Background Report

Zoning By-law Conformity Update

Town of East Gwillimbury

Prepared by NPG Planning Solutions Inc.
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NPG PLANNING SOLUTIONS

EG East Gwillimbury

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Introduction

The Town of East Gwillimbury ("Town") is lower-tier municipality within the Regional Municipality within the upper-tier municipality of York ("York Region"). By 2051, the Town's population is expected to reach 128,600 people, with the number of jobs projected to reach 44,300. This projection represents a population growth of 92,900 residents and 33,700 jobs from 2021 based on Table 1 – York Region Population and Employment Forecast by York Region Official Plan. To responsibly manage and direct growth into 2051, the Town updated its Official Plan ("Town OP"), which was adopted and endorsed by Town Council on June 21, 2022. This version of the Town OP has since been updated to address consistency with the 2024 Provincial Planning Statement. A revised version of the updated Town OP has been sent to the province in November 2025.

The Town OP establishes the broad goals, objectives and policies for growth and development in the community. In the Town OP, the Town is envisioned to grow as a complete, healthy and sustainable community that will provide opportunities for residents of all life stages to live, work, play and learn.

Following the Town OP update process, and as per *Planning Act* Requirements, the Town's Comprehensive Zoning By-law ("Town ZBL") must be updated to conform to the Town OP. The Town ZBL implements the broad policy direction of the Town OP through specific zoning standards regulating land use. The standards are legally enforceable regulations for development. A Zoning By-law is one tool to control land use, however there are other *Planning Act* tools that can be used to control and regulate the development of lands.

This report will outline a framework for understanding and updating the Town ZBL. Sixteen (16) Technical Briefs will follow outlining changes that are required to the sections of the Town ZBL.

Purpose of the Zoning By-law Update

The purpose of this Background Report is to provide an overview of the Town ZBL explaining its significance and the reasons for this update. This Report will also outline the policy and legislative framework for land use planning in Ontario, of which the Zoning By-law is an important component. The background context in this report provides a foundation for understanding the importance of a Zoning By-law that addresses the unique needs of the community so that built form and land uses are contextually appropriate and able to responsibly accommodate growth.

This Background Report does not provide recommendations for the new Town ZBL. Recommended updates will be provided in the future Technical Briefs outlining changes that are required to the sections of the Town ZBL. This Background Report provides a "snap-shot" of the current planning context to guide future phases on the Project.

This Zoning By-law Conformity Update will result in amendments to the Town ZBL addressing required changes to conform to applicable legislation and policy, and revisions necessary to address reoccurring issues.

About the Town of East Gwillimbury

The Town of East Gwillimbury is comprised of Sharon, Queensville, Holland Landing, and Mount Albert. There are also significant amounts of land within the Greenbelt Plan and the Oak Ridges Moraine. Between 2016 and 2021 the Town was considered to be the fastest growing municipality in Canada, with the population growing by 44 percent in that time frame.

Established neighbourhood areas that include a range of dwelling types exist in the Town. Although the Town continues to be composed largely of agricultural lands, there have been areas identified for significant development, mainly identified as secondary plan areas. There are currently five secondary plan areas in the Town, which are: Holland Landing; Queensville; Sharon; the Highway 404 Employment Corridor Secondary Plan, and the Green Lane Corridor.

Mixed Use and Commercial Areas are found in the Town and are organized along local and regional corridors, as well as within local and major local centres. The southwestern portion of Green Lane, just north of Newmarket is characterized as a regional corridor located between two major local centres. Importantly, this area also includes a GO Train station.

There are several employment areas in the Town that are strategically located in proximity to transportation routes, such as Highway 404 and the CN rail line.

There are 392 properties in the Heritage Register, with 12 of those properties being designated under Part IV of the Ontario Heritage Act These properties reflect the individuals, institutions, industries and services significant to the Town's history. At the time of writing, Town Planning Staff are working on the creation of a heritage conservation district.

Planning Document Review

Planning Act, R.S.O. 1990, c. P.13

The *Planning Act* is provincial legislation that establishes the framework for land use planning in Ontario. It describes how land uses may be controlled, and who may control them.

Section 34(1) through to Section 34(5.1) of the *Planning Act* describe the scope of Zoning By-laws. A summary is as follows:

Zoning By-laws may be passed by the councils of local municipalities to restrict:

- The use of land;

- The erecting, locating or using of buildings;
- The use or erection of buildings or structures on land that is subject to flooding or on land with steep slopes, or that is rocky, low-lying, marshy, unstable, hazardous, subject to erosion or to natural or artificial peril;
- The use of land and the erecting, locating or using of buildings or structures on land that is contaminated, contains a sensitive groundwater feature or a sensitive surface water feature, or that is within an area identified as a vulnerable area in a drinking water source protection plan;
- The use of land and the erecting, locating or using of buildings or structures within natural features and areas; and
- The use of land and the erecting, locating or using of buildings or structures on land that is the site of a significant archaeological resource.

Zoning By-laws may also be passed by councils to regulate:

- The type of construction and the height, bulk, location, size, floor area, spacing, character and use of buildings or structures to be erected, and the minimum frontage and depth of the parcel of land and the proportion of the area thereof that any building or structure may occupy;
- The minimum area of the parcel of land, the minimum and maximum density, and the minimum and maximum height of development; and,
- The minimum elevation of doors, windows or other openings in buildings or structures.

Zoning By-laws are also allowed to:

- Require owners or occupants of buildings or structures to provide and maintain loading or parking facilities, except where the *Planning Act* provides otherwise; and,
- Prohibit the use of land or the erection or use of buildings or structures, unless such municipal services as may be set out in the by-law are available to service the land, buildings or structures.

A Zoning By-law addresses land use only and cannot zone for people and users. Section 35(2) of the *Planning Act* directs that Council cannot pass a by-law that has the effect of distinguishing between persons who are related and persons who are unrelated in respect of the occupancy or use of the building or structure or a part of a building or structure, including the occupancy or use as a single housekeeping unit.

Additional Residential Units

The need for more and varied housing opportunities is a Provincial priority to address Ontario's housing shortage as evidenced in the More Homes Built Faster Act (Bill 23), which received royal assent on November 28, 2022. Bill 23 aimed to address the provincial housing crisis by increasing housing supply and incentivizing the construction of 1.5 million new homes by 2031.

Bill 23 amended Section 35.1 of the *Planning Act*, so that municipalities cannot pass Zoning By-laws to prohibit up to two Additional Residential Units (ARUs) on an urban residential land parcel with a single detached house, semi-detached house or rowhouse. Urban residential land parcels are those within an area of settlement and served by public sewer and drinking water systems. Up to three (3) units are permitted within the existing residential structure if there are no dwelling units in ancillary structures. Alternatively, two (2) units are permitted to be in the existing residential structure, and one (1) unit is permitted within an ancillary structure. Outside settlement areas, the Greenbelt Plan permits one Additional Residential Unit (referred to as a "second dwelling unit") outside of the Natural Heritage System. Within the Oak Ridges Moraine Conservation Plan, one Additional Residential Unit (referred to as "one secondary dwelling unit") is permitted in a building containing one primary dwelling unit in any area other than an area within a Natural Core or Natural Linkage Area.

The *Planning Act* permits the Minister to make regulations establishing requirements and standards for ARUs, which are applicable in the same way as a Zoning By-law. If a municipal Zoning By-law is not consistent with the regulations, the regulations prevail. The Province has established regulations regarding ARUs. Municipalities must comply with these standards and may introduce additional local requirements if desired.

Table 1 identifies the requirements and standards for ARUs from the Provincial regulations that must be considered by the Town in the review of its Zoning By-law:

Table 1 – Requirements and Standards from Provincial regulations

Requirement / Standard	Description
Zoning Permissions	*ARUs are permitted on any* ***Parcel of Urban Residential Land*** *which means:* *a parcel of land that is within an area of settlement on which residential use, other than ancillary residential use, is permitted by by-law and that is served by, sewage works within the meaning of the Ontario Water Resources Act that are owned by,* i. *a municipality,* ii. *a municipal service board established under the Municipal Act, 2001,* iii. *a corporation established under sections 9, 10 and 11 of the Municipal Act, 2001 in accordance with section 203 of that Act, or*

Requirement / Standard	Description
	a municipal drinking water system within the meaning of the Safe Drinking Water Act, 2002 (See Section 1(1) of the Planning Act). Municipalities have discretion to permit ARUs outside the Urban Area Boundary and on lands without full municipal services.
Number of ARUs on a parcel of land	Three (3) units are permitted as-of-right. Up to one (1) ARU is permitted in an accessory structure. However, municipalities may choose to permit more than three (3) units.
Parking	Zoning By-laws are not permitted to require more than one (1) parking space for an ARU other than the primary residential unit. A parking space that is provided for the sole use of the occupant of an ARU may be a “tandem” parking space (meaning a parking space that can only be accessed by passing through another parking space from a street, lane or driveway).
Minimum Floor Area	Zoning By-laws are not permitted to regulate the minimum floor area for an ARU.
Angular Plane	Angular plane refers to an imaginary flat surface projecting over a parcel of land at an inclined angle measured up from the horizontal. A building or structure that contains an ARU may penetrate any angular plane that is described in the by-law.
Separation Distances	A building or structure that contains an ARU is required to be located at least 4 metres from another building or structure on the parcel if the other building or structure contains a residential unit. A municipal Zoning by-law may permit a reduced separation distance. The Zoning By-law cannot require increased separation distances.
Lot Coverage	Up to 45 per cent of the surface of the parcel is permitted to be covered by buildings and structures for parcels of urban residential land on which ARUs are located. The Town ZBL may permit greater coverage.
Floor Space Index	Floor space index means the sum of the total area of each floor of all buildings and structures on a parcel of land divided by the area of the parcel. Zoning By-laws are not

Requirement / Standard	Description
	permitted to limit the floor space index for parcels of urban residential land on which ARUs are located.
Minimum Lot Area	The Zoning By-law is not permitted to include increased lot area requirements to accommodate ARUs, from that which is established in the Zoning By-law for the same parcel if no additional residential units were located on the parcel.

Bill 17, Protecting Ontario by Building Faster and Smarter Act, 2025

Bill 17 is aimed at reforming various Acts with respect to infrastructure and housing. Bill 17 received Royal assent on June 5, 2025. The following are notable changes to the *Planning Act* that impact zoning:

As-of-right Variations from Setback Requirements

One of the main changes is that Bill 17 permits as-of-right reductions to minimum setbacks, on parcels of urban residential land, excluding parcels of lands in proximity to railway lines, wetlands, lake shorelines, and river or stream valleys. The Province is presently consulting on regulations to implement these reductions and is proposing to permit “as-of-right” variations if a proposal is within 10% of setback requirements applicable to specified lands. For example, if the Zoning By-law requires a 5-metre front yard setback from the property line, the front yard setback would effectively be reduced to 4.5 metres. The goal of this change is to decrease the number of minor planning applications and simplifying the procedures associated with obtaining relief from Zoning By-laws.

Restrictions for Elementary and Secondary Schools

The Town does not have the ability to pass a Zoning By-law that prohibits the use of a parcel of urban residential land for an elementary school or secondary school of a school board or any ancillary uses to such schools, including the use of a childcare centre located in the school. Any existing Zoning By-laws are of no effect to the extent that they impose restrictions that conflict with this provision.

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) sets the policy foundation for regulating the development and use of land province-wide. The 2024 PPS was implemented in October 2024. The 2024 PPS updated and synthesized policy direction from two other previous policy documents: the Provincial Policy Statement (2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019).

The PPS gains its authority from Section 3 of the *Planning Act*, which authorizes policy statements “on matters relating to municipal planning that in the opinion of the Minister

are of provincial interest." All decisions affecting planning matters are required to be consistent with the PPS. The PPS prioritizes growth and development within urban and rural settlements that will, in turn, support and protect the long-term viability of rural areas, local food production, and the agri-food network. The PPS also includes policies for the protection of natural and cultural heritage, water, agriculture, mineral, petroleum and aggregate resources, and human health and safety by directing development from natural and human-made hazards.

Zoning By-laws play an important role in implementing the PPS policy direction. The creation of forward-looking by-laws is promoted, and emphasis is directed to developing a range and mix of housing and employment options, fostering active communities and promoting compact, transit-supportive development. Zone and development permit by-laws are required to keep up-to-date with the PPS by establishing development standards to accommodate growth and development.

The PPS requires that planning authorities keep their zoning and development permit by-laws up-to-date with their official plans and the Provincial Planning Statement.

Greenbelt Plan (2017)

The Greenbelt Plan (2017) is a Provincial Plan that identifies where urbanization should not occur to afford permanent protection of the agricultural land base, and areas with ecological and hydrological features and functions in the Greenbelt Plan Area (boundary). The agricultural and natural heritage in the Greenbelt benefit quality of life for all Ontarians and help achieve a thriving economy, a clean and healthy environment, and social equity in the province. The plan outlines the boundary extent of the Greenbelt, provides policies specific to these areas and identifies where urbanization should not occur.

The Greenbelt encompasses much of the Town and surrounds the Central Growth Area on three sides. The applicable Greenbelt Plan designations include the Protected Countryside, Holland Marsh Speciality Crop Area, Oak Ridges Moraine Area, Towns / Villages (being the Village of Mount Albert), the Hamlets of Ravenshoe and Brownhill, and the Natural Heritage System.

The Town ZBL will need to conform with and not conflict with the Greenbelt Plan, and in particular, the policies pertaining to the designations listed above.

Section 2.1 of the Greenbelt Plan provides that the requirements of the Oak Ridges Moraine Conservation Plan apply to lands within the Oak Ridges Moraine Area and the Protected Countryside policies of the Greenbelt Plan do not apply to lands within the Oak Ridges Moraine Area, with certain exceptions.

Oak Ridges Moraine Conservation Plan (2017)

The Oak Ridges Moraine Conservation Plan (2017) is an ecologically based plan that provides land use and resource management direction for the 190,000 hectares of land and water within the Moraine. The Oak Ridges Moraine is one of Ontario's most significant

landforms. This irregular geological feature stretches 160 kilometres from the Trent River in the east to the Niagara Escarpment in the west. The Moraine has unique environmental, geological, and hydrogeological features that make its ecosystem vital to south-central Ontario.

The purpose of the Oak Ridges Moraine Conservation Plan is to provide land use and resource management planning direction to protect the Moraine's ecological and hydrological features. The Oak Ridges Moraine Conservation Plan is not intended to replace the community planning principles reflected in municipal official plans. However, in the event that there is a conflict, the Oak Ridges Moraine Conservation Plan takes precedence.

The Oak Ridges Moraine Conservation Plan uses four land use designations to guide land management: natural core areas, natural linkage areas, countryside areas, and settlement areas. All of these land use designations fall within the Town. The Oak Ridges Moraine Conservation Plan includes matters for consideration as part of the new Town ZBL, which include:

- use permissions pertaining to existing and previously authorized uses;
- use permissions and requirements pertaining to development within each of the land use designations;
- minimum vegetative protection zones from ecological and hydrological features;
- use permissions within ecological and hydrological features and their respective vegetation protection zones;
- use prohibitions within wellhead protection areas and highly vulnerable aquifers; and,
- requirements for the protection of landform conservation areas.

Lake Simcoe Protection Plan (2009)

The Lake Simcoe Protection Plan (2009) is related to Lake Simcoe and its watershed. The Town is largely included in the watershed boundary established in the Lake Simcoe Protection Act, specifically the East Holland River subwatershed.

The Lake Simcoe Protection Plan aims to protect, improve, restore, and monitor the elements that contribute to the ecological health of the watershed; reduce the discharge of pollutants and nutrients of concern to the lake and its tributaries; improve the ability of the watershed to adapt to climate change; improve conditions for environmentally sustainable recreation activities; and promote environmentally sustainable land and water uses, activities, and development practices. This watershed contains natural systems including parts of the Oak Ridges Moraine and the Greenbelt, and builds upon protections provided by the Oak Ridges Moraine Conservation Plan (2017) and the Greenbelt Plan (2017). The Lake Simcoe Protections Plan is to be read in conjunction with the other Provincial policies, plans, and Acts. If a conflict arises between a designated policy in this Plan and a provincial plan, the provision that gives the greatest protection to the ecological health of the Lake Simcoe watershed prevails.

The Lake Simcoe Protection Plan identifies “designated policies” and “have regard to” policies (Codes as “DP” and “HR”, respectively). Decisions under the *Planning Act* are required to conform with the applicable designated policies in the Plan and have regard to the other applicable policies. The Lake Simcoe Protection Plan includes a Schedule of Applicable policies within the appendices. This schedule identifies all policies contained within the plan that may impact decisions under the *Planning Act*. In updating the Town ZBL Chapter 6: Shorelines and Natural Heritage of the Lake Simcoe Protection Plan is particularly relevant. This part includes several development policies for the promotion and protection of the ecological health of the Lake Simcoe shoreline.

The policies of the Lake Simcoe Protection Plan must be read in conjunction with the Oak Ridges Moraine Conservation Plan, as several policies do not apply within the Oak Ridges Moraine Area. These policies must also be read in conjunction with the Town OP, which includes policies intended to implement the Lake Simcoe Protection Plan.

The York Region Official Plan (2022)

The York Region Official Plan (2022) received Provincial approval in November 2022. The Region’s Official Plan anticipates significant growth of population and employment into 2051. Table 1 of the York Region Official Plan forecasts that by 2051, the Town will grow to 128,600 residents and 44,300 jobs. To effectively accommodate projected growth, the Region’s Official Plan provides direction for long-term growth management balancing the protection and enhancement of its agricultural and natural systems. The York Region Official Plan outlines its intensification strategy, including Regional Centres, Major Transit Station Areas, Regional Corridors, and Local Centres and Corridors.

The Plan prioritizes “complete communities”, meaning *“places within cities, towns, and settlement areas that offer and support opportunities for people of all ages and abilities to conveniently access most of the necessities for daily living, including an appropriate mix of jobs, local stores, and services, a full range of housing, transportation options, public service facilities and greenspaces. Complete communities are age friendly and may take different shapes and forms appropriate to their contexts.”*

York Region identifies three general land use policy areas:

- Urban Areas with identifiable communities and employment areas;
- An Agricultural System where agriculture is the preferred and predominant activity; and,
- A Natural Heritage System that is integrated with the Urban System and Agricultural System, to preserve and enhance the biological diversity and ecological functions of York Region.

As of July 1, 2024, York Region has become an upper-tier municipality without planning responsibility, meaning it no longer has the authority to make planning decisions. In accordance with Section 70.13(2) of the *Planning Act*, the York Region Official Plan is

deemed to constitute an Official Plan of the Town, and this Official Plan remains in effect until the Town revokes it or amends it to provide otherwise.

The Town of East Gwillimbury Official Plan

The draft Official Plan ("Town OP") includes significant changes to the policies and mapping that need to be considered as part of the Zoning By-law Conformity Update.

The Town OP is the principal policy document which the City uses to express its goals and objectives for the community, significant environmental conditions and its development or redevelopment. The Official Plan provides a general policy direction and planning framework to guide the physical, social, economic and environmental management and growth of the Town of East Gwillimbury.

The Town OP establishes the vision, corresponding principles and supporting policies to guide Brockville's development to the 2051 planning horizon.

The vision of the Town OP focuses on:

- The creation of a balanced, sustainable, and complete community, and
- A community that provides access to:
    - A diverse mix of housing options;
    - Planning for a range of employment opportunities, public service facilities and commercial uses;
    - Well-connected multimodal transportation options;
- The Town OP also focuses on:
    - Maintaining the growth and diversification of the Town's unique villages;
    - Creating and maintaining a high quality of life for current and future residents.

The Town OP also discusses broad-based economic development for the long terms and a sustainable development framework.

The following Official Plan matters will need to be considered within the Towns Zoning By-law Conformity Update:

Glossary

Appendix A of the updated Town OP includes a list of terms used in the Town OP. These definitions were updated to be consistent with the Provincial Planning Statement (2024). The updates to the Zoning By-law will also need to be consistent with the 2024 PPS.

Land Use Designations

Table 2 - Town Structure

Requirement/Standard	Description
The Strategic Growth Ares	The main focus of the Strategic Growth Areas is to create a complete community in a compact built form and to provide pedestrian activity and support for ongoing investments in local and regional transit. The Strategic Growth Areas include the following land use designations: • Queensville Centre; • Village Core Areas; • Commercial Mixed Use; • Residential Mixed Use; and • Community Commercial
The Community Areas	The main focus of the Community Areas is to provide for a range of residential uses that accommodate a mix of housing types and tenures, the land use designations that aim to assist in achieving complete communities are: • Low Density Residential; • Medium Density Residential; • High Density Residential; • Institutional; • Neighbourhood Commercial; • Educational Facilities Symbols; and • Parks and Open Space
The Employment Districts	The following land use designations are part of the Employment Districts: • General Employment; • Prestige Employment; • Mixed Business Employment; and • Post Secondary Education Facility
The Natural Heritage System	The intent of the Natural Heritage System is to ensure that biodiversity, ecological function and connectivity of East Gwillimbury's Natural Heritage System is protected, maintained and restored/enhanced for the long-term. The Natural Heritage System contains the following land use designations/overlays: • Environmental Protection; • Adjacent Lands Overlay; • Environmental Feature Assessment Overlay;

Requirement/Standard	Description
	• Big Woods Overlay; • Holland Marsh Wetland Complex Overlay; and • Oak Ridges Moraine Landform Conservation Overlay
The Agricultural System	The general intent of the Town's Agricultural System is to permit and protect agricultural, agricultural-related and on-farm diversified uses in the Town. Any new development proposed in the Agricultural System area must not hinder surrounding agricultural operations. Any development within the Town's Agricultural System shall be subject to the policies of the Town's OP, as well as the policies of both the Oak Ridges Moraine Conservation Plan, and the Greenbelt Plan. The Town's Agricultural System includes the Environmental Protection designation as well as the following land use designations: • Prime Agricultural; • Holland Marsh Specialty Crop Area; • Rural; • Hamlet; • Estate Residential; • Recreation Area; • Rural Industrial; • Waste Disposal Site; • Aggregate Extraction Area; and • Aggregate Resource Area Overlay

Complete Communities Secondary Plan

The purpose of the Complete Communities Secondary Plan is to deal with lands that are located within the white belt. These are lands that are currently used for agricultural purposes but were excluded from restrictions to permanent urban expansion as per the policies of the Greenbelt Plan. This Secondary Plan area in the Town is approximately 1,200 hectares and is intended to create communities that support the ability for residents to connect to amenities, services, employment, and each other.

The Town has identified six Community Design Plan Areas as follows:

Table 3 - Community Design Plan Areas in the Complete Communities Secondary Plan

Community Design Plan Area	Description
Green Earth Village CDP	The Green Earth Village CDP includes the following land use designations: • Commercial Mixed Use; • Low Density Residential – Area Specific Policies II; • Environmental Protection; and • Residential Mixed Use – Area Specific Policies II
Holland Landing East CDP	The Holland Landing East CDP includes the following land use designations: • Parks and Open Space; • Environmental Protection; • Low Density Residential – Area Specific Policies II; • Residential Mixed Use – Area Specific Policies II; and • Commercial Mixed Use
Yonge Corridor CDP	The Yonge Corridor CDP includes the following land use designations: • Low Density Residential – Area Specific Policies II; • Residential Mixed Use – Area Specific Policies II; • Commercial Mixed Use; and • Environmental Protection
Sharon Heights CDP	The Sharon Heights CDP includes the following land use designations: • Low Density Residential – Area Specific Policies II; • Residential Mixed Use – Area Specific Policies II; • Commercial Mixed Use; and • Environmental Protection
Sharon East CDP	The Sharon East CDP includes the following land use designations: • Low Density Residential – Area Specific Policies II; • Major Infrastructure; and • Environmental Protection
Walnut Farms CDP	The Walnut Farm CDP includes the following land use designations: • Residential Mixed Use – Area Specific Policies II;

Community Design Plan Area	Description
	• Low Density Residential – Area Specific Policies II; • Environmental Protection; and • Major Infrastructure

There is also an area located in the northeast area of the Town that is identified within the secondary plan area but is not part of a Community Design Plan Area.

Zoning By-law

The primary tool for regulating land use is the Zoning By-law ("ZBL"), which includes text and schedules. The Zoning By-law creates land use categories (zones), each with its own set of allowed uses zone-specific rules (e.g., permitted uses, required parking, minimum lot areas, setbacks from property lines, etc.). The zoning schedules show where various zones apply within the Town.

Council approved the most recent Town ZBL in May 2018. From the time of approval, the Town ZBL has been amended to address housekeeping and technical matters, and site-specific provisions for properties. The Town ZBL is applicable law for the purposes of the *Building Code Act.*

The Town ZBL is organized as follows:

Table 4 - City Structure

Section/Topic	Issue
Part 1: Interpretation And Administration	This section outlines interpretative matters and transition rules from the former By-law. Technical revisions that do not affect the purpose, effect, intent, meaning and substance of the By-law are permitted.
Part 2: Classification of Zones	This section identifies and describes the zoning categories in the Town. These can be compartmentalized as follows: • Mixed Use Zones • Residential Zones • Commercial Zones • Employment Zones • Institutional Zones • Rural and Aggregate Resource Zones • Environmental and Open Space Zones • Oak Ridges Moraine Zones The Town ZBL also includes: • Exception Zones

Section/Topic	Issue
	• Holding Zones This section also includes approaches to determining zone boundaries.
Part 3: Definitions	Defined terms in the Town ZBL that assist with interpretation and understanding are included in this section.
Part 4: General Provisions	This section provides standards that apply to all zones in the Town. Examples of standards in this section include, but are not limited to, accessory building/ accessory uses, non-conforming or non-complying uses, permitted and prohibited uses, planting strips, home businesses, and permitted encroachments into required yards. This section also identifies uses permitted in all zones and uses prohibited in all zones.
Part 5: Parking and Loading Standards	This section identifies the required parking and loading space dimensions and requirements throughout the Town.
Part 6: Mixed Use Zones	This section identifies the permitted uses and zone requirements for Mixed Use Zones.

Part 7: Residential Zones	This section identifies the permitted uses and zone requirements for Residential Zones in the Town. These can be categorized as follows:
	• Residential Private Services (RPS) Zone
	• Residential One (R1) Zone
	• Residential Two (R2) Zone:
	  ○ R2-1
	  ○ R2-2
	  ○ R2-3
	  ○ R2-4
	• Residential Three (R3) Zone
	• Residential Four (R4) Zone
	• Residential Five (R5) Zone
	• Residential Six (R6) Zone
	• Estate Residential (ER) Zone
	• Hamlet Residential (HR) Zone

Part 8: Commercial Zones	This section identifies the permitted uses and zone requirements for Commercial Zones. These can be categorized as follows: • Commercial Corridor (C1) Zone • Commercial Marine (C2) Zone • Community Commercial (C3) Zone

Section/Topic	Issue
	• Neighbourhood Commercial (C4) Zone
Part 9: Employment Zones	This section identifies the permitted uses and zone requirements for Employment Zones. These can be categorized as follows: • Employment Prestige (M1) Zone • Employment General (M2) Zone
Part 10: Institutional Zones	This section identifies the permitted uses and zone requirements for Institutional Zones. These can be categorized as follows: • Institutional One (I1) Zone • Institutional Two (I2) Zone
Part 11: Rural and Aggregate Resource Zones	This section identifies the permitted uses and zone requirements for Rural and Aggregate Resource Zones. These can be categorized as follows: • Rural (RU) Zone • Aggregate Extraction/Resource (AER) Zone
Part 12: Environmental and Open Space Zones	This section identifies the permitted uses and zone requirements for Environmental and Open Space Zones. These can be categorized as follows: • Environmental Protection (EP) Zone • Open Space One (OS1) Zone • Open Space Two (OS2) Zone
Part 13: Oak Ridges Moraine Zones	This section identifies the permitted uses and zone requirements for Oak Ridges Moraine Zones. These can be categorized as follows: • Oak Ridges Moraine Core (ORMC) Zone • Oak Ridges Moraine Core Linkage (ORMCL) Zone • Oak Ridges Moraine Countryside (ORMCS) Zone • Oak Ridges Moraine Industrial Extractive (ORMIE) Zone
Part 14: Holding Provisions	This section identifies lands that are subject to specific Holding (H) provisions. There are a total of 8 Holding provisions in the Town being: • H1 • H2 • H3 • H4 • H5 • H6 • H9 • H10

Section/Topic	Issue
Part 15: Temporary Uses	This section identifies the Temporary Use provisions and states that when a Zone is followed by a "T" and a number, additional uses are permitted on said property until the Temporary Use By-law expires.
Part 16: Exceptions	This section identifies the Temporary Use provisions and states that when a Zone is followed by a "T" and a number, additional uses are permitted on said property until the Temporary Use By-law expires.

Urban Design Manual

The Town's Urban Design Manual ("UDM") provides strategies and guidelines to encourage the design of a complete and sustainable built environment that is consistent with the Town's character. The focus of the UDM is to provide rules that ensure that developments are high quality, pedestrian-oriented, and focused around protecting the natural and built environment. Section 3.0 of the manual, regarding the private realm, is most applicable to the review of the Town ZBL.

Strategic Plan (2022-2026)

The Town's Strategic Plan serves as a document to outline the priorities of the Town between 2022-2026. The vision for the Town is "to be a resilient, sustainable, and welcoming community that connects residents to each other, services, and opportunities." The Plan identifies five key priority areas being:

- Quality Programs and Services;
- Responsible Growth;
- Environmental Stewardship;
- Build Complete Communities; and
- Culture of Municipal Excellence.

Of particular importance to the Town ZBL update are areas of responsible growth building complete communities, which focus on:

- Ensuring development occurs in an intentional, sustainable fashion, with a focus on preserving the Town's cultural heritage and environmental features;
- Advocate for a variety of housing options for residents in every stage of life
- Building safe and connected neighbourhoods;
- Revitalizing village and commercial cores;
- Updating policies to support the development of a variety of housing and employment options; and
- Completing and implementing the Holland Landing and Mount Albery Downtown Revitalization Projects.

The Town releases an annual report to review the progress on the Strategic Plan and to ensure that steps are being taken to implement the key principles of the Plan.

Preliminary Consultation

Development Community Stakeholder Group

A meeting with members of the Development Community Stakeholder Group took place on June 17th,2025. Several issues were raised by the Stakeholder Group and are summarized below:

1. General Standards:
    a. The existing standards are working, the preference is to maintain familiar provisions;
    b. There is concern that changes could disrupt the standards that builders are used to working with, in turn increasing costs.
    c. There is a desire for consistency and predictability in applying development standards.
2. Housing and Built Form:
    a. High and medium-density zones need greater flexibility and opportunities for innovation;
    b. Minimum porch depth provisions in site-specific zones should be reviewed;
    c. There is going to be a demand for higher-density development; zoning should plan for it proactively;
3. Parking and Driveways:
    a. Parking standards for industrial uses are excessive. There should be consideration for reducing parking requirements;
    b. Parking requirements for ARUs are problematic and frequently require variances;
    c. On-street parking is a good solution to the parking problem, this would reduce the need for variances and provide flexibility for owners;
    d. Driveway dimensions should be reviewed and updated to accommodate modern parking needs, especially for multi-unit dwellings;
4. Commercial & Employment Lands:
    a. There is strong support for consolidating the commercial zones to simplify the Town ZBL;
    b. Zoning standards for parking in employment/industrial zones may need to be looked at to align with current practices;

5. Process & Timelines:
    a. Zoning By-law Amendment Application review timelines should be reviewed. There seems to be a feeling that the review process could be simplified;
    b. There is an understanding that the Town ZBL cannot alter mandated Planning Act timelines, but what it can do is reduce the need for certain types of applications;
6. Digital Tools:
    a. Stakeholders are interested in updated digital/interactive mapping tools, these can be used to better analyze the development potential of certain parcels of land; and
    b. Town staff confirmed that a new GIS interactive mapping tool is being developed.

Technical Advisory Committee

A meeting with the Town's Technical Advisory Committee ("TAC") took place on June 17th, 2025. A number of issues were raised by the TAC and are summarized below:

1. Parking
    a. The Town is facing a parking crisis especially in newer subdivisions that contain smaller lots with many residents using garages (which are meant for parking of cars) for other storage;
    b. Garage parking spaces are often restricted in size by stairs or landings that encroach into said garage parking space;
    c. Residential subdivisions lack dedicated visitor parking spaces;
    d. Safety issues stemming from narrow streets and the permissions of on-street parking.
    e. Safety concerns were raised in relation to school parking and drop off zones. The updated Town ZBL should require a dedicated bus lane for schools.
2. Landscaping/Drainage Concerns:
    a. The definition for landscaping should be clarified to differentiate between "soft landscaping" and "hard landscaping", as well as define the term "permeable materials";
    b. There is a problem with residents paving over their front lawns and calling it "hard landscaping" that is ultimately used for parking;
    c. Paving over front lawns has impacts on the lot drainage as it often fills in swales;
    d. A minimum setback from a drainage feature should be introduced;
    e. Minimum "soft landscaping" percentage provision should be introduced;
    f. Side walkways for ARUs must not interfere with swales and drainage;

3. Modernization of ZBL:
    a. Updates required to the interactive mapping tool to make it more user friendly;
    b. Update certain definitions to reduce minor variance applications; and
    c. Updates to ARU requirements;

Open House Comments

An Open House meeting with the general public took place on June 17th,2025. A number of issues were raised by the public and are summarized below:

1. Servicing and Infill:
    a. There is a concern about the lack of servicing, particularly in the Mount Albert area), this prevents infill and limits development potential;
    a. How will non-serviced sites be addressed, will allocation of services be part of the zoning exercise;
    b. There is a perception from the public that developers are not building;
2. Community Engagement:
    a. There is a request for resident-only engagement sessions that exclude any external stakeholders;
    b. There is a desire for additional public outreach methods;
3. Policy and Standards Review:
    a. There is interest in ensuring that the updated Town ZBL supports the requirements of the Complete Communities Secondary Plan, and updates outdated industrial zone standards.

Issues List

Town Staff have provided a list of issues/concerns related to the Town ZBL. The issues are summarized in the table below:

Table 5 – Staff Issues List

Section/Topic	Issue
4.2.2 Interpretation	An accessory building containing a garage (car parking area) can have a maximum ground floor area of 120 m^2, if the building is to have additional area for storage, workshop etc. - such areas must be separated by a solid wall - no openings - from the garage area (reference definition of Garage, Private).
4.8 Encroachments	The words in brackets below Porches, Canopies - "not supported by the ground" should be deleted. Town Staff determined that a canopy supported by posts is no different than

Section/Topic	Issue
(Porches/ Canopies)	a porch - accordingly a canopy can be supported and can have the same encroachment (1.2 metres from front or exterior lot line).
Definition – Temporary Structure	There is no maximum number of temporary structures. There is no permit required or Zoning requirements. The current definition of temporary structures may need to be changed, as currently people are challenging the existing definition by simply fixing or attaching the structure (shipping containers in most instances) to the ground to get around the provision. Add “shipping container” to the list of structures that can be considered Temporary Structures as per the definition in the Town ZBL. Consider adding a section to the Town ZBL which speaks to prohibiting shipping containers in urban centres and only permitting a single shipping containers per lot in the rural area. Specific zoning regulations for shipping containers should be created (I.e. setbacks, maximum lot coverage, etc.).
4.2.2 h) Garage	An accessory building that has a door that is 8 feet or wider is considered a garage and is subject to the 120 m^2 maximum ground floor limitation. Accordingly, if a door is less than 8 feet in width it is not considered a garage and is not limited to the 120 m^2 maximum floor area.
Section 4.1 Accessory Apartments	There is no size restriction on the accessory unit (i.e. percentage vs. main dwelling unit) in the By-law regulations. Additional details should be included in either the Town ZBL or in an Interpretation Bulletin to outline what is acceptable for design standards to ensure that proposed accessory apartments maintain appearance as a single dwelling unit.
Section 5.4 e) RPS Zone	If garage doors do not face the front or exterior lot line, then the maximum garage width regulation does not apply (I.e. garage doors face an interior side lot line.). It may be appropriate to add a maximum garage width regardless of which lot line the garage doors face to discourage oversized garages.
Wind Turbines	The current interpretation is that if wind turbines are detached from a building, then the building is considered as accessory structure, and the regulations of Accessory Building/structures would apply (I.e. 4.5 metre height setbacks, etc.). If the turbine produces less than 3 kilowatts then no permit would be required.

Section/Topic	Issue
	If more than 3 kilowatts then a building permit is required under the Ontario Building Code. If a wind turbine is attached to the building, then the height limit and setbacks for the main building are applicable and a building permit is required regardless of if it produces less than or more than 3 kilowatts (because it is attached to the building). Clarification of the wind turbine issue should be included in the Town ZBL - the use and specific zone regulations.
ORMC Table 13B Special Provision 2(b)	Should read as "… shall be the lesser of 5% lot coverage or 4,000 m^2" (instead of 0.4 hectares).
Retaining Walls	Oak Ridges Moraine Zones in the Former Zoning By-law 97-50 (Section 6.46 (b)) provided exemptions for retaining walls from setback requirements. There is no exception provided in the current Town ZBL for retaining walls. The most appropriate place to include an exemption would be in the definition section under "Structure" in the third sentence, which lists other items exempt as a "Structure" for the purpose of not being subject to setback requirements. The Town advised that no setbacks are required for retaining walls as long as grading approval is obtained.
Driveway width for Detached Garages	There is no maximum driveway width for "detached" garages in the "Parking in Residential Zones". Section 5.4 g) could be amended to include "can be 0.5m wider than the attached **or detached** private garage".
Landscaping	"Landscaping area" is referenced in the By-law (i.e. Section 5.6 "Landscaping in Parking Areas" and Table 9B "minimum landscaping area" of lot, "Planting Strip" definition) but there is no definition of what is considered as Landscaping/Landscape area. A definition should be added to the By-law similar to the "Landscaping" definition that was contained in By-law 97-50.
Commercial Self Storage Facility	Table 5B speaking to parking requirements notes "Self Storage building" whereas Table 9A notes "Commercial Self Storage Facility". The wording should be consistent in both Sections.
Table 7E frontage for TH	In the case of a townhouse block (I.e. rental) where the entire block of units is held in one ownership, the minimum lot frontage per unit should be interpreted as each unit having a "portion" of frontage on the lot. The portion of frontage would be required to

Section/Topic	Issue
	meet the minimum lot frontage per unit. The way the by-law reads would require that each townhouse unit would need to have its own lot. Alternately, the table could be amended to require a minimum width for a townhouse unit rather than minimum lot width per townhouse unit.
Definitions – Accessory Apartment	Re-wording of the definition is required. Suggested to change words "contained within" to "forms part of."
Rear Lane TH, with or w/o Breezeway	Table 7E Exception (3) is applicable to townhouse units having a garage that is not connected by a breezeway and also for townhouse units having a garage that is connected by a breezeway. In both scenarios (garage connected or not connected by a breezeway) the minimum separation between the main dwelling and the garage must be 5 metres and a deck may only encroach from the rear of the main dwelling by 2 metres. This interpretation was established by the Town's Chief Building Official after consultation and discussion with Development Department staff.
Stacked Townhouse	This term is defined in the Town ZBL but is not listed as a permitted use in any zone and accordingly does not have zoning standards. Stacked Townhouses should be incorporated into an appropriate zone designation with corresponding zone provisions.
Parking Requirements (Table 5B)	"Contractor Yard" is a defined use and accordingly should be listed in Table 5B with a specific parking requirement.
Min. 1st Floor Height	Table 6B (MU) there is no requirement for 1st floor height for a Retirement Home whereas Table 7E (Residential) has a minimum 4.5 metre 1st floor height. This should be amended for consistency.
Hot Tubs	Hot tubs should fall under the definition of structure, and as such the requirements for accessory structures should apply (I.e. meet the minimum 1 metre setback to a deck/main building).
Section 3: "Structures" definition	A comma should be added after "joined together" and before "and attached or fixed to the ground". This definition allows hot tubs to be considered as a structure. Is there a way to change the definition to include gazebos and exclude hot tubs?

Section/Topic	Issue
Section 3 All "Yards" Definitions	Consider amending the definition for all "Yards" so that staggered parts of buildings (bay windows, jogs, etc.) are not included in the required yard. This would prevent future additions/expansion that could have negative privacy and shadowing impacts on adjacent properties. This can be addressed to have the definitions of yards to provide measurements from the main wall of buildings or structures.
Wind Turbines as Height Exception	Wind Turbines should be considered as a height exception.
Various "Dwelling Unit" Definitions	Each of the "Dwelling Unit" definitions includes a sentence stating that "a dwelling unit in any other type of building is not a … Dwelling". The purpose of this is to reinforce the fact that the only acceptable form of a specific building is what is stated in said definition, and nothing else. The sentence "a dwelling unit in any other type of building is not a…" can be removed.
Patio Definition	The definition of "Patio" should be amended to delete the word "structure". Possibly replace with the word "surface "or "platform". (the current use of the word "structure" - which is a defined term - includes a patio in the requirements of "Accessory Buildings and Structures" - which is not the intention).
Exception 138	"Detached Dwelling" needs to be included in the Exception as a permitted use. It was not carried over from the previous zoning approval of ORMCL-1 that permitted a detached dwelling use.
Outdoor Display and Sales Area Definition	The definition of "Outdoor Display and Sales Area" should be amended in the fifth line by adding "unless it is a permitted use in the zone" after the word "establishment". Otherwise, the definition of "Outdoor Display and Sales Area" conflicts with the definition of "Motor Vehicle Sales/Rental Establishment".
Administration Section 1.6	Existing By-laws (pre-dating 2018-043) should remain in effect (including minor variance approvals). Accordingly, the wording in Section 1.6 needs to be changed as follows: Replace "…and all amendments thereto are…" with "is". Thereby the clause only repeals zoning By-law 97-50 (not the amendments to it).

Section/Topic	Issue
Lot Coverage Definition	The definition of "Lot Coverage" should be amended to read: LOT COVERAGE: the total horizontal area of a lot covered by the first storey of all roofed buildings and structures on the lot but not including porches. (Unenclosed pools and decks do not have roofs, so there is no need to mention them separately). Anything without a roof (I.e. a patio) would inherently also be excluded in the coverage calculation. By only listing decks and pools it intones that a patio should be included in coverage - which is not the intention.
Temporary Tents	Currently there are no zone provisions apart from the 30-day maximum.
Rear Lane Townhouse definition	Add a rear lane townhouse definition.
Paint Shop Definition	Include “powder coating” within the definition.
Half Moon and L shaped Driveway Width (Section 5,4(g)	Additional wording required to determine the width of half moon and L shaped driveways.
Accessible Parking (Angled)	Angled accessible parking should have the same length requirements as the standard space that is angled.
Health & Strength Training Facility Definition	Add a “health and strength training facility” definition.
Landscaping/ Landscaping Area Definition	There should be a maximum dimension for a landscape area from a parking space for said landscape area to be included in the calculation of landscaping within a parking area. (I.e. within 4 metres). Tree plantings within this area would be able to provide shade to the parking lot, in turn reducing the urban heat island effect.
Flat roof definition	The flat roof slope must be less than 3:12, i.e. anything under 25%.
Wellness/Yoga Retreat Definition	Add a “wellness/yoga retreat with overnight stays” definition.
5.6 Landscaping in Parking Areas	Add a provision that underground parking shall not apply.

Section/Topic	Issue
Barn vs. Private Garage	Additional wording is required in both definitions to understand the distinction between a barn and a private garage.
Contradiction between Section 2.4 and 4.18	Section 2.4 states: “In no case is a Zone boundary dividing a lot into two or more Zone categories intended to function as a property boundary for the purposes of calculating yards, setbacks and coverage. In all cases, the property line must be used for the purposes of calculating setbacks, unless otherwise specified by this By-law.” However, Section 4.18 (c) states: “In no case shall the zone boundary function as a lot line for the purposes of determining required setbacks and minimum yards. Notwithstanding the above, the maximum permitted lot coverage shall apply only to the portion of the lot that is within each respective zone, as required.” To maintain consistency, Section 4.18 (c) will apply, meaning that the entire lot area would not be used for the lot coverage calculation. Instead, only the portion within each respective zone would be considered.
Carport Definition (Hoop Design)	The carports that have a hoop design would not fall under the current definition of carport, as a carport is currently defined as attached to the main building. Add a definition for a hoop design carport.
Shipping Containers Definition	Add a definition for “shipping containers”. This will need to consider both permanent and temporary structure definition.
Clarification on Private Garages, Shops, and Other Accessory Structures	Ongoing confusion exists in the Town distinguishing between “Private Garages” and “Shops” and other kinds of accessory structures. The Town’s Building Department stated that: • The area of the building accessible to vehicles is limited to 120 m2. • A larger building can be separated with an interior wall (floor to ceiling with no openings) for a personal shop/storage. • Accessible by exterior man door only. • All other Accessory Building/Structure provisions would also apply. Additional wording should be added to the Town ZBL to reflect the Building Departments comments.

Section/Topic	Issue
Shipping Containers as Accessory Structures	The current ZBL permits shopping containers as temporary structures, however, many residents have been looking to use them as accessory structures. Consider including shipping containers as an Accessory Structure outside the Settlement Areas and in lots in the Settlement Area with a minimum size of one (1) acre behind the front wall of the dwelling within the HR, RPS, and ER Zones. Shipping containers can also be considered in Employment Areas and potentially Commercial Areas. The number of shipping containers needs to be restricted. Consideration can be given to permanently affixed and temporary shipping containers.
Short Term Rentals in Estate Residential Zones (PUBLIC COMMENT)	Currently the by-law doesn't allow Estate Residential Zones to have short term rentals. From a business perspective, some of the most beautiful properties, which would be very successful short-term rentals or Bed and Breakfast businesses and are large enough to expand or renovate for such, are not allowed to. A request from the public to remove the Estate Residential designation or permit short-term rentals in the Estate Residential Zone.
Bed & Breakfast Definition	Additional verbiage is required which states that the homeowner, or manager of the establishment must be residing in the establishment.
Hobby Farm Definition	Add a “hobby farm” definition.
Airbnb / Short Term Rentals	Currently short-term rental accommodations are only permitted in the Mixed Use zone. One Councilor referred to opening it up to more zones. Town staff is interested to see what other municipalities are doing in terms of short-term rentals.
Planting Strip / Landscaping (streets)	The current By-law does not have a requirement for a planting strip/landscaping adjacent to streets. Town Parks staff have advised that they would like this included. Section 5.6 of the Town ZBL should be updated to include a requirement for a planting strip/landscaping next to/adjacent to streets. Further, subsection 5.6(a) should be updated to state that the provision should not apply to underground parking.

Section/Topic	Issue
Min. Parking Setback from Road	Include a provision that speaks to a minimum setback of a parking spot/area from a road.
Permitted Uses in Commercial Zones	Expand the list of permitted uses in the Commercial zones. Include any new definitions as needed.
Outdoor Storage (M1 Zone)	Add “Outdoor Storage” as a permitted use in the M1 Zone.
Permitted Uses in Employment Zones	Expand the list of permitted uses in Employment zones. Include any new definitions as needed.
Commercial Zones (consolidation)	Consolidate the zones in the Commercial zoning category.
Employment Zones – Commercial Recreation Use	Add “Commercial Recreation Use” as a permitted use in the M1-M2 zones.
Banquet Halls	Add “Banquet Hall” as a permitted use in all commercial and employment zones.
Places of Worship	Permit a “Place of Worship” in the C3 and C4 zones, but not in C1 or C2 zones.
Section 4.27 (Rooftop Mechanical)	The previous interpretation was that Section 4.27 was applicable to the highest roof of a building only. Additional verbiage should be added to either the rooftop mechanical definition and/or Section 4.27 to reflect the above.
Outhouses (Rural Toilet Structures)	There have been instances of people asking for provisions around "outhouses", i.e. the rural outdoor toilette structures. No reference to these structures currently exists in the By-law. Add reference and provisions for "outhouses".
Current H4 Zone Provisions	Current H4 provisions are very restrictive. Add "Home Business" as a permitted use to the H4 provisions at the very least.
Site Plan Approval (B&B & Agritourism)	Add a provision that explicitly requires a property owner to obtain site plan approval for both bed and breakfast, and agri-tourism uses. This would assist the Town with enforcement and ensure clarity moving forward.

Section/Topic	Issue
Commercial vs. Mixed Use Zones	Inconsistent use permissions. Simplify any differences in the commercial and Mixed Use zones regarding allowances for commercial uses. If there are differences, a clear justification as to why. For example, why is a theatre allowed in MU1-4 but not MU5-7? Similar for Place of Amusement. Same consideration should be given to any new uses being defined/proposed. Focus especially on the Mixed Use zones, as the Town has very limited commercial zoning and most of the commercial development will occur in the Mixed Use zones. If there are uses currently allowed in the commercial zones but not the Mixed Use zones, consideration should be given to expanding these uses to Mixed Use zones.
Mixed Use Zones (Non-residential minimums)	If mostly Mixed Use zones and not Commercial zones are to be maintained, then strong minimums for non-residential development, especially along main throughfares (i.e. Leslie). Otherwise, the complete community objectives will be difficult to achieve over time.
Alcohol-Related Facilities (Breweries)	Limited restrictions should be placed on brewery production sizing. Ideally, the Town should allow small scale brewing with restaurants as a required support feature.
Patios	Remove maximum size restrictions (I.e. 50% of inside space). Allow patios in parking spaces as long as parking continues to exceed minimums without the need for a significant site plan process.
Food Trucks (Refreshment Vehicles)	Allow for refreshment vehicles/food trucks to be located in parking spaces as long as parking requirements are exceeded.
Grouping of Like Uses	Like uses should be grouped together for consistency and simplicity. I.e. linking service commercial uses and retail uses.
Additional Uses (Comparative Review)	Consider adding additional uses noted in Zoning By-laws from larger municipalities that have seen more diverse uses proposed in the past. Barrie, for example, has several uses not considered in the current Town ZBL.
Industrial Zones (M1/M2)	Consider creating a single Industrial zone rather than M1 and M2 zones. The Town is a tertiary market for industrial development, and additional requirements limit the Towns competitive position to attract investment.

Section/Topic	Issue
	One example is, if outdoor storage is a concern, then screening and/or design requirements should be added. This would reduce the planning processes required to transition between zones or add additional uses, if required.
Industrial Parking Minimums	Consider decreasing the industrial parking minimums for consistency from 1 space per 50 m^2 in a building with 2 or more users to 1 space per 100 m^2 (which is the current minimum of a single user building).
Neighbourhood Commercial Uses in Residential Areas	Permit low density commercial uses in residential areas, with restrictions. Allowing for walkability to neighbourhood commercial uses on corner lots would help satisfy the complete communities objectives. A large mismatch between commercial demand and commercial supply currently exists in some areas of the Town.
Storage of Recreational Vehicles on Rural Properties	Permit farmers to rent space to the public who are looking to store their recreational vehicles such as RVs, boats, camper trailers, etc. This would give farmers and the rural community the required alternative revenue streams, while having minimal impact on the greenbelt or Oak Ridges Moraine.
Nordic Spa Definition	Add “Nordic Spa” definition. Include said use in the most appropriate zones.
Farm/Commercial Farm Definition	Add “farm/commercial farm” definition.
Section 4.3 Addition of Requirement for Farm Business Registration Number	Include language in Section 4.3 that speaks to the requirement of a Farm Business Registration Number (FBRN) to qualify for farm employee accommodations.

Trends in Planning Applications (past 5 years)

A review of Zoning By-law Amendments and Minor Variances was undertaken to better understand the location and nature of zoning changes or relief sought in the Town from 2020 to 2025. Noteworthy trends or patterns identified in zoning changes or relief sought over this time period should be considered when updating the Town ZBL.

Zoning By-law Amendment

Seventeen (17) Zoning By-law Amendments were identified by reviewing Council Meeting Agendas between 2020 and 2025, excluding those that only involved removing or adding holding provisions.

Thirteen (13) Zoning By-law Amendments were for lands within the Urban Planning Area shown on Schedule A-1 of the Official Plan, while four (4) were located within the Rural Planning Area, including one in the Mount Albert Greenbelt Settlement Area. Zoning By-law Amendments within the Urban Planning Area were located within the Green Lane Corridor, Queensville, and Sharon, with three (3) occurring in each. A further four (4) were located within Employment Areas in the Urban Planning Area.

The Table below indicates which Official Plan Designations were associated with Zoning By-law Amendments.

Table 6 – Official Plan Designations applicable to Zoning By-law Amendment Applications

Official Plan Designation	Frequency	% of Applications
Environmental Protection	4	23.5%
Commercial Mixed Use	1	5.9%
Low Density Residential	3	17.6%
Medium Density Residential 1	1	5.9%
Medium Density Residential 2	1	5.9%
Mixed Business Employment	1	5.9%
Neighbourhood Commercial	2	11.8%
Prestige Employment	3	17.6%
Residential Mixed Use	4	23.5%
Rural Area	3	17.6%
Village Core Area	2	11.8%

Zoning By-law Amendments can involve lands within several designations, so the frequency and % of applications exceed seventeen (17) and 100 percent. It is noteworthy that lands within residential and mixed-use designations were involved in just over half of all Zoning By-law Amendments reviewed.

Table 7 – Frequency of Use and Regulations Based Zoning By-law Amendment Applications

Zoning By-law Amendment Type	Frequency	% of Applications
Rezoning with Site Specific Uses	2	11.8%
Rezoning with Site Specific Regulations	4	23.5%
Rezoning with Site Specific Uses and Regulations	9	52.9%

Two Zoning By-law Amendments did not involve site-specific uses and/or regulations. Information available about the Zoning By-law Amendments does not suggest any obvious trends in terms of specific uses and regulations. Two were associated with implementing residential subdivisions, one was to permit a gas bar/car wash, one was to permit a museum as a permitted use, one was to associated with allowing an additional use in a big-box shopping centre, two were required to facilitate the development a large Loblaws distribution centre, and another was to permit a mixed use building up to 22 metres in height.

It is noteworthy that most Zoning By-law Amendments between 2020 and 2025 were for lands in areas of new development. There were no Zoning By-law Amendments between 2020 and 2025 in Holland Landing, other than to remove holding provisions.

Minor Variance Application Decisions

One hundred and seven (107) Minor Variance Applications between 2020 and 2025 were identified in a GIS layer provided by Town Staff. The fields containing information on the nature of the applications and decisions rendered was used to query the data to identify patterns or trends.

Decision information was provided for 88 applications:

- Eighty (80) applications were approved by the Town's Committee of Adjustment, including two (2) that were approved with conditions;
- Five (5) applications were refused or denied;
- One (1) application was deferred and later refused;
- One (1) application was deferred without a decision; and
- One (1) application was withdrawn.

Zoning was provided for one hundred and seven (107) applications. The table below groups applications according to type of zone. As can be seen, just over 60% of minor variance applications were for lands in residential zones.

Table 8 – Applicable Zoning By-law Classifications Applicable to Minor Variance Applications

Zone Classification	Frequency	% of Applications
Mixed Use Zones	1	0.9%
Residential Zones	66	61.7%
Commercial Zones	4	3.7%
Employment Zones	7	6.5%
Institutional Zones	-	-
Rural and Aggregate Resource Zones	14	13.1%
Environmental and Open Space Zones	2	1.9%
Oak Ridges Moraine Zones	13	12.1%

Application details were provided for one hundred and four (104) applications. Keyword searches were used to determine the nature of the zoning relief sought. The numbers reported below indicate the frequency a certain type of zoning relief was requested as part of a minor variance application. Just over one-third of applications sought relief from General Provisions and/or Parking and Loading Standards.

Table 9 – Frequency of Relief Sought to Parts of the Zoning By-law

Keyword	Type of Relief	Frequency	% of Applications
Part 3	Definitions	4	3.9%
Part 4	General Provisions	40	38.5%
Part 5	Parking and Loading Standards	36	34.6%
Part 6	Mixed Use Zones	1	1.0%
Part 7	Residential Zones	11	10.6%
Part 8	Commercial Zones	1	1.0%
Part 9	Employment Zones	2	1.9%
Part 11	Rural and Aggregate Resource Zones	6	5.8%
Part 12	Environmental and Open Space Zones	2	1.9%
Part 13	Oak Ridges Moraine Zones	9	8.7%

Keyword	Type of Relief	Frequency	% of Applications
Part 16	Exceptions	2	1.9%

Minor variance applications sought relief from the following Sections in General Provisions:

Table 10 – Frequency of Relief Sought to General Provisions Sections of the Zoning By-law

Keyword	Type of Relief	Frequency	% of Applications
Section 4.1	Accessory Apartments	2	2.9%
Section 4.2.2	Accessory Buildings and Structures	22	21.0%
Section 4.7	Deck Regulations	4	3.8%
Section 4.8	Encroachments into Required Yards (excluding decks)	7	6.7%
Section 4.15	Kennels	4	3.8%
Section 4.16	Legal Non-Compliance and Legal Non-Conformity	1	1.0%
Section 4.20	Oak Ridges Moraine Provisions	1	1.0%
Section 4.23	Outdoor Storage	3	2.9%
Section 4.24	Outdoor Swimming Pools and Hot Tubs	3	2.9%
Section 4.28.3	Watercourse Setback	1	1.0%
Section 4.29.3	Temporary Sales Offices	1	1.0%

The most relief sought for accessory buildings and structures involved maximum height and/or lot coverage/ground floor area, at ten (10) and eight (8) applications respectively—and sixteen (16) in combination. Four (4) applications sought relief from minimum setback requirements for accessory buildings and structures.

Minor variance applications sought relief from the following Sections in Parking and Loading Standards:

Table 11 – Frequency of Relief Sought to Parking Sections of the Zoning By-law

Keyword	Type of Relief	Frequency	% of Applications
Section 5.2.4	Exclusive Use of a Parking Space	10	9.5%

Keyword	Type of Relief	Frequency	% of Applications
Section 5.2.5	Surface Treatment	3	2.8%
Section 5.2.6	Size of Parking Spaces	13	12.4%
Section 5.4 (e)	Attached Garage or Carport Width	7	6.7%
Section 5.4 (g)	Driveway Width w/ Attached Garage	24	22.9%
Section 5.9	Residential Parking Requirements	1	0.9%
Section 5.10	Non-Residential Parking Requirements	1	0.9%
Section 5.12	Accessible Parking Space Requirements	1	0.9%

The most frequent relief requested involved the maximum width of a proposed driveway exceeding the width of an attached private garage by more than 0.5 metres. This was followed by variances requesting relief from the required size of parking spaces (i.e. minimum width and length required). Another common form of relief sought was from Section 5.2.4 to allow a required parking space to be obstructed in some manner.

A majority of the minor variance applications seeking relief from zone standards for residential zones in Section 7.0 were for reduced yard setbacks. It is worth noting that five (5) minor variances applications of nine (9) requesting relief from zone standards for Oak Ridges Moraine zones in Section 13.0, sought to exceed the maximum total ground floor area of all buildings on a lot of 500 m². Four (4) of six (6) minor variance applications seeking relief from zone standards for a rural zone sought reduced interior side yard setbacks.

Next Steps

This Background Report provides a “snap-shot” of the current planning context to guide future phases on the Project. This Background Report is intended to be presented at a future Open House to introduce the nature of the Project, timeline, process. The findings of the Background Report are also intended to be presented at the Open House for the purposes of obtaining feedback and understanding zoning matters that need to be considered as part of the Zoning By-law review.

The next phase of the Project includes the preparation of Technical Briefs based on the sections of the Zoning By-law, to guide updates to each of the sections of the Zoning By-law. A draft Zoning By-law Amendment will be prepared for the purposes of conducting on-going engagement with stakeholders and the public.

The Zoning By-law Conformity Update project will conclude with the preparation of a Zoning By-law Amendment intended for Council adoption.