

MEMORANDUM

TO: Oxbow Lake Cottage Association

FROM: Stefan Szczerbak

DATE: July 2nd, 2021

**SUBJECT: Subdivision S2021-03 (Muskoka Lakeside Properties Inc.)
Information, studies and timelines.**

A plan of subdivision (under the jurisdiction of the District of Muskoka) and concurrent zoning application (under the jurisdiction of the Township of Lake of Bays) have been submitted for the subject property.

Under the normal processing of these applications, District staff review the submission and deem the application “complete” when all items (e.g., fees, draft plan, supporting technical documents, etc.) have been submitted. When the file is “complete”, staff draft an information report for inclusion in a future Community and Planning Services Committee meeting. Said report is attached to this memo and it was reviewed at the June 24, 2021 meeting of the Committee.

The purpose of this staff report is to inform the public and District and Lake of Bays Council members of the application. It also provides some basic information on the property, the proposal and a list of technical reports supporting the proposal. Page 2 of the staff report lists these documents. Please click on the hyperlink to obtain a copies of these documents.

In the meantime, I have also had several discussions with Emily Crowder, District Planner assigned to this file. Her contact info is below:

**Emily Crowder
Planner**

The District Municipality of Muskoka
70 Pine Street, Bracebridge, ON P1L 1N3

Phone: (705) 645-6764 x4313
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emily.crowder@muskoka.on.ca

She has provided me with additional information related to the application. In particular, she mentioned that the Environmental submission is in the process of being peer reviewed and Hutchinson Environmental will be conducting this review. This consultant works for the District (representing the public interest) and the applicant is responsible for paying for this service. This is a common process.

The peer-review process will take approximately 6 weeks to complete. The District of Muskoka will schedule a statutory public meeting after the peer review consultant is generally satisfied with the methodology and recommendations contained in Environmental report. Immediate neighbours and the Association will be circulated the formal Notice of Public meeting, at least 20 days in advance of the scheduled meeting. It will likely be a digital public meeting using Zoom or some other digital platform. It will be hosted and attended by both the District and the Township Committee and Council members, as well as staff from both offices. A decision on the subdivision will not be made at this meeting.

Depending on the number of planning or other technical issues/questions raised at this public meeting, will determine when a future meeting is scheduled to decide on this application. It is likely that the Township will not make any formal decision on the Zoning application until the District has formally dealt with the subdivision application.

An individual or an Association can file an appeal of a decision to the Ontario Land Tribunal (formerly the Local Planning Appeal Tribunal), after the District has made their final decision. Only those individuals that participate in the statutory public meeting (verbal or written) have the right to appeal a decision.

Please note that as a professional planner, we cannot advocate for any person or group of people. Our job is to review an application with respect to existing planning policies while weighing the greater public interest into our professional opinion. If technical issues arise, it is always recommended to seek out a professional in that field to appropriately review the issues and provide their opinion.

Next Steps

It is recommended that everyone review the technical documents and wait until the peer review comments are received before deciding on your personal or organizational opinions related to these files. In the meantime, I will start to review the applicable planning policies as it relates to the key issues noted by the survey results.

Please do not hesitate to reach out to me if there are any questions or concerns about the process and next steps.

Thank you.

Att.

