

SUMMARY OF POLICY REVIEW

The following policies, amongst others, apply to the proposal.

Provincial Planning Statement (2024)		
Theme and Policy	Summary of Policy or Issue	Staff Response
<p>Planning for People and Homes</p> <p>Policies: 2.1.4 a), b) and 2.1.6. a), b), c)</p>	<p>To meet the housing needs of current and future residents, planning authorities must ensure that land designated for residential development can accommodate at least 15 years of growth, and maintain land with sufficient servicing capacity to provide a minimum three year supply of residential units through appropriately zoned areas, including draft approved or registered plans.</p> <p>Planning authorities should promote complete communities by accommodating a diverse mix of land uses, housing, transportation options, employment, and public services to meet long-term needs; enhancing accessibility for people of all ages and abilities by addressing land use barriers; as well as improving social equity and quality of life for all, including equity deserving groups.</p>	<p>The proposed development supports the objectives outlined for meeting current and future housing needs and promoting complete communities. By adapting an existing place of worship into a single detached dwelling, the proposed development contributes to the efficient use of land and aligns with the goal of accommodating diverse housing options within settlement areas.</p> <p>While the property relies on a holding tank for wastewater disposal, the proposal has been reviewed and approved with conditions to ensure compliance with environmental and servicing standards. The adaptive reuse not only preserves the character of the area, but it also enhances accessibility and housing diversity, addressing long-term community needs while supporting sustainability.</p> <p>The proposal is consistent with these policies.</p>
<p>Settlement Areas</p> <p>Policies: 2.3.1.1; 2.3.1.2 a), b), c), e) and 2.3.1.3</p>	<p>Settlement areas shall be the focus of growth and development. Land use patterns within settlement areas should efficiently use land and resources, appropriately utilize existing infrastructure and public services, be transit-supportive where transit exists or is planned, and support freight movement.</p>	<p>The proposed development, consisting of the adaptive reuse of an existing place of worship into a single detached dwelling, aligns with the directive that settlement areas should be the focus of growth and development. By repurposing an existing building within a settlement area, the proposal efficiently utilizes land and resources while maintaining compatibility with the surrounding rural character. The use of the existing wastewater holding tank, approved under specific conditions, ensures the development appropriately utilizes existing infrastructure. The applicant provided an updated Hydrogeological Report by Soil-Mat Engineers & Consultants Ltd., dated November 15, 2024, which supports the use of the holding tank. Additionally, a pumping test of the new water supply well, the location of the new well, and the</p>

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Settlement Areas Policies: 2.3.1.1; 2.3.1.2 a), b), c), e) and 2.3.1.3 (continued)		decommissioning of the existing well have been considered to ensure that the development meets all necessary standards for private water and wastewater services. This approach supports the efficient use of land and infrastructure, contributing to sustainable land use patterns within the settlement area. The proposal is consistent with these policies.
Sewage and Water Services Policies: 3.6.1 and 3.6.4	Planning for sewage and water services should accommodate forecasted growth by optimizing the use of existing municipal and private communal systems where municipal services are unavailable or impractical. These systems must be sustainable, climate resilient, financially viable, and protective of human health, safety, and the natural environment. Where municipal or communal services are unavailable or unfeasible, individual on-site sewage and water services may be used if site conditions support their long term use without negative impacts.	The proposed development aligns with the policy directive by optimizing the use of existing on-site water and sewage systems in the Sheffield Rural Settlement area, where municipal services are unavailable. The revised Hydrogeological Assessment dated November 15, 2024, confirms that the existing well and wastewater holding tank are adequate to support the development without adverse impacts, meeting the standards of the City's guidelines for hydrogeological studies and private services. This ensures the system is sustainable, protective of human health and the environment, and consistent with the policy objectives. The proposal is consistent with this policy.

Greenbelt Plan (2017)		
Theme and Policy	Summary of Policy or Issue	Staff Response
Settlement Areas Policy: 1.2.2.4	The policies support a robust rural economy by enabling necessary residential, institutional, and commercial/industrial uses for current and future populations within the Greenbelt, especially in settlement areas. They aim to preserve the character of the countryside and rural communities, foster complete communities that enhance human health and social well-being, and promote economic and environmental sustainability, with a long-term goal of achieving net-zero, low-carbon communities.	The proposed development, located within a rural settlement area designated as a Hamlet in the "Protected Countryside" of the Greenbelt Plan, involves the adaptive reuse of a vacant place of worship into a single detached dwelling. The conversion contributes to the local rural community by preserving the existing building's exterior and maintaining the area's rural character. The proposal relies on private servicing for water and wastewater. A Hydrogeological Report by Soil-Mat dated January 5, 2024, and a FlowSpec Class 4 Servicing Assessment dated August 2024, confirm that the existing holding tank is adequate for wastewater disposal without environmental impacts. Upgrading to

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<p>Settlement Areas</p> <p>Policy: 1.2.2.4 (continued)</p>		<p>a Level IV treatment unit (tertiary system) was deemed unnecessary due to the hydrogeological sensitive conditions and policy limitations for undersized, privately serviced lots. Following discussions with the City's Building Division and Source Water Protection staff, the holding tank's continued use was deemed satisfactory and approved as an alternative solution under the <i>Building Code Act</i>.</p> <p>The proposal conforms to this policy.</p>
<p>Climate Change</p> <p>Policy: 1.2.2.6 b)</p>	<p>Integrating climate change considerations into planning and managing growth that includes incorporating techniques to reduce greenhouse gas emissions and increasing the resilience of settlement areas and infrastructure within the Greenbelt.</p>	<p>The proposed development aligns with climate change considerations by preserving the existing building, reducing the need for new construction materials and minimizing waste. The adaptive reuse of a vacant place of worship into a single detached dwelling supports sustainable growth by maintaining the rural character of the area while ensuring minimal environmental impact. The use of the existing private servicing for water and wastewater avoids unnecessary infrastructure expansion. This approach contributes to resilience by reducing the environmental footprint and adhering to policy limitations for undersized, privately serviced lots within the Greenbelt.</p> <p>The proposal conforms to this policy.</p>

Rural Hamilton Official Plan (Volume 1)		
Theme and Policy	Summary of Policy or Issue	Staff Response
<p>Wise management and conservation of cultural heritage resources.</p> <p>Policies: B.3.4.2.1 a) to i), B.3.4.2.2, B.3.4.2.6, B.3.4.2.7, and B.3.4.6.1</p>	<p>These policies focus on the wise management and conservation of cultural heritage resources, establishing goals for preserving the heritage character of Hamilton's diverse districts, communities, and neighborhoods. The City will consider these differences when evaluating development proposals to maintain the unique heritage character of each area. The policies aim to ensure the conservation and protection of cultural heritage resources through appropriate planning, design measures, or development conditions. The policy encourages land uses and development activities that protect, maintain, and enhance areas of cultural heritage significance and utilizes relevant provincial legislation to manage and safeguard these resources effectively.</p>	<p>The subject property is comprised of a two and a half storey brick building, formerly known as the Sheffield Presbyterian Church, and is included in the City's Inventory of Heritage Properties. The application is proposing to adaptively reuse the existing building as a single detached dwelling with no alterations to the exterior of the building. The recommended Zoning By-Law in Appendix C attached to Report PED25063 applies site specific provisions that apply to the lot and building existing on the date of the passing of the by-law. The Zoning By-law also requires that the existing building be retained. As no exterior alterations are proposed, the building will continue to contribute to the diverse built form within the rural area of Sheffield.</p> <p>The proposal complies with these policies.</p>
<p>Tree and Woodland Protection</p> <p>Policy C.2.10.1</p>	<p>The City recognizes the importance of trees and woodlands to the health and quality of life in our community. The City shall encourage sustainable forestry practices and the protection and restoration of trees and forests, including significant woodlands, wooded areas, hedgerows, and tree cover within Urban and Rural Settlement Areas.</p>	<p>The proposed development aligns with the City's commitment to sustainable forestry practices and the protection of trees and woodlands. The development includes a Tree Protection and Management Plan and Landscape Plan, which demonstrate efforts to retain all existing trees on the subject and adjacent lands. By preserving the existing tree cover, the project supports the City's goal of protecting and restoring trees and forests, including significant woodlands, wooded areas, hedgerows, and tree cover within Rural Settlement Areas. This approach contributes to the overall health and quality of life in the community.</p> <p>The proposal complies with this policy.</p>

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<p>Planning and Implementation of Road Network Policy: C.4.5.2</p>	<p>Arterial roads in rural areas are primarily intended to carry high volumes of intra-municipal and inter-regional traffic. Land access is secondary to this function. The maximum right-of-way width is generally 36.567 metres but can be up to 45.720 metres in specific cases. These roads are typically organized in a grid pattern, and may include paved shoulders for farm vehicles, pedestrians, and cyclists. Separate facilities for pedestrians and cyclists may also be provided, and on-street parking may be prohibited.</p>	<p>Given that the proposed development involves the adaptive reuse of an existing building, it is staff's opinion that the proposal will not impact traffic or congestion on nearby arterial roads. It is anticipated that a single detached dwelling will generate less traffic when compared to its previous use as a place of worship.</p> <p>The proposal complies with this policy.</p>
<p>Access Management Policies Policies: C.4.5.8.1, C.4.5.8.3, and C.4.5.8.4</p>	<p>The efficiency, safety, and traffic carrying capacity of arterial roads shall be protected by minimizing the number of intersecting streets and access points as well as providing sufficient spacing between them.</p>	<p>The proposal will utilize the existing driveway with access onto Old Highway 8. No new driveways are proposed.</p> <p>The proposal complies with these policies.</p>
<p>Infrastructure Policy: C.5.1.1</p>	<p>No approvals for development in Rural Hamilton will be granted that could impact or involve private services without compliance with the following:</p> <ul style="list-style-type: none"> • Applicants must submit detailed information on existing or proposed private water and wastewater services at the time of their application, to the satisfaction of the City; • where sufficient information is not available to enable a full assessment of on-site and off-site water supply and/or sewage disposal, a hydrogeological study completed in accordance with Section F.3.2.5 shall be submitted; • A hydrogeological study shall be completed in accordance with the Hydrogeological Study Guidelines, as may be amended from time to time; 	<p>The proposed development complies with the requirements for development in Rural Hamilton involving private services. Based on the FlowSpec Class 4 Servicing Assessment dated August 2024, and the Hydrogeological Report by Soil-Mat dated January 5, 2024, it has been determined that the existing holding tank is adequate for wastewater disposal without causing environmental impacts. The Hydrogeological Report recommended a Level IV treatment unit (tertiary system), but due to the hydrogeologically sensitive conditions of the area, including fractured bedrock and shallow overburden, the use of such a system was not deemed appropriate. Staff do not support the use of a Level IV treatment unit (tertiary system) when determining the appropriate size of a parcel to accommodate a new use, which is consistent with the recommendations of approved Staff Report PW20082(a)/PED23047.</p>

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<p>Infrastructure</p> <p>Policy: C.5.1.1</p>	<ul style="list-style-type: none"> Development of a new land use or a new replacement building on an existing lot that requires water and/or sewage servicing may only be permitted where it has been determined that the soils and size of the lot are sufficient to accommodate the water system and sewage disposal system within acceptable levels of on-site or off-site impacts, including nitrate impacts and shall include sufficient land for a reserve discharge site or leaching bed; and, The existing or proposed wastewater system shall not include a sewage disposal holding tank. 	<p>Building Division and Source Water Protection staff have no objection to the continued use of the holding tank as an alternative servicing solution under the <i>Building Code Act</i>, subject to additional requirements, with all necessary clearances provided by the applicant. The Building Division recognized the unique policy perspectives that apply in the rural area regarding private services, maintaining the rural character and preserving trees. Given the sensitive hydrogeological conditions of the site, maintaining the holding tank does not negatively impact the environment, therefore the holding tank is considered the favourable solution to address wastewater for the proposed adaptive reuse of the existing building. Planning staff are of the opinion that the existing servicing methods were satisfactory to achieve the overall servicing goals of the Rural Hamilton Official Plan, subject to the Rural Hamilton Official Plan Amendment.</p> <p>The proposal complies with this policy.</p>
<p>Infrastructure</p> <p>Policy: C.5.1.3</p>	<p>The landowner shall be responsible for the maintenance and repair of all private water supply and sewage disposal systems in accordance with all applicable legislation.</p>	<p>The landowner has demonstrated responsibility for the maintenance and repair of the private wastewater disposal system, as evidenced by servicing receipts in support of the proposal. The existing holding tank is equipped with an alarm system to ensure timely emptying, and inspections confirm it is in good operating condition, with no signs of erosion or damage. The landowner has maintained the tank regularly throughout their ownership, in compliance with applicable legislation.</p> <p>The proposal complies with this policy.</p>
<p>Rural Settlement Areas:</p> <p>Policies: D.5.0 and D.5.1.1</p>	<p>The Rural Settlement Area designation, as shown on Schedule D – Rural Land Use Designations, marks areas outside the Urban Area where a variety of small-scale land uses and developments have clustered, serving as residential and service centres for the immediate and surrounding rural community.</p>	<p>Sheffield is designated as a Rural Settlement Area. An assessment of the relevant policies within Section C.1.0 and the relevant policies of the Greenbelt Plan have been provided above.</p> <p>A Hydrogeological Report dated January 5, 2024, and a FlowSpec Class 4 Servicing Assessment dated August 2024, confirm that the existing holding tank is adequate to</p>

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<p>Rural Settlement Areas:</p> <p>Policies: D.5.0 and D.5.1.1 (continued)</p>	<p>Any development within these areas must also comply with the provisions of Section C.1.0, which covers Provincial Plans, as detailed on Schedule A – Provincial Plans.</p>	<p>provide wastewater disposal without causing environmental impacts. Upgrading to a Level IV treatment unit (tertiary system) was deemed inappropriate due to the hydrogeological sensitive conditions of the subject lands and policy limitations for undersized, privately serviced lots. Following discussions with the City’s Building Division and Source Water Protection staff, the holding tank’s continued use was approved as an alternative solution, subject to additional requirements, with all necessary clearances provided by the applicant.</p> <p>The proposal complies with these policies.</p>
<p>Policy direction for the implementation of the planning policy and tools to enforce the Rural Hamilton Official Plan.</p> <p>Policies: F.3.2.5.1, F.3.2.5.2, F.3.2.5.3, and F.3.2.5.4 a) to e)</p>	<p>The City has prepared and adopted Guidelines for Hydrogeological Studies and Technical Standards for Private Services, directing the technical assumptions and methodologies for hydrogeological studies, to be used by proponents and professionals. Hydrogeological studies, conducted by qualified professionals such as engineers or hydrogeologists, are necessary to determine if a proposed site can sustainably support private water and wastewater systems as per city policies. If a site is deemed sustainable, the study must ascertain:</p> <ul style="list-style-type: none"> - the appropriate lot size; - ensure adequate water supply; - verify no negative impact on neighbouring wells; - evaluate potential groundwater and surface water effects from sewage disposal; and, - recommend conditions to ensure long-term sustainability of services before any final development approval is granted. 	<p>The Hydrogeological Assessment and Onsite Wastewater Servicing Assessment does meet the general intent of the City’s Guidelines for Hydrological Studies and Technical Standards for Private Services requirements. The reports were prepared by qualified professionals to assess the feasibility of sustainably servicing the proposed use with private water and wastewater systems, in alignment with the policies of the Official Plan.</p> <p>While the proposed development does not aim to sever or create new parcels of land, the findings in the submitted reports ascertain that the existing lot of record is adequately sized to accommodate the existing holding tank while allowing ample space for the leaching bed as stipulated by the Ontario Building Code. The studies evaluate the availability of sufficient and suitable potable water supply that will not adversely affect neighboring wells. Furthermore, they analyze the potential impacts of the proposed wastewater disposal on both on-site and off-site groundwater and surface water resources. The report includes conditions of approval to ensure the sustained viability of the proposed services in the long term.</p> <p>A Hydrogeological Report dated January 5, 2024, and a FlowSpec Class 4 Servicing Assessment dated August 2024, confirm that the existing septic holding tank is adequate for</p>

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<p>Policy direction for the implementation of the planning policy and tools to enforce the Rural Hamilton Official Plan.</p> <p>Policies: F.3.2.5.1, F.3.2.5.2, F.3.2.5.3, and F.3.2.5.4 a) to e)</p> <p>(continued)</p>		<p>wastewater disposal without causing environmental impacts. Following discussions with the City’s Building Division and Source Water Protection staff, the holding tank’s continued use was approved as an alternative solution under the <i>Building Code Act</i>, subject to additional requirements, with all necessary clearances provided by the applicant.</p> <p>The proposal complies with these policies.</p>

Rural Hamilton Official Plan Volume 2 - Rural Settlement Area Plans (Sheffield)		
Theme and Policy	Summary of Policy or Issue	Staff Response
<p>Rural Settlement Area</p> <p>Policies: A.1.1.2.3, A.1.1.2.4. a) to c), A.1.1.2.8, and A.1.1.2.9.</p>	<p>In Rural Settlement Areas, the primary use is low density residential generally in the form of single detached dwellings, along with small scale commercial activities, parks, and essential institutional facilities like schools and places of worship.</p> <p>Development must match the existing built environment in height, density, and character, obtain City approval for water and wastewater services with lots no smaller than one acre, and comply with Natural Heritage System policies. On Settlement Institutional lands, community serving facilities may be allowed, emphasizing the conservation and adaptive reuse of existing buildings, subject to plan and zoning by-law amendments.</p>	<p>The application proposes the redesignation and rezoning of the subject lands to permit the adaptive reuse of a former place of worship as a single detached dwelling. Given that the building currently exists and no modifications to the exterior are proposed, the built form is compatible with the existing character of the area.</p> <p>As noted above, when assessing the Policy C.5.1.1, an alternative servicing solution under the <i>Building Code Act</i> permits the continued use of the existing holding tank.</p> <p>The proposal complies with these policies.</p>

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<p>Land Use Designations</p> <p>Policy: A.3.11.3 “Settlement Residential” designation</p> <p>Policy: A.1.3.1 “Settlement Institutional” designation</p> <p>Policy: A.1.5.1 b)</p>	<p>Map 14 establishes the land use pattern of future development and redevelopment of the Sheffield Rural Settlement Area. The policies pertaining to the four land use categories are detailed in the policies set out in Sections A.1.2 to A.1.7, Volume 2 of the Rural Hamilton Official Plan.</p> <p>Residential uses are limited to single detached dwellings, small scale residential care facilities and small scale institutional uses.</p> <p>On lands designated “Settlement Institutional”, places of worship, schools, community centres and similar uses that are related to the needs of the residents in the Rural Settlement Area are permitted. The City shall encourage the conservation of existing institutional buildings where appropriate, especially the adaptation of existing structures for new uses by amendment to the Rural Hamilton Official Plan and the Zoning By-law, if required.</p>	<p>The application proposes interior modifications to convert the building into a single detached dwelling, with no exterior changes. The Rural Hamilton Official Plan Amendment proposes to redesignate the property from "Settlement Institutional" to "Settlement Residential," and the Zoning By-law Amendment seeks to change the zoning from Settlement Institutional (S3) to a site specific Settlement Residential (S1) Zone. The applications meet the general intent of this policy and facilitate the adaptive reuse of the place of worship as a single detached dwelling.</p> <p>Therefore, the proposal complies with these policies.</p>
<p>Implementation</p> <p>Policies: A.1.8.1 and A.3.11.3.3</p>	<p>Secondary Plans including Rural Settlement Area Plans are subject to the policies of Section F, Implementation of Volume 1 of this Plan. In addition, any development or redevelopment within the Sheffield Rural Settlement Area Plan must conform to the relevant policies of Volume 1 of the Rural Hamilton Official Plan.</p>	<p>The subject lands are within a designated “Rural Settlement Area” and are zoned Settlement Institutional (S3) Zone. The property is located at the intersection of Sheffield Road and Old Highway 8 and is recognized as an "Inventoried Property" for its cultural heritage as it was historically the "Sheffield Presbyterian Church" built in 1891. No exterior changes or additions are proposed to accommodate the proposed single detached dwelling. The entire Sheffield Settlement Area is classified as a Cultural Heritage Landscape, with several properties inventoried as cultural heritage sites. There are no municipal water or wastewater services available in this area, and an alternative solution to accommodate private wastewater services was approved. It was determined that the existing servicing methods were satisfactory to achieve the overall servicing goals of the Rural Hamilton Official Plan.</p> <p>The proposal complies with these policies.</p>