



## **“SPECIAL” COMMITTEE OF THE WHOLE AGENDA**

Tuesday, May 13<sup>th</sup>, 2025

5:30 p.m.

Municipal Office – Council Chambers – 217 Harper Road

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5:30 p.m.     *“Special” Committee of the Whole Meeting*

***Chair, Reeve Rob Rainer***

**1. CALL TO ORDER**

**2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST  
AND GENERAL NATURE THEREOF**

**3. PRIORITY ISSUES**

- i)     **Report #PD-2025-11 – Proposed Update to the Township Zoning By-Law –  
*attached, page 3.***

*Suggested Recommendation:*

***“THAT, Report #PD-2025-11 – Proposed Update to the Township Zoning By-Law be  
received for information;***

***AND THAT, staff be directed to work with the consultant to prepare a Draft Zoning By-  
Law update for public outreach through the summer with formal Public Consultation in  
the Fall of 2025.”***

**4. ADJOURNMENT**

# **PRIORITY ISSUES**

**COMMITTEE OF THE WHOLE**  
**May 13, 2025**

**Report #PD-2025-11**  
**Noelle Reeve, Planner**

**PROPOSED UPDATE TO THE TOWNSHIP ZONING BY-LAW**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, Report #PD-2025-11 – Proposed Update to the Township Zoning By-Law be received for information;

**AND THAT**, staff be directed to work with the consultant to prepare a Draft Zoning By-Law update for public outreach through the summer with formal Public Consultation in the Fall of 2025.”

**BACKGROUND**

The update to the Township’s Official Plan was approved by Lanark County Council in January 2025. The *Planning Act* requires that the Township Zoning By-Law be amended to reflect the changes in the Official Plan. Township Council has also raised topics it would like to see updated in the Zoning By-Law. The province has also made legislative changes that must be reflected in the Zoning By-Law. Finally, residents and the Planner have identified sections of the Zoning By-Law that require clarification or changes. This report outlines the process and timeframe for the Zoning By-Law update. Possible issues to be addressed in the update are also proposed for discussion.

**DISCUSSION**

While the Official Plan shapes land use largely through policy, the Zoning By-Law provides specific definitions and performance standards to direct land use in specified areas of the Township.

Review of the Zoning By-Law by Jp2g Consultants will include identifying leading practices in other similar jurisdictions, ensuring compliance with provincial legislation and the new Official Plan, and incorporating suggestions from residents, the Planner and Council.

Public outreach is proposed to take place over the summer of 2025, through presentations at Lake Association meetings, sector specific meetings, and through an Engagement section on the Township website. (See Attachment 1.)

The formal Public Consultation is expected to take place in the Fall of 2025 following work by Lanark County on its Aggregate Policy and mapping requirements.

Initial proposed changes for discussion are found in Attachment 2 and are identified by source by colour:

- Provincial legislation
- Council topic raised previously
- Residents' and Planner's topics identified by working with the Zoning By-Law.

Council feedback on topics to be addressed is also being sought.

## **Housing Options**

- Updated the definition of Additional Dwelling Unit to the provincial definition and requirements for Additional Residential Unit. Also, the existing requirement from Novatech Engineers' Zoning By-Law Amendment for a minimum separation distance from the primary dwelling and for shared septic and shared water services is proposed to be removed to increase housing options.
- As part of a strategy to revitalize Hamlets, dwelling heights for accessory buildings are also proposed to be reviewed.
- Updated definitions for Group Homes are proposed.
- Parking provisions in the new Zoning By-Law will be reviewed with an eye to reduce minimum parking requirements.
- The addition of a Short Term Rental definition, distinct from a Cottage Rental definition is proposed.
- The Rideau Bluffs six (6) lot subdivision has lapsed so the lots may need to be rezoned.

## **Environmental Protection**

- Water: The Rideau Valley Conservation Authority (RVCA) has provided an initial review of groundwater capacity around existing Hamlets. Zoning will reflect restrictions identified. The definition of waterbody has been clarified in a number of eastern Ontario zoning by-laws.
- Natural Heritage mapping: Areas of Natural and Scientific Interest, local areas of interest, Mississippi Valley Conservation Authority (MVCA) regulated wetlands are in the Township Official Plan and need to be added to the Zoning By-Law schedules.
- Hazard mapping: from the Conservation Authorities.
- Food security: many municipalities allow up to ten (10) hens on lots under 1 hectare.

## **Economic Development and Tourism**

- Boathouse definition has been updated
- Cannabis processing and retail facilities have been added

- Dark Skies protection will be explored.

In addition, the Planner has identified the following topics:

- Expand the home-based business definition to include “low risk” food items that are considered “non-hazardous and do not require refrigeration”. They include items such as baked goods, breads, cakes, chocolates, hard candies and brittles, fudge and toffees, granola, trail mix, nuts and seeds, and coffee beans and tea leaves.
- Review the number of employees permitted for home-based businesses.
- The definition of on-farm diversified uses needs to be updated.
- Renewable energy generation facilities that are subject to Provincial approvals (e.g., battery energy storage plants) will be proposed to be permitted as a principal use within appropriate zones.
- A possible new Rural Institutional Zone (RI) to allow an instructional facility, restaurant, retail store and an accessory dwelling unit on a lot that has an institutional use. (This would allow a building that is no longer used for an institutional use to be converted into a dwelling without a zoning by-law amendment.)

## **Other Considerations**

Council should be aware that this is not the mechanism for a community-wide discussion on growth management. Once the County adopts the population allocation from the province and disperses it to the lower tier municipalities, growth management discussions can begin about how to disperse that growth allocation among the Township’s Hamlets.

Consideration of de-designating some of the Township’s eight Hamlets (Balderson, Bolingbroke, Brooke, Dewitts Corners, Fallbrook, Glen Tay, Maberly, and Stanleyville) as Rural Settlement Areas may be appropriate in order to revitalize some of the existing larger Hamlets through shifting the growth allocations. But that is not part of the Zoning By-Law update.

## **Public Consultation**

Public consultation is proposed through informal presentations to stakeholders over the summer with a formal Public Meeting in the Fall. In addition, a Zoning By-Law Update Engagement section will be created for the website where residents can leave comments or suggestions.

## **OPTIONS CONSIDERED**

**Option #1 (Recommended)** - That the report be received for information.

And that, staff be directed to work with the consultant to prepare a Draft Zoning By-Law update for public outreach through the summer with formal Public Consultation in the Fall of 2025.

**Option #2** - Subtract topics from those proposed to prioritize potential Zoning By-Law changes.

## FINANCIAL CONSIDERATIONS

This review will use the consultant that helped update the Official Plan. Funds are available in the Official Plan/Zoning By-Law Reserve, and partially funded by Development Charges.

## STRATEGIC PLAN LINK

**Strong Community** - Development is increasingly 'clustered', and our hamlets are thriving. Land use patterns diminish the impacts of the changing climate and provide a range of housing for all.

**Healthy Environment** - Tay Valley continues to be known for its environmental policies and practices that preserve its natural resources (lakes, rivers, forest, wetlands) that underpin its \$1.2 billion assessment (the 4<sup>th</sup> highest in the County).

**Sustainable Finances** – Infrastructure is provided in an efficient fashion that is fiscally sustainable.

## CLIMATE CONSIDERATIONS

Good land use decisions (supporting development within Hamlets, promoting multi-unit housing, protecting natural features and agricultural land, etc.) will reduce fossil fuel use, increase carbon sequestration and mitigate flooding and droughts, and promote food security and, therefore, will support the Township's work to achieve its Climate Action Plan mitigation and adaptation goals.

## CONCLUSION

Council has the opportunity to implement some of its priorities through changes to the Zoning By-Law. Confirming desired topics provides direction to the Planner and consultant to pursue Council priorities.

## ATTACHMENTS

- 1) Process and Timeline Outline by Jp2G
- 2) Initial Proposed Changes to the Zoning By-Law for Review by Council – *distributed as a separate package.*

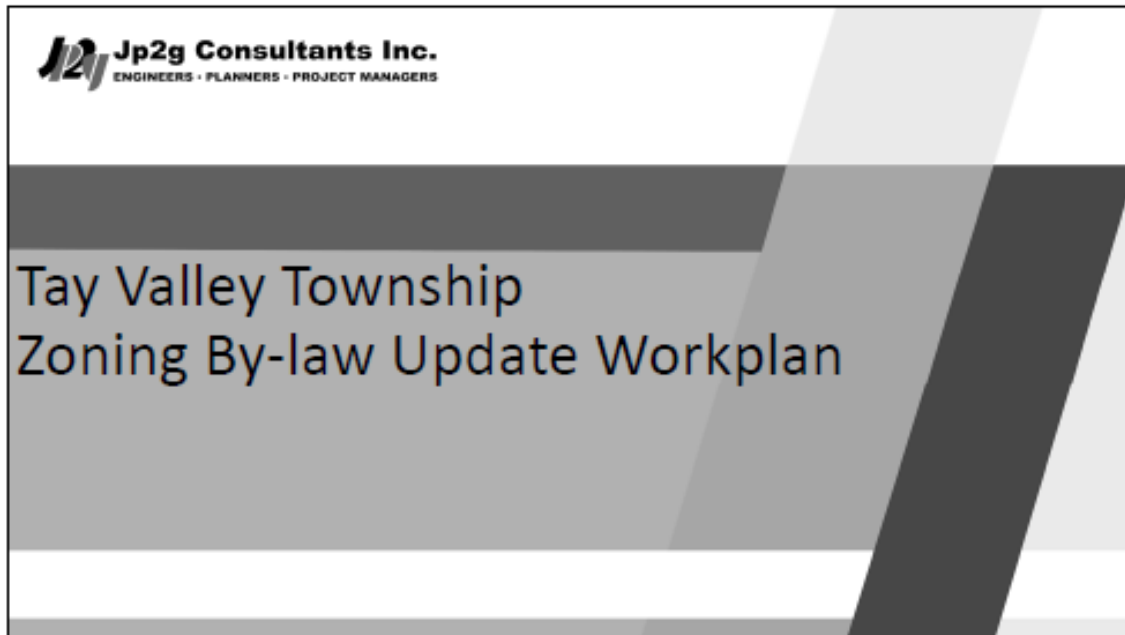
**Prepared and Submitted By:**

**Approved for Submission By:**

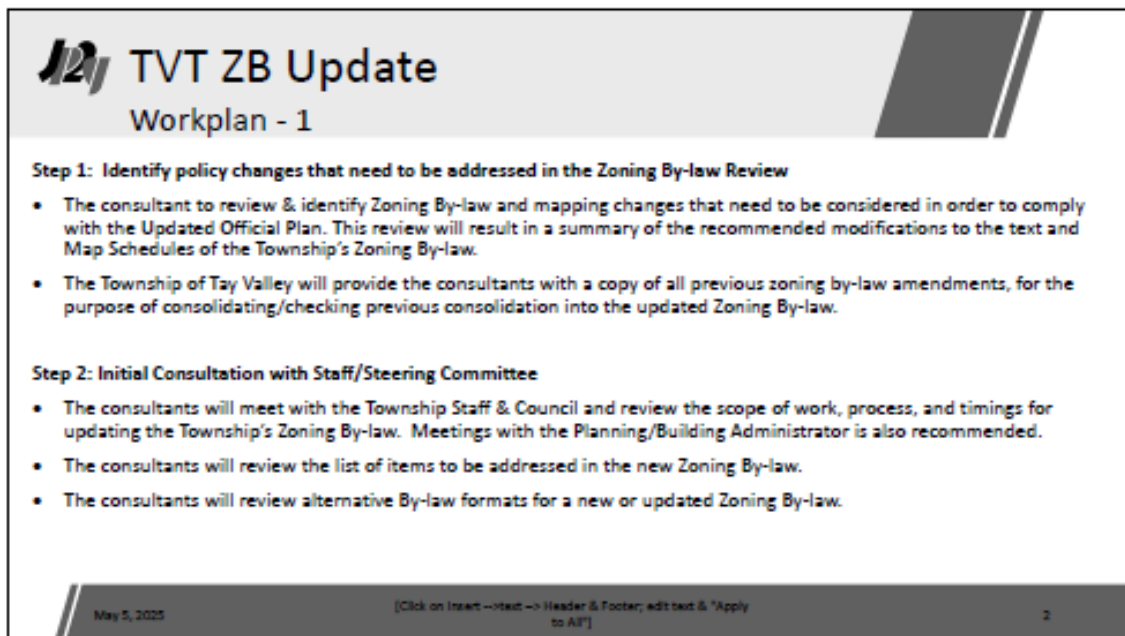
**Noelle Reeve,  
Planner**

**Amanda Mabo,  
Chief Administrative Officer/Clerk**

## Attachment 1 - Process and Timeline Outline by Jp2G



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## TVT ZB Update Workplan - 2

### Step 3: Draft By-law Preparation - Maps/Text

- Update Zoning By-law text, creating a redline document with the current Zoning By-law as the base.
- General new Zoning schedules using the Official Plan Update Schedules, and transfer of existing GIS zoning data.
- Consolidate existing Zoning By-law amendments.

### Step 4: Review Discussion Draft By-law and Maps with Staff and Committee

- The Consultants will conduct meeting with staff to review the Discussion Draft Zoning By-law and Map Schedules.

### Step 5: Revised Discussion Draft By-law & Mapping, and Review with Council

- The Discussion Draft Zoning By-law will be revised to address comments from staff.
- Preparations for, and attendance at, a meeting of Council to present the Discussion Draft Zoning By-law and maps. Once endorsed as a "Discussion Draft" by Council, public/agency consultation will commence.

May 5, 2025

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## TVT ZB Update Workplan - 3

### Step 6: Public Review

- Preparation of Notice of Public Open House and Public Meeting.
- Public Open House – Afternoon.
- Statutory Public Meeting – Evening before Council.

### Step 7: Agency Review

- Prepare Notice to Agencies.
- Address any special inquiries from Agencies that may arise during the circulation of the Draft Zoning By-law to Agencies for comment.

May 5, 2025

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## **J2** TVT ZB Update

### Workplan - 4

#### Step 8: Review of Public and Agency Comments:

- Compile comments and input from the Public and Agencies.
- Review comments with Staff and/or Council. Provide recommendations to Council on how public and agencies' concerns should be addressed in the Zoning By-law.
- Preparation of a revised Draft Zoning By-law based on direction from Council.

#### Step 9: Final Revisions and Adoption

- Any changes recommended will be updated in the Draft Zoning By-law/Schedules and presented to Council for passing of the Updated/Renewed Zoning By-law.
- Prepare notice of passage of Zoning By-law

May 5, 2025

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## **J2** Questions?



May 5, 2025

TVT ZB Update

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