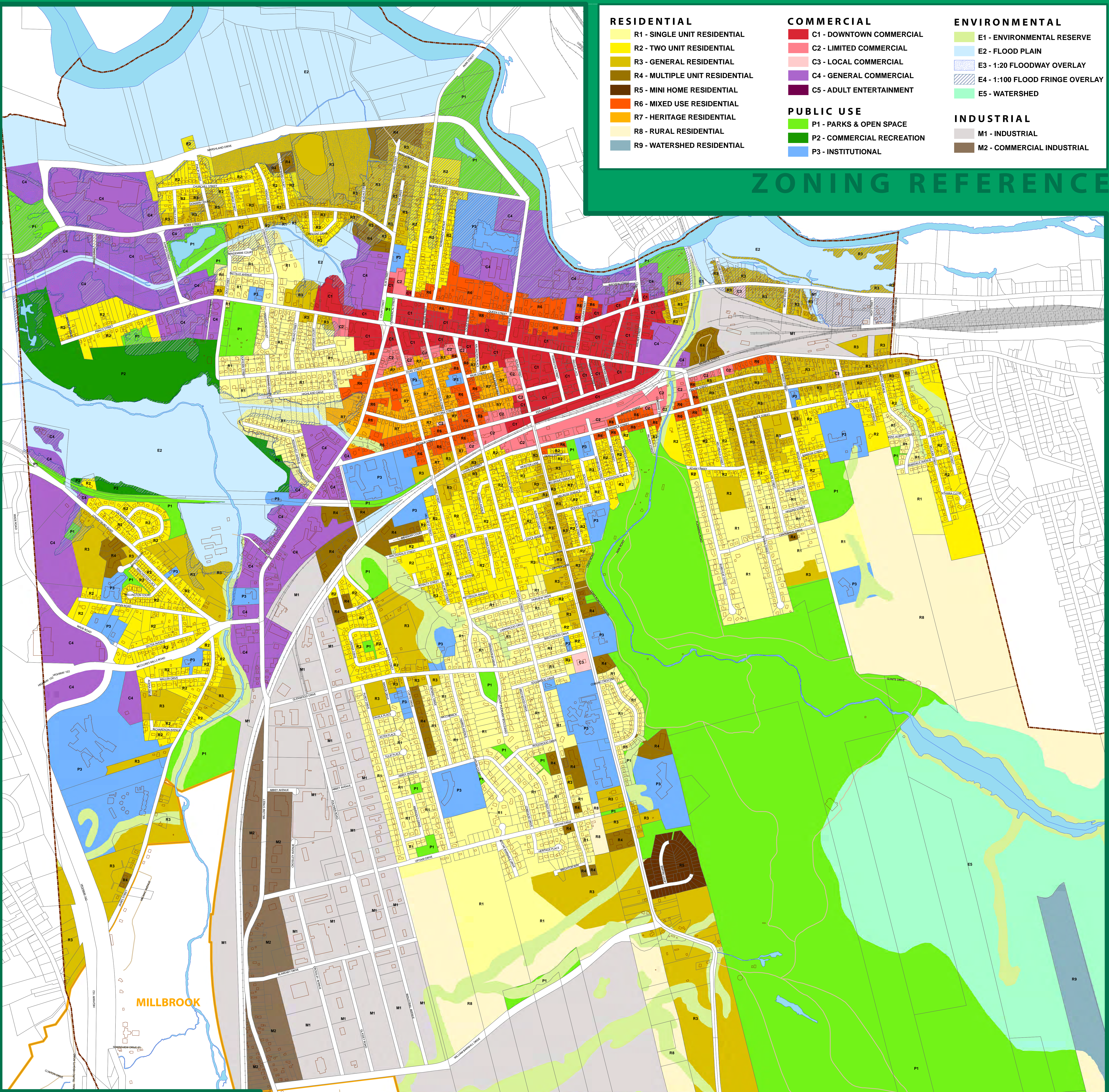
ENVIRONMENTAL

- E1 - ENVIRONMENTAL RESERVE
- E2 - FLOOD PLAIN
- E3 - 1:20 FLOODWAY OVERLAY
- E4 - 1:100 FLOOD FRINGE OVERLAY
- E5 - WATERSHED

INDUSTRIAL

- M1 - INDUSTRIAL
- M2 - COMMERCIAL INDUSTRIAL

ZONING REFERENCE



MILLBROOK

LAND USE BYLAW

SCHEDULE "A"

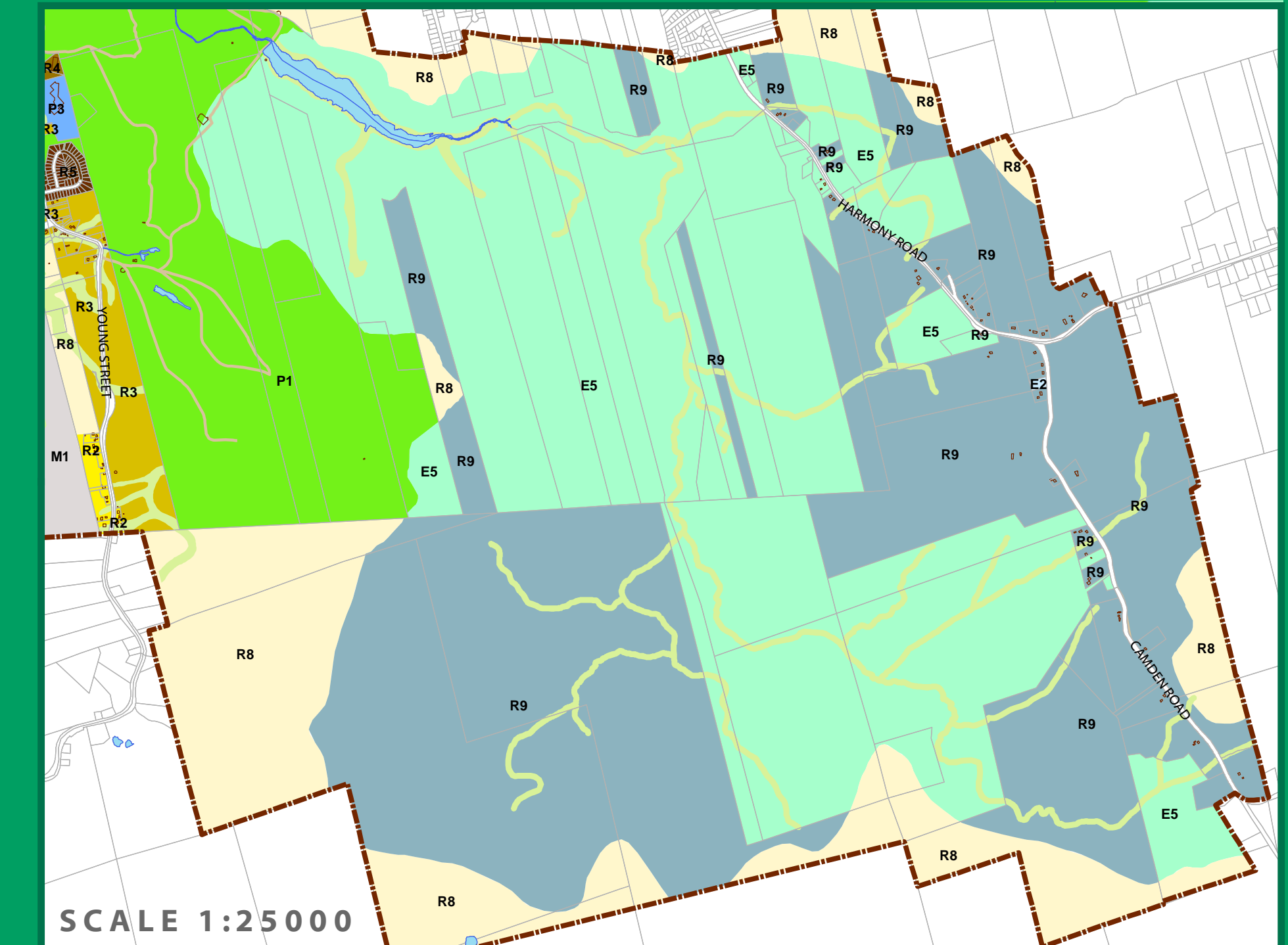


TOWN OF TRURO Zoning Map 2010

PLANNING & DEVELOPMENT SERVICES

THE INFORMATION ON THIS MAP IS A GRAPHICAL REPRESENTATION OF WHICH APPROXIMATES THE LOCATION AND CONFIGURATION OF ATTRIBUTES. CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY; HOWEVER, THIS MAP IS NOT A LAND SURVEY.

WATERSHED AREA



SCALE 1:25000