



Town of Perth

Agenda

Committee of the Whole Meeting
Tuesday, June 9, 2026, immediately following the Special
Committee of the Whole meeting for Zoning By-law
Amendment
Council Chambers - 2nd Floor - Perth Town Hall and
livestreamed on YouTube

Page

Eleventh Meeting in 2026

This meeting is livestreamed and recorded on the [Town of Perth's YouTube Channel](#)

1. Call to Order:

Councillor Dave Bird, Chair

2. Adoption of Agenda/Amendments:

Adoption of the Agenda

Moved by Councillor Barry Smith

That the Agenda for the regular Committee of the Whole meeting of June 9, 2026 be adopted as presented.

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

4. Public Meeting(s) Under the Planning Act (as required): None Scheduled.

5. Adoption of Minutes:

- 5.1. Approval of May 12, 2026 Special Committee of the Whole Minutes, May 12, 2026 Regular Committee of the Whole Minutes and May 20, 2026 Special Committee of the Whole Minutes.

8 - 26

Moved by Councillor Jim Boldt

That the Minutes of the May 12, 2026 Special Committee of the Whole meeting, May 12, 2026 Regular Committee of the Whole meeting and May 20, 2026 Special Committee of the Whole meeting be approved.

[Special Committee of the Whole - 12 May 2026 - Minutes - Pdf](#)
[Committee of the Whole - 12 May 2026 - Minutes - Pdf](#)
[Special Committee of the Whole - 20 May 2026 - Minutes - Pdf](#)

6. Delegations:

- 6.1. Tim Holmes - Smoking and Town Owned Common Areas 27 - 28
[Presentation-Tim Holmes- Smoking and Town Owned Common Areas](#)

Moved by Councillor Gary Waterfield

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the presentation from Tim Holmes - Smoking and Town Owned Common Areas, as presented at the Committee of the Whole meeting on June 9, 2026.

- 6.2. Joan Stephenson-Bowes and Andrew Martin - Financial Impact Provisions under the Fire Protection and Prevention Act

Moved by Councillor Isabel Anne McRae

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the verbal presentation from Joan Stephenson-Bowes and Andrew Martin - Financial Impact Provisions under the Fire Protection and Prevention Act, as presented at the Committee of the Whole meeting on June 9, 2026.

7. Correspondence:

7.1. For Information: None Scheduled.

7.2. Request Action:

- 7.2.1. May 6, 2026 - Danica Vidotto - Local Resources and Programming for Children under the age of five 29 - 30
[May 6, 2026-Danica Vidotto-Local Resources and Programming for Children under the age of five](#)

Moved by Councillor Gary Waterfield

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth direct staff to contact Danica Vidotto to discuss local resources and programming and how families with children under the age of five in Perth can be supported.

- 7.2.2. May 13, 2026 - Alyssa Perisa, Executive Director, Corridor Train Alliance - Request for Municipal Support – Eastern Ontario High-Speed Rail Advocacy 31
[May 13, 2026-Alyssa Perisa, Executive Director, Corridor Train Alliance-Request for Municipal Support-Eastern Ontario High-Speed Rail Advocacy](#)

Moved by Councillor Gary Waterfield

WHEREAS it appears the Government of Canada is resolved in its plans to build a high speed rail system in connecting Toronto-Ottawa-Montreal, **with exact routing to be determined in 2026**, and planning/design work to occur in the 2026-2029 period, leading to a financial investment decision expected to be made in late 2029, meaning that time is of the essence to influence routing;

AND WHEREAS the citizens of our municipality remain extremely concerned about the Alto proposed “northern route” and “southern route”, and the negative impact of such serious at-grade divisive infrastructure on rural communities, agriculture, food production, rural transportation and emergency services, hydrology, tourism and recreation, the natural environment and important ecosystems and wildlife corridors, while the urban cities and communities along the 401 corridor vicinity are advocating for any new high speed rail system to be routed along the 401 corridor with a stop in Kingston, the regional economic, military, post-secondary and health care center of Eastern Ontario which clearly merits a stop;

AND WHEREAS we support economic development and Canada’s nation building ambitions to improve GDP per capital, including major infrastructure which will contribute to productivity and sovereignty, but we believe transportation infrastructure must be built in appropriate locations;

AND WHEREAS people have long utilized and favoured VIA rail passenger service for regional transportation and are seriously concerned about the deterioration for VIA services times and its future business viability given increased freight pressure and future freight increases;

AND WHEREAS if a modern high speed rail line is to be built in our region, the most sensible route is the 401 corridor vicinity, an existing **transportation corridor** which has effectively integrated highway, rail, ports, and marine transportation requirements in one of the most long-standing, integrated and productive corridors of Canada which already divides communities at great and would be a lesser impact route;

AND WHEREAS the Corridor Train Alliance is leading a coalition approach to uniting and amplifying the voices of municipalities and businesses and institutions across Eastern Ontario to advocate for a **modern passenger rail line in the 401 corridor, meaning that if a HSR rail line is to be built it should utilize the 401 corridor vicinity through our region and must have a stop in Kingston.**

NOW THEREFORE be it resolved as follows;

1. Our municipality support the work and efforts of the Corridor Train Alliance (CTA) in advocating for a **modern passenger rail line in the 401 corridor in Eastern Ontario, and advocating that if a HSR rail line is to be built it should be built in the vicinity of the 401 corridor and must have a stop in Kingston**; and
2. Our municipality approves a donation of \$_____ to CTA to support CTA's efforts to engage meaningfully and professionally with the Government of Canada for this purpose.

8. Staff Reports:

- 8.1. Report # 2026- COW-11.1 **32 - 34**
 Appointment of Senior Building Official Paul Nixon – Joanna Bowes
[2026-COW-11.1 - Appointment of Senior Building Official Paul Nixon - Pdf](#)

Moved by Councillor Gary Waterfield

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No.xxx, being a by-law to appoint Paul Nixon as the Senior Building Official for the Town of Perth, as presented in Report 2026-COW-11.1.

- 8.2. Report # 2026- COW-11.2 **35 - 38**
 Condominium Exemption- 64-72 Cockburn – Joanna Bowes
[2026-COW-11.2- Condominium Exemption- 64-72 Cockburn - Pdf](#)

Moved by Councillor Gary Waterfield

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) supports the exemption of lands municipally known as 64-72 Cockburn Street from the condominium process; and,
- (ii) direct staff to forward a copy of this motion to the County of Lanark, as presented in report 2026-COW-11.2.

- 8.3. Report # 2026- COW-11.3 **39 - 268**
 Town of Perth New Zoning By-law - Comments Received and Recommended Changes to the Discussion Draft – Joanna Bowes
[2026-COW-11.3 - Town of Perth New Zoning By-law - Comments Received and Recommended Changes to the Discussion Draft - Pdf](#)

Moved by Councillor Gary Waterfield

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) direct staff to make the recommended changes to the Redlined

Discussion Draft as presented in the “Final Draft of the Town of Perth Zoning By-law”, dated June 1, 2026; and,
(ii) direct staff to bring forward a By-law to the June 23rd, 2026 regular Council meeting to adopt the “Final Draft of the Town of Perth Zoning By-law”, as presented in Report 2026-COW-11.3.

- 8.4. Report # 2026- COW-11.4 **269 - 274**
Designation of Indigenous Healing Circle, Medicine Garden and Healing Forest Area within Last Duel Park – Cathy McNally
[2026-COW-11.4- Designation of Indigenous Healing Circle, Medicine Garden and Healing Forest Area within Last Duel Park - Pdf](#)

Moved by Councillor Jim Boldt

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) approve the designation of the Indigenous Healing Circle, Medicine Garden and Healing Forest area within Last Duel Park as "Ka lje Mino Negockedadiik (Where We Gather in a Good Way)";
- (ii) direct staff to work with Lanark County Neighbours for Truth and Reconciliation and Indigenous partners on the development and installation of interpretive signage recognizing the cultural significance of the area; and,
- (iii) supports the overall name of Last Duel Park to remain unchanged, as presented in report 2026-COW-11.4.

- 8.5. Report # 2026- COW-11.5 **275 - 311**
By-law to Adopt the Perth Museum Strategic Plan 2026–2031 – Cathy McNally
[2026-COW-11.5- By-law to Adopt the Perth Museum Strategic Plan 2026–2031 - Pdf](#)

Moved by Councillor Jim Boldt

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No. 5xxx, being a By-law to adopt the Perth Museum Strategic Plan (2026–2031), as presented in Report-2026-COW-11.5.

- 8.6. Report # 2026- COW-11.6 **312 - 361**
Development Charge Reduction Program – Michael Touw
[2026-COW-11.6 - Development Charge Reduction Program - Pdf](#)

Moved by Mayor Judy Brown

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth direct staff to submit an application to the Development Charge Reduction Program for all growth-related projects in the Town's Development Charge study scheduled for completion by

2035 and, if successful, direct staff to bring back an amending by-law to implement a Development Charge reduction of 50% for five (5) years, as presented in report 2026-COW-11.6.

8.7. Report # 2026- COW-11.7

362 - 369

Cunningham, Swan, Carty, Little & Bonham LLP - Integrity Commissioner Services - Annual Report - 2025 – Amanda Noël
[2026-COW-11.7- Cunningham, Swan, Carty, Little & Bonham LLP - Integrity Commissioner Services - Annual Report - 2025 - Pdf](#)

Moved by Deputy Mayor Ed McPherson

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the correspondence from Tony E. Fleming, Cunningham, Swan, Carty, Little & Bonham LLP regarding the Integrity Commissioner Services Annual Report for 2025, as presented in Report 2026-COW-11.7.

9. **CAO and Director Departmental Updates:**

- 9.1. [CAO Update-Michael Touw-09Jun2026](#)
[Development Services Update-Joanna Bowes-09Jun2026](#)
[Protective Services Update-Trevor Choffee-09Jun2026](#)
[Environmental Services Update-Grant Machan-09Jun2026](#)
[Legislative Services Update-Amanda Noel-09Jun2026](#)

370 - 393

10. **New Business:**

(To be used for Time Sensitive/Emergency Matters that require Council Direction)

11. **Next Meeting Date(s):**

Regular Committee of the Whole - Tuesday, August 11, 2026 at 5:30 -
Councillor Jim Boldt, Chair

12. **Questions From The Media:**

13. **Closed Session:**

- 13.1. Motion for Committee of the Whole to resolve itself into Closed Session

Moved by Mayor Brown

That the Committee of the Whole resolve itself into Closed Session at ___ p.m. pursuant to the Municipal Act, 2001, for the following purposes:

- (1) Lands Legally Described as Part Lots 27 and 28, Concession 10, Geographic Township of North Elmsley, subject to subsection 239(2):
(i) a trade secret or scientific, technical, commercial, financial or labour

relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

(2) Human Resources Matter - CAO 2025 Performance Evaluation, subject to section 239(2):

(b) Personal matter about an identifiable individual, including municipal or local board employee.

14. Rise and Report from Closed Session:

14.1. Rise and Report from Closed Session

Moved by Councillor Isabel Anne McRae

That the Committee of the Whole rise and report from Closed Session at ___ PM.

15. Adjournment:

Moved by Councillor Barry Smith

That the regular Committee of the Whole meeting held on June 9, 2026 adjourn at ___ PM.



Town of Perth Special Committee of the Whole Minutes

5:00 PM, Tuesday, May 12, 2026

Council Chambers - 2nd Floor - Perth Town Hall
and livestreamed on YouTube

Attendance:

Present:

Judy Brown, Mayor; Ed McPherson, Deputy Mayor; Dave Bird, Councillor; Jim Boldt, Councillor; Isabel Anne McRae, Councillor; Barry Smith, Councillor; and Gary Waterfield, Councillor

Absent:

Staff:

Joanna Bowes, Director of Development Services; Cathy McNally, Director of Community Services; Amanda Noël, Director of Legislative Services/Clerk; Nev Jande, Director of Corporate Services/Treasurer; and Tracy Bowes, Deputy Clerk

Sixth Meeting in 2026

1. Call to Order 5:00 PM:

Councillor Gary Waterfield, Chair called the meeting to order at 5:00 p.m. with 7 (seven) members of the Committee of the Whole in attendance.

2. Adoption of Agenda/Amendments:

2.1. Motion to Adopt the Agenda

Moved by Councillor Barry Smith

That the Agenda for the Special Committee of the Whole meeting of May 12, 2026 be adopted as presented.

Carried - Unanimous

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

There being none, the Chair moved to the next order of business.

4. Public Meeting(s) Under the Planning Act (as required):

Councillor Gary Waterfield read the following introduction:

The purpose of this public meeting is to hear an application for a Zoning By-law

Amendment No. ZBL-03-2026 - NorChap Development - 22 Church Street.

The Planner will provide a brief overview of the file and details of the amendment. The applicant will be given an opportunity to speak to the application. The public will then be given an opportunity to make comments and ask questions.

A person or public body who has the ability to appeal the decision of Council for the Zoning By-law Amendment to the Ontario Land Tribunal, must make oral submissions at the public meeting or make written submission to the Town of Perth before the by-law is passed in order to be entitled to appeal the decision.

If a person or public body does not make oral submission at a public meeting or make written submissions to the Town of Perth on the Zoning By-law Application before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal there are reasonable grounds to do so.

If you wish to be notified of the decision of Council and any possible Ontario Land Tribunal Hearing in respect to any of the listed applications, you must submit a written request to the Town of Perth or you must sign the attendance list provided at tonight's meeting.

4.1. Zoning By-Law Amendment Application No. ZBL-03-2026 - 22 Church Street, NorChap

a) Planner File Review & Proposed By-law

Joanna Bowes, Director of Development Services provided an overview of the application to re-zone the property municipally known as 22 Church Street from Residential Second Density (R2) to Residential Fourth Density Special Exception (R4-xx) to permit a decrease in the minimum landscaped open space from 35% to 32% and to reduce the minimum required parking spaces by one (1).

Ms. Bowes highlighted the following aspects of the application:

- The application meets the Provincial Planning Statement, the Lanark County Sustainable Communities Official Plan and the Town's Official Plan
- The subject property is not subject to site plan control as the development proposal is under 9 units
- Cash-in-lieu of parking is required for the reduction of one parking space

Council inquired about the following aspects related to the application:

- Parking issues in the winter season and whether there would be an increase of parking on the street due to the lack of a parking space. J. Bowes; the decrease of the one parking space requested is not

anticipated to be problematic. There is an area allocated for snow storage on the site plan.

- Whether there are concerns regarding the proposed decrease in landscaped open space. J. Bowes; the proposed reduction in open space is minimal and therefore not a concern in the context of this application.
- Whether there are reservations in regards to the proposed development. J. Bowes; does not have concerns; the proposed development has been reviewed by the Development Services Team and the applicant has attempted to make the medium density project look more like a home.

b) Comments from the Applicant(s)

Adam Norwood, Applicant was in attendance and provided the following comments in summary:

- The attempt will be made to retain every tree and shrub possible and replace any trees that were removed.
- There was area for an additional parking space, though in a previous development in Town, the number of parking spaces are rarely all occupied. The reduction of one parking space helps with maneuvering around the parking lot.

c) Written Comments from the Public

J. Bowes advised that after the writing of the report:

- one request was received for a copy of the notice of decision
- one call was received about details of the notice
- one comment was received with concerns related to the 4 lilac trees and shrubs.

J. Bowes commented that the developer would attempt to retain as many trees as possible during the construction.

d) Oral Comments from the Public

- Cathleen Corbett - 35 Church Street - thanked the developers for the design in this respect as it is not too dissimilar from the other homes. No issue about the proposed parking. Would like to see an increase of green space.
- Lindsay Blair - spoke on behalf of her Mother who lives on Church Street and expressed support for the development. Indicated she has discussed the location of garbage and recycling receptacles on the property with the developer.
- Geoffrey Erion - 24 Church Street - inquired about the location of trees. The Applicants advised that they will work with Mr. Erion to develop the best suitable location for the trees.
- Danielle and Neil Shinkfield - 23 Church Street - has a quiet neighbourhood now, inquired about how many people will be parking on the street including visitors and those who have multiple cars will be

parked in front of their house.

- Louise McDiarmid – corner of Rogers Road/Harvey Street - there are many people who don't have a car or the need for a parking space. Is in support of green space
- April Erion – 24 Church Street - has concerns with reduced green space.
- Applicant Adam Norwood indicated that they are from Perth and have family that reside in the Town. They have no issues with parking on the street at another location they developed and have additional space in the existing parking lot that are not occupied, therefore no parking issues are anticipated. The concerns of reduced green space were acknowledged and there will be an attempt to achieve a 35% green space area. The preservation of green space was the reason for the reduced size of the proposed building.

e) Decision: Zoning By-law Amendment No. ZBL-03-2026 - NorChap Development - 22 Church Street.

Moved by Deputy Mayor Ed McPherson

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) approve Zoning By-law Amendment Application No. ZBL-03-2026; and,
- (ii) pass By-law No.3358-141 being a By-law to further amend Zoning By-law No.3358 to change the zone category of lands municipally known as 22 Church Street from Residential Second Density (R2) to Residential Fourth Density Special Exception (R4-xx) to permit a decrease the minimum landscaped open space from 35% to 32% and to reduce the minimum required parking spaces by one (1), as presented in report 2026-COW-6.1.

Carried - Unanimous

5. Next Meeting Date(s):

Regular Committee of the Whole - Tuesday, May 12, 2026 - Councillor Gary Waterfield, Chair

Special Committee of the Whole - Wednesday, May 20, 2026 at 5:30 p.m. - Councillor Gary Waterfield, Chair

6. Questions From The Media:

There being none, the Chair moved to the next order of business.

7. Adjournment:

Moved by Councillor Isabel Anne McRae

That the Special Committee of the Whole meeting held on May 12, 2026 adjourn at 5:36 p.m.

Carried - Unanimous

Original signed by:

Councillor Gary Waterfield, Chair

Original signed by:

Amanda Noel, Director of Legislative Services/Clerk



Town of Perth Committee of the Whole Minutes

5:30 PM, Tuesday, May 12, 2026

Council Chambers - 2nd Floor - Perth Town Hall
and livestreamed on YouTube

Attendance:

Present:

Judy Brown, Mayor; Ed McPherson, Deputy Mayor; Dave Bird, Councillor; Jim Boldt, Councillor; Isabel Anne McRae, Councillor; Barry Smith, Councillor; and Gary Waterfield, Councillor

Absent:

Staff:

Cathy McNally, Director of Community Services; Joanna Bowes, Director of Development Services; Trevor Choffe, Director of Protective Services/Fire Chief; Grant Machan, Director of Environmental Services; Amanda Noël, Director of Legislative Services/Clerk; Nev Jande, Director of Corporate Services/Treasurer; and Tracy Bowes, Deputy Clerk

Seventh Meeting in 2026

1. Call to Order:

Councillor Gary Waterfield, Chair called the meeting to order at 5:38 p.m. with 7 (seven) members of the Committee of the Whole in attendance.

2. Adoption of Agenda/Amendments:

2.1. Adoption of Agenda

Moved by Councillor Jim Boldt

That the Agenda for the regular Committee of the Whole meeting of May 12, 2026 be adopted as presented.

Carried - Unanimous

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

There being none, the Chair moved to the next order of business.

4. Public Meeting(s) Under the Planning Act (as required):

There being none, the Chair moved to the next order of business.

5. Adoption of Minutes:

- 5.1. Approval of April 7, 2026 Special Committee of the Whole Minutes and the April 7, 2026 Regular Committee of the Whole Minutes

Moved by Councillor Barry Smith

That the Minutes of the April 7, 2026 Special Committee of the Whole meeting and the April 7, 2026 Regular Committee of the Whole meeting be approved.

Carried - Unanimous

6. Delegations:

- 6.1. Francine Desjardins and Mireille Lapointe - Lanark County Neighbours for Truth and Reconciliation - Perth's Indigenous Spaces in Last Duel Park

Moved by Councillor Isabel Anne McRae

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) receive for information the presentation from Francine Desjardins and Mireille Lapointe - Lanark County Neighbours for Truth and Reconciliation - Perth's Indigenous Spaces in Last Duel Park, as presented at the Committee of the Whole meeting on May 12, 2026; and,
- (ii) direct staff to bring forward a report regarding the renaming of the Lanark County Neighbours for Truth and Reconciliation Indigenous Healing Circle space, encompassing the Medicine Garden and Healing Garden, in Last Duel Park.

Carried - 6 Ayes, 1 Nay

- 6.2. Erika Heesen, CEO/Chief Librarian - Perth & District Union Public Library - Annual Report 2025

Moved by Mayor Judy Brown

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the presentation from Erika Heesen, CEO/Chief Librarian - Perth & District Union Public Library - Annual Report 2025, as presented at the Committee of the Whole meeting on May 12, 2026.

Carried - Unanimous

7. Correspondence:

7.1. For Information:

- 7.1.1. March 24, 2026 - Big Brothers Big Sisters - 2026 Municipal Grant Contribution

Moved by Mayor Judy Brown

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the thank-you letter from Big Brothers Big Sisters regarding the 2026 Municipal Grant Contribution.

Carried - Unanimous

- 7.1.2. May 7, 2026 - Ministry of Emergency Preparedness and Response - 2025 Compliance Results

Moved by Mayor Judy Brown

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the correspondence from the Ministry of Emergency Preparedness and Response - 2025 Compliance Results.

Carried - Unanimous

7.2. Request Action:

- 7.2.1. Councillor Isabel Anne McRae - Request for Motion - Ministry of Transportation - Highway 7 and Drummond Street Intersection

Moved by Councillor Isabel Anne McRae

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) direct staff to forward a letter to the Ministry of Transportation requesting that the Ministry undertake a safety review of the intersection of Highway 7 and Drummond Street, and consider short-term interim safety measures, as appropriate, in advance of the planned Highway 7 construction;
- (ii) direct staff to forward a copy of this letter to John Jordan, MPP; and,
- (iii) direct staff to submit a request to the Lanark County OPP Board for statistical data on incidents at this intersection over the past ten (10) years.

Carried - Unanimous

8. Staff Reports:

- 8.1. Appointment of a Deputy Chief Building Official - Johnathan Proulx

Moved by Deputy Mayor Ed McPherson

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No.xxx, being a by-law to appoint Johnathan Proulx as the Deputy Chief Building Official for the Town of Perth, as presented in Report 2026-COW-7.1.

Carried - Unanimous

- 8.2. Bill 98 Summary

Moved by Mayor Judy Brown

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Bill 98 Summary report, as presented in report 2026-COW-7.2.

Carried - Unanimous

- 8.3. By-law to Execute a Subdivision Agreement with Perthmore Development Co. Ltd. for Phase 6 of the Perthmore Subdivision and Clearance of Draft Conditions

Moved by Councillor Isabel Anne McRae

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

(i) direct staff to send a clearance letter to the County of Lanark for the draft conditions of Perthmore Phase 6 Subdivision; and,

(ii) pass By-law No. xxxx being a By-law to authorize the Mayor and Clerk to execute a Subdivision Agreement with Perthmore Development Co. Ltd. for Phase 6 of the Perthmore Subdivision, as presented in report 2026-COW-7.3.

Carried - Unanimous

- 8.4. Authorization to Apply for the Canadian Wildlife Federation Pollinator Habitat Restoration Funding – Darou Farm

*Councillor Dave Bird left the meeting at 6:42 p.m.

Moved by Councillor Jim Boldt

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth authorize staff to submit a funding application to the Canadian Wildlife Federation pollinator habitat restoration program for a proposed pollinator meadow pilot project at Darou Farm, as presented in report 2026-COW-7.4.

Carried - Unanimous (6 Members Voting)

- 8.5. Grant Application – Enhancing Access to Spaces for Everyone (EASE) Grant Program – Installation of new flooring at the Perth & District Indoor Pool

*Councillor Dave Bird returned to the meeting at 6:44 p.m.

Moved by Councillor Jim Boldt

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth authorize the Director of Community Services to submit a grant application to the Enhancing Access to Spaces for Everyone (EASE) Communities Grants Program to an upset limit of \$60,000 for the installation of new flooring in the women's changeroom at the Perth & District Indoor Pool, as presented in Report-2026-COW-7.5.

Carried - Unanimous

8.6. 2025-2026 Ministry of Environment, Conservation, and Parks Drinking Water System Inspection Report

Moved by Councillor Barry Smith

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the 2025-2026 Drinking Water System Inspection Report from the Ministry of Environment, Conservation and Parks, as presented in report 2026-COW-7.6.

Carried - Unanimous

8.7. Award Request for Proposal (RFP) No. ES-2026-07 - Infrastructure Master Plan to J.L. Richards & Associates Limited

Moved by Councillor Barry Smith

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

(i) award Request for Proposal No. ES-2026-07 to J.L. Richards & Associates Limited for the development of the 2026-2027 infrastructure Master Plan, in the amount of \$195,860.00 (plus HST);

(ii) pass By-law No. xxxx, being a by-law to authorize the Mayor and Clerk to enter into an agreement with J.L. Richards & Associates Limited for the development of the 2026-2027 Infrastructure Master Plan; and,

(iii) approve the cost of the 2026-2027 Infrastructure Master Plan to be funded from Development Charges in the amount of \$39,840, from the Capital Reserve in the amount of \$52,007 (plus HST), and from the Water and Sewer Reserve in the amount of \$104,013 (plus HST), as presented in Report 2026-COW-7.7.

Carried - Unanimous

8.8. Award Request for Tender (RFT) No. ES-2026-06 - Little Tay Bridge Rehabilitation to Atwill-Morin (Ontario) Inc.

Moved by Councillor Barry Smith

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

(i) award Contract ES-2026-06 Little Tay Bridge Rehabilitation to Atwill-Morin (Ontario) Inc. to an upset limit of \$163,804.30 (plus HST);

(ii) pass By-law No. xxxx, being a by-law to authorize the Mayor and Clerk to execute an agreement with Atwill-Morin (Ontario) Inc. for the rehabilitation of the Little Tay Bridge; and,

(iii) authorize funding of the \$13,804.30 (plus HST) budget variance through the carry forward surplus from the 2025 Craig Street Bridge Budget, as presented in Report 2026-COW-7.8.

Carried - Unanimous

- 8.9. Award Request for Proposal (RFP) No. ES-2026-04 - Inspection of Urban Municipal Bridges and Structures to HP Engineering Inc.

Moved by Councillor Barry Smith

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) award Request for Proposal ES-2026-04 for the Inspection of Urban Municipal Bridges and Structures to HP Engineering Inc. in the amount of \$8,339.40 (including HST) in 2027 and \$8,712.30 (including HST) in 2029; and,
(ii) pass By-law No. xxxx to authorize the Mayor and Clerk to sign a multi-year Agreement for the years 2027, 2028 and 2029 with HP Engineering Inc. for biennial Inspections of Urban Municipal Bridges and Structures, as presented in Report 2026-COW-7.9.

Carried - Unanimous

- 8.10. 2025 Development Charge Reserve Statement

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the 2025 Development Charge Reserve Statement, as presented in Report 2026-COW-7.10.

Carried - Unanimous

- 8.11. 2026 Development Charges

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the 2026 Development Charges, as presented in Report 2026-COW-7.11.

Carried - Unanimous

- 8.12. 2025 Budget Carry Forward

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth approve the Carry Forward to 2026 of the unspent 2025 Project Budgets, as presented in report 2026-COW-7.12.

Carried - Unanimous

- 8.13. By-law to Establish 2026 Tax Rates for The Corporation of the Town of Perth and Business Improvement Area (BIA) and Provide for Penalty and Interest in Default of Payment

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) pass By-law No. 5XXX, being a By-law to establish the tax rates for 2026 for The Corporation of the Town of Perth and the Business Improvement Area (BIA) and to provide for penalty and interest in default of payment; and,
- (ii) approve the tax increase in the tax levy in the amount of \$111,007, as presented in Report 2026-COW-7.13.

Carried - Unanimous

- 8.14. Reserve Fund Update: 2025 Year End Balances and 2026 Approved Commitments

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Reserve Fund update: 2025 Year-End Balances and 2026 Approved Commitments, as presented in report 2026-COW-7.14.

Carried - Unanimous

- 8.15. Special Charge By-Law - Better Homes Lanark Residential Retrofit Program - 2 D'Arcy Street

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-Law No. 5xxx, being a By-Law to authorize the imposition of a special charge on lands municipally known as 2 D'Arcy Street under the Better Homes Lanark Residential Retrofit program, as presented in Report 2026-COW-7.15.

Carried - Unanimous

- 8.16. Perth Fire Services - 2025 Service Review

Moved by Councillor Isabel Anne McRae

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Perth Fire Services 2025 Service Review, as presented in Report 2026-COW-7.16.

Carried - Unanimous

- 8.17. Joint Lanark County Compliance Audit Committee Appointments for the Term of November 15, 2026 to November 14, 2030

Moved by Deputy Mayor Ed McPherson

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No. 52xx, being a by-law to appoint the following individuals to the Joint Lanark County Compliance Audit

Committee of the Whole

May 12, 2026

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Committee for the term November 15, 2026 to November 14, 2030, to deal with applications from the 2026 Municipal Election and any By-Elections during the next Council Term:

1. David Nusko
 2. Jason Huang
 3. Rhonda Whitmarsh,
- as presented in Report 2026-COW-7.17.

Carried - Unanimous

- 8.18. Lanark County Natural Heritage System Strategy Municipal Advisory Working Group - Staff and Council Representatives

Moved by Deputy Mayor Ed McPherson

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth recommend Joanna Bowes, Director of Development Services as the staff representative to the Lanark County Natural Heritage System Strategy Municipal Advisory Working Group, as presented in Report 2026-COW-7.18.

Carried - Unanimous

9. CAO and Director Departmental Updates:

- 9.1. CAO Update-Michael Touw-12May2026
Community Services Update-Cathy McNally-12May2026
Environmental Services Update-Grant Machan-12May2026
Protective Services Update-Trevor Choffe -12May2026
Development Services Update-Joanna Bowes-12May2026
Legislative Services Update-Amanda Noel-12May2026

10. New Business:

There being none, the Chair moved to the next order of business.

11. Next Meeting Date(s):

Special Committee of the Whole - Wednesday, May 20, 2026 at 5:30 - Councillor Gary Waterfield, Chair

Regular Committee of the Whole - Tuesday, June 9, 2026 at 5:30 - Councillor Dave Bird, Chair

12. Questions From The Media:

Heddy Sorour, Hometown News inquired about the Lanark County Neighbours for Truth and Reconciliation - Perth's Indigenous Spaces in Last Duel Park presentation and asked if Councillor Isabel Anne McRae's suggested motion was resistance to change of the name of the Last Duel Park as a whole or in part. Councillor Isabel Anne McRae responded that the original presentation was related to the healing circle and medicine garden, though the presentation at the meeting tonight was to rename

the entire park. Cathy McNally, Director of Community Services will bring forward a staff report highlighting these aspects.

Brian Turner, MyFM inquired about the Caivan Public meeting, the proposed settlement, what the public reaction will be, whether it is likely to be accepted and whether the mediation will rubber stamp the agreement. Mayor Judy Brown responded that council is committed to transparency and that the meeting will be informative. Joanna Bowes, Director of Development Services advised that the notice of the Caivan Public Information Session has been posted, there is a forum available for the public to provide comments, there will be a PowerPoint presentation provided at the information session and the public will have the opportunity to ask questions. She advised that the decision on the matter will be made by the OLT at the settlement hearing and that the public can provide comments at the hearing.

13. Closed Session:

There being none, the Chair moved to the next order of business.

14. Rise and Report from Closed Session:

There being none, the Chair moved to the next order of business.

15. Adjournment:

Moved by Deputy Mayor Ed McPherson

That the regular Committee of the Whole meeting held on May 12, 2026 adjourn at 7:43 p.m.

Carried - Unanimous

Original signed by:

Councillor Gary Waterfield, Chair

Original signed by:

Amanda Noel, Director of Legislative Services/Clerk



Town of Perth Special Committee of the Whole Minutes

5:30 PM, Wednesday, May 20, 2026

Council Chambers - 2nd Floor - Perth Town Hall
and livestreamed on YouTube

Attendance:

Present:

Judy Brown, Mayor; Ed McPherson, Deputy Mayor; Dave Bird, Councillor; Isabel Anne McRae, Councillor; Barry Smith, Councillor; and Gary Waterfield, Councillor

Absent:

Jim Boldt, Councillor

Staff:

Joanna Bowes, Director of Development Services; Amanda Noël, Director of Legislative Services/Clerk; and Tracy Bowes, Deputy Clerk

Eighth Meeting in 2026

1. Call to Order 5:30 PM:

Councillor Gary Waterfield, Chair called the meeting to order at 5:30 p.m. with 6 (six) members of the Committee of the Whole in attendance.

2. Adoption of Agenda/Amendments:

2.1. Adoption of the Agenda

Moved by Councillor Isabel Anne McRae

That the Agenda for the Special Committee of the Whole meeting of May 20, 2026 be adopted as presented.

Carried - Unanimous

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

There being none, the Chair moved to the next order of business.

4. Public Meeting(s) Under the Planning Act (as required):

4.1. Town of Perth New Zoning By-law – Public Meeting on the Zoning By-law Discussion Draft

Councillor Gary Waterfield, Chair, read the following introduction:

The purpose of the Public Meeting is to provide members of the public with an opportunity to submit formal comments and ask questions regarding the proposed changes outlined in the “Redline Discussion Draft” of the new Zoning By-law. A brief overview of the proposed amendments will be provided by the Planner, the public will then be given an opportunity to make comments and ask questions.

a) Planner Review of Proposed Amendments

Forbes Symon, Senior Planner, Jp2g Consultants Inc. and Joanna Bowes, Director of Development Services.

F. Symon indicated that a new Zoning By-law is being prepared as the current Zoning By-law is approximately 20 years old. The Town's Official Plan was recently updated and it is appropriate at this time to review the Zoning By-law. The proposed changes have been outlined in the Draft Red Line Revision of the Zoning By-law and a new draft Zoning Schedule has been created. Both the text and schedules are attempting to be as accessible as possible.

F. Symon highlighted the primary changes to the Zoning By-law:

- The Definitions section has been updated
- Dwelling Unit area references have been removed
- Additional Dwelling Unit provisions have been updated
- The reference to Floodplain has been moved from the General Provisions section to an actual Land Use Zone
- The requirement for Parking is currently that one dwelling unit requires two parking spaces, lower parking standards could be considered
- The General Industrial (M2) Zone specifies existing Class 3 Industry as a permitted use in the Industrial Park, proposed change to remove 'existing'
- Updates to the Penalties section to be consistent with the Planning Act
- The Residential Zoning Policies have been updated with provisions that are CMHC compliant in relation to the number of permitted residential units, proposing to increase the number of residential units by 1 (one) in the R1 Zone, which would allow up to a fourplex, the R4 Zone would allow five units or above and Townhouses would be put into a higher density. This would decrease the number of Residential Zones from 4 (four) to 2 (two)

F. Symon noted the rate of change by the Provincial Government in terms of intrusion into local planning matters. Bill 98 has received royal assent which essentially eliminates minimum lot size for residential development. The Zoning By-law as drafted will not pose an issue, though could be overridden by this Provincial legislation in the future. A consideration for future development will include whether parking on site can be achieved where no public transit exists.

Council inquired about the following aspects related to the Zoning By-law update:

- Inquired about the survey of lots in Town that was completed to determine the suitability for the development of a Tiny Home and whether that was still relevant. F. Symon; The exercise undertaken to determine this was valuable as it identified properties where higher densities were possible, though each development proposal is evaluated to determine whether developing a Tiny Home would be feasible. As the Province moves toward reducing the minimum lot size and we eliminate minimum dwelling size, the past approach toward Tiny Homes is becoming redundant.
- The Definitions section includes Adult Entertainment Use, is this a permitted use? F. Symon; does not believe it is identified as a permitted use in any of the Zone categories. It was common practice in the past to include definitions in the Zoning By-law, but not necessarily establish them anywhere in the By-law where it would be permitted.
- Section 13.4.4(b) identifies a list of uses, including Computer Store, is Computer Store itself not permitted in the uses. F. Symon; This is a site specific zoning amendment that applies to the C2-4 Zone
- Section 4.37, Source Water Protection, further explanation regarding the IPZ and sensitivity ratings. F. Symon; the Zones are managed through the RVCA. The Intake Protection Zones have 10 categories, the predominant categories are 10, 8 and 6 Zones. As you get closer to the source of your water in the Tay River, the range of land uses that are permitted that have a direct negative impact on the source water are restricted and can result in the requirement for additional studies supporting the development and permits to be obtained.
- Section 4.45, storage of goods, materials or equipment except in accordance with the relevant Zone provisions. F. Symon; this is a public use provision that allows a public authority to override zoning, servicing and placement of the features can be installed where they are required.
- Importance of parking, the requirement of 2 (two) parking spaces per unit. J. Bowes; the number of parking spaces required depends on the use that is proposed, for a single family dwelling, 2 (two) spaces are required, in terms of other planning applications, if the proposal includes affordable housing, requiring 1 (one) parking space is sufficient.
- The minimum lot size creating more pressure for municipalities to approve potential difficult development proposals. F. Symon; the development of housing is a Provincial priority, the changes to legislation is removing tools that manage growth and development of communities. J. Bowes; changes to planning regulations are concerning and the concerns have been conveyed to higher levels of Government.
- Upon the next Zoning By-law update, will the document be updated again, or will a new Zoning By-law be required? F. Symon; a major overhaul of the Zoning By-law should be contemplated when a major update to the Official Plan is completed. The Official Plan update is required every 5 (five) years. In the next Official Plan cycle, there should be a new Official Plan developed. The need for a new Zoning By-law, or major update, will depend on the changes to the Official Plan.

- Is a home above a shop permitted? F. Symon; the C1 Zone and the Neighbourhood Commercial Zone permits a house above a shop, however it is not permitted in the Industrial Zone. The Business Park Zone could permit a house above a business, though consideration for any sensitive land uses would determine whether it would be feasible.
- Section 22.7.4 indicates Township, rather than Town. F. Symon; this correction will be made.
- The proposed location of the new Environmental Services Shop in Town, determination of using the 1:100 year flood. F. Symon; related provisions are included in the Town's Official Plan and consider planning for extreme weather events. Different jurisdictions plan for extreme weather events and related studies that depict these events are ongoing. Highlighting the Floodplain Zone in the Zoning By-law makes it more prominent and is a step toward taking a serious approach toward extreme weather events.

b) Written Comments from the Public

J. Bowes advised that the following written comments were received:

- Perthmore Developments; ensuring correct zoning change as approved by the Ontario Land Tribunal is included on the Zoning Schedule
- A Developer inquired about fourplexes; ensuring the definitions align with the plans
- An Agency submitted a comment

F. Symon advised that a recommendation report will be forthcoming to Council that will incorporate all comments received, and any recommended changes.

c) Oral Comments from the Public

- Gordon Phillips - 359588 Bayshore Road, Lieth Ontario, N0H 1V0 (owns property North of Hwy 7) - Commended the Planning Department for their work on the draft Zoning By-law Amendment Update. Proposed the inclusion for Rear Lot Laneways in the Zoning By-law. Do not have homes that people can rent due to parking constraints. Spoke to the lot size required to develop, potential for severance for his lot, parking spaces required for development. Recommends special consideration for rear yard parking.
- Louise McDiarmid, 99 Harvey Street - is bothered by the parking issue, by charging \$10,000 to someone who wants to build granny suite discourages development. Perth has a sizeable population. What does the cash-in-lieu of parking go toward? What is the cost of maintaining the parking lots? J. Bowes; the cash-in-lieu of parking is put into a fund and goes towards buying land, designing parking spaces, and constructing parking spaces. The Parking Master Plan would identify areas where parking would be best situated. It costs about \$40,000 to

Committee of the Whole

May 20, 2026

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build a parking space. L. McDiarmid suggested that instead of putting the money toward parking lot, it should go toward public transit. She is concerned about the effect of what we are doing now will have on our grandchildren.

d) Decision: Town of Perth New Zoning By-law – Public Meeting on the Zoning By-law Discussion Draft

Moved by Councillor Dave Bird

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

(i) receive comments from the public on the Zoning By-law Discussion Draft until May 27th to ensure all comments are captured prior to Council's consideration of the New Zoning By-law; and,

(ii) direct staff to bring forward a report with recommended changes to the Town of Perth Zoning By-law Draft based on the comments received, as presented in Report 2026-COW-8.1.

Carried - Unanimous

5. Next Meeting Date(s):

Committee of the Whole - Tuesday, June 9, 2026 at 5:30 p.m. - Councillor Dave Bird

6. Questions From The Media:

There being none, the Chair moved to the next order of business.

7. Adjournment:

Moved by Councillor Dave Bird

That the Special Committee of the Whole meeting held on May 20, 2026 adjourn at 6:50 p.m.

Carried - Unanimous

Original signed by:

Councillor Gary Waterfield, Chair

Original signed by:

Amanda Noel, Director of Legislative Services/Clerk

June 2026 Smoking By-law. *Good evening Mayor and Town Council.*

My name is Tim Holmes, and I live at [REDACTED]. My neighbourhood was originally designed by the town so that homes would share a common green space behind them. Our back yards are very small. The distance from my property line to the fence at the new 63 Halton Street apartment building site is only about fifty feet – roughly the distance from the centre line to the goal in a hockey rink. Come, visit the site to review it, my # is [REDACTED].

The town has recently permitted a doubling of the number of households on my block, and I am requesting a change to the smoking by-law to moderate the impact of that intensification on the remaining small shared green space. (I say “doubling” because prior to the apartment building there were 21 households on the block whereas after the Cockburn Street townhouse development there will be 22 new households for a total of 43.)

I am asking Council to direct staff to study a change to the Town’s smoking by-law so that smoking is not permitted on the Town-owned green space behind me. It is a small area that will now be shared by a large population. Protecting it will benefit all residents – including the majority of tenants in the new apartment building. Some of the units are for handicapped residents who can be protected from the ill effects of second hand smoke if they seek fresh air in the common greenspace. I am also concerned about fire safety. The common area is being gradually treed, the grass is inconsistently mowed, and there is a need to prevent wildfire on this town property in the centre of a densely built up location. Smoking involves ignition.

At present, Perth’s smoking by-law is more limited than those in many neighbouring municipalities. In Smiths Falls and Brockville, for example, **smoking is not permitted in parks or on municipal property.** Perth’s by-law, by contrast, only restricts smoking “within 9 metres of a municipal building,” - which I understand to mean a building owned by the municipality.

In jurisdictions that updated their by-laws after the 2017 Smoke-Free Ontario Act revision, smoking is **not allowed on any municipally-owned land**, *signage is not required, and the definition of smoking includes vaping and cannabis.* These are practical standards that Perth can adopt without significant cost. North Grenville’s bylaw is said to be a good example to emulate. The Perth bylaw is dated 2011 prior to the 2017 revision of the Smoke Free Ontario Act. We are behind the times. I understand that this type of bylaw change has not resulted in a significant enforcement problem elsewhere. I am also told that the change will make Perth more attractive to visitors and gives clarity to organizers of special events.

As the Town embraces policies of urban intensification, it is important to update the smoking by-law so that behaviour in small remaining public spaces is managed fairly and consistently. I have collected by-laws from other municipalities that can serve as practical templates, and Smoke-Free Ontario inspector Eady of the South East Health Unit is available as a resource.

My goal is simply to address a foreseeable issue before conflicts arise. The director of Carebridge, the apartment owner, has suggested that a problem is unlikely because residents may not spend much time outside. (Neighbours met him and Joanna Bowes a year ago to identify rules of use for the common green area. Smoking was a priority issue.) A clear by-law would ensure that **anyone who wishes to smoke outdoors does it on their own property**, which I believe is a fair and reasonable expectation. My goal is to have the by-law changed on my block. But a bylaw change for all town-owned property may be appropriate. I am not asking you to vote on this change now. Please just agree to have staff study it and report with a draft smoking bylaw that you can vote on. Now is the time, before newcoming tenants move in.

Thank you for your time, and I am pleased to answer any questions. [REDACTED]

Hello,

Please note the following response to Report a Problem has been submitted at Wednesday May 6th 2026 1:02 PM with reference number 2026-05-06-002.

- **Select the problem type**

Other

- **Name**

Danica Vidotto

- **Your address**

[REDACTED]

- **Your phone number?**

[REDACTED]

- **Please provide an address or intersection for the problem**

Town

- **Do you have a picture of the issue?**

No

- **Do you wish to be contacted?**

Yes - by email

- **Email Address**

[REDACTED]

- **Please enter any additional details below**

I am writing as a resident of Perth to raise a concern about the limited availability of local resources and programming for children under the age of five.

At present, families with toddlers and preschool-aged children have few accessible options for regular drop-in play, social development opportunities, and caregiver support within town. This gap can make it difficult for families to access early childhood programming consistently.

I am writing to ask Council to consider:

Expanding morning or flexible access to existing facilities such as the library

Increasing the frequency or variety of family swim times at the pool

Creating additional scheduled indoor drop-in play opportunities for children under five, for instance in the multi-purpose room at the pool,

Exploring better coordination of existing spaces to ensure more consistent, year-round early years programming

I would appreciate any discussion or action Council can take to better support families with children under five in Perth.

Thank you for your time and for your work in the community.

Dear Mayor Brown & Mr. Touw,

My name is Alyssa Perisa, and I'm writing on behalf of the Corridor Train Alliance, a coalition of municipalities, institutions, landowners, businesses, and citizens across eastern Ontario who believe the ALTO high-speed rail deserves proper study.

CTA is reaching out to municipalities across Eastern Ontario to request financial support for this coalition effort during a critical and time-sensitive window. The Government of Canada has indicated that route selection decision is expected in 2026, and once a route is finalized, it may become politically difficult or impossible to revisit.

The attached letter outlines three core concerns:

- The urgent need for the Government of Canada to study the 401 corridor before making any irreversible routing decision elsewhere;
- The importance of protecting and improving transportation connectivity for the cities, municipalities, institutions, industries, and communities already concentrated along the 401 corridor; and
- The need for municipalities to work together to ensure Eastern Ontario's voice is heard at the highest levels of decision making.

We recognize municipalities face many competing priorities. However, this issue carries intergenerational implications for our region, and a coordinated municipal leadership would have lasting national impact.

We respectfully ask that you:

- Review the attached open letter;
- Share it with Council and relevant staff;
- Consider the form of resolution to approve funding;
- Advise whether your municipality would be open to discussing financial support for CTA's efforts.

We would welcome the opportunity to discuss this further and answer any questions you may have.

Thank you for your leadership, consideration, and continued advocacy for the long-term interests of Eastern Ontario communities.

Sincerely,

Alyssa Perisa (she/her)
Executive Director | Corridor Train Alliance

www.corridortrainalliance.ca

705-928-4247 | coordinator@corridortrainalliance.ca



Staff Report to Committee of the Whole of the Town of Perth

Date Presented: June 9, 2026
From: Joanna Bowes, Director of Development Services
Subject: Appointment of Senior Building Official Paul Nixon
Report Number: 2026- COW-11.1

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No.xxx, being a by-law to appoint Paul Nixon as the Senior Building Official for the Town of Perth, as presented in Report 2026-COW-11.1.

Executive Summary:

When passed, the attached By-law would appoint Paul Nixon as the Senior Building Official who will be specifically hired for training and support on challenging files.

Strategic Plan:

Accountability: We are committed to establishing clear goals and targets, focusing on opportunities, remaining fiscally responsible, and always being dependable to our community.

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

Paul Nixon will be in office 1 day a week to help train for Part 3 Code and review challenging files. A by-law is required to be passed so that he can perform his duties as Senior Building Official.

Options:

Option 1: Recommended

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No.xxx, being a by-law to appoint Paul Nixon as the Senior Building Official for the Town of Perth, as presented in Report 2026-COW-11.1.

Option 2: Not Recommended
Status quo.

Financial Considerations:

The funding for this position is to come from the Building Inspection budget.

Applicable Policy/Legislation:

Ontario Building Code
Municipal Act

Others Consulted:

Directors

Attachments:

[Paul Nixon- Senior Building Official-2026](#)

Respectfully submitted,

Joanna Bowes, Director of Development Services

Approved by,

Michael Touw, CAO

**THE CORPORATION OF THE TOWN OF PERTH
BY-LAW NO. 52XX**

**A BY-LAW TO APPOINT PAUL NIXON AS SENIOR
BUILDING OFFICIAL**

WHEREAS, Subsection 3(2) of the Ontario Building Code Act, S.O. 1992, Chapter 23, ('the Act') as amended, requires the council of each municipality to appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act in the areas in which the municipality has jurisdiction;

AND WHEREAS, in accordance with Subsection 7.1 (1) of the Act, The Council of the Town of Perth has established a Code of Conduct for the Chief Building Official and Inspectors;

AND WHEREAS, Committee of the Whole has reviewed Report 2026-COW-11.1 and concurs with the recommendation to appoint Paul Nixon as a Senior Building Official.

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Town of Perth enacts as follows:

1. That Paul Nixon is hereby appointed as a Senior Building Official for The Corporation of the Town of Perth.
2. As directed by the Chief Building Official, the Senior Building Official shall perform and have all the powers and duties of the Chief Building Official under the Building Code Act, S.O. 1992, as amended, and any statute and all duties imposed by by-law, resolution or policy established by The Corporation of the Town of Perth and shall perform all duties as outlined in the Job Description for the position.
3. That all by-laws or parts thereof and resolutions passed prior to the by-law which are in contravention of any terms of this by-law are hereby rescinded.

ULTRA VIRES

Should any sections of this by-law, including any section or part of any schedule attached hereto, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

EFFECTIVE DATE:

This By-law shall come into force and effect on the date it is passed by The Council of the Corporation of the Town of Perth.

Read a first, second and third time and finally passed this ____ day of _____, 2026.

Judy Brown, Mayor

Amanda Noël, Clerk

(Seal)

Staff Report to Committee of the Whole of the Town of Perth



Date Presented: June 9, 2026
From: Joanna Bowes, Director of Development Services
Subject: Condominium Exemption- 64-72 Cockburn
Report Number: 2026- COW-11.2

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) supports the exemption of lands municipally known as 64-72 Cockburn Street from the condominium process; and,
- (ii) direct staff to forward a copy of this motion to the County of Lanark, as presented in report 2026-COW-11.2.

Executive Summary:

At Committee of the Whole on January 13, 2026, Council received report 2026-COW-1.1 relating to the zoning approval of the construction for a 6-unit townhouse with 4 Additional Residential Units. In this meeting, the public had a chance to understand the development concept and make comments. The report and presentation acknowledged that the intent of the development was to be a condominium.

As such, after discussion between the developer, Town, and County (the approval authority for condominiums) the direction being reviewed is to move through the condominium exemption process.

The condominium exemption process means that no further public consultation will be required as it has already occurred for this project.

Strategic Plan:

Transparency: We are committed to sharing business functions and operating decisions with our citizens, partners, and investors. We will seek opportunities to communicate matters related to our community.

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

A condominium exemption in Ontario allows developers to by-pass the standard Draft Plan or Condominium approval process if planning issues, such as zoning and site plan agreements, have already been addressed.

Local Councils typically agree to grant these exemptions to help speed up the process. Schedule A shows the proposed condominium (division of lands for ownership and in this case, shared ownership of the services).

The applicant has been through the zoning by-law amendment and is still required to go through severance, site plan and condominium approvals.

A conditional building permit has been issued for foundation only. An additional permit for private services is ready to be issued once the developer is able to receive approvals from the Ministry of the Environment, Conservation and Parks for their private services.

Options:

Option 1: Recommended:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) supports the exemption of lands municipally known as 64-72 Cockburn Street from the condominium process; and,
- (ii) direct staff to forward a copy of this motion to the County of Lanark, as presented in report 2026-COW-11.2.

Option 2: Not Recommended:

Ensure developer goes through the public process for condominium.

Financial Considerations:

N/A

Applicable Policy/Legislation:

Provincial Planning Statement
Sustainable Communities Official Plan
Town of Perth Official Plan
Town of Perth Zoning By-law

Others Consulted:

Directors

Attachments:

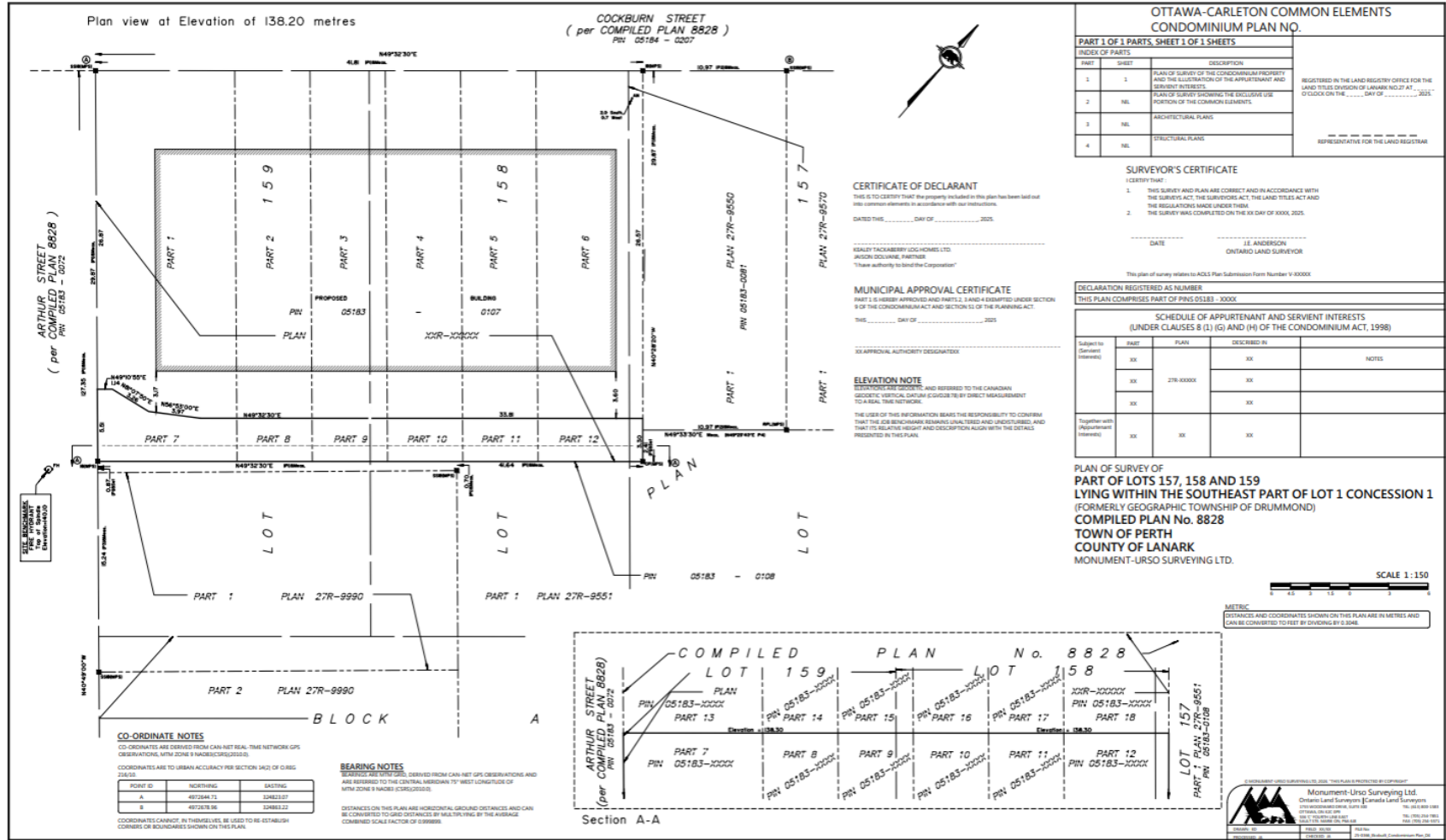
[Schedule A 2026 May 22 Draft Condo Plan](#)

Respectfully submitted,

Joanna Bowes, Director of Development Services

Approved by,

Michael Touw, CAO



**OTTAWA-CARLETON COMMON ELEMENTS
CONDOMINIUM PLAN NO.**

PART 1 OF 1 PARTS, SHEET 1 OF 1 SHEETS		DESCRIPTION	REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF LANARK NO. 27 AT 03/03/2025 ON THE ... DAY OF ... 2025
PART	SHEET		
1	1	PLAN OF SURVEY OF THE CONDOMINIUM PROPERTY AND THE ILLUSTRATION OF THE APPURTENANT AND SERVICENT INTERESTS.	REPRESENTATIVE FOR THE LAND REGISTRAR
2	NEL	PLAN OF SURVEY SHOWING THE EXCLUSIVE USE PORTION OF THE COMMON ELEMENTS.	
3	NEL	ARCHITECTURAL PLANS	
4	NEL	STRUCTURAL PLANS	

CERTIFICATE OF DECLARANT
 THIS IS TO CERTIFY THAT the property included in this plan has been laid out in accordance with the instructions of the declarant.
 DATED THIS ... DAY OF ... 2025.
 REALTY TECHNOLOGIES INCORPORATED
 JASON DOUGLAS, PARTNER
 "I have authority to bind the Corporation"

MUNICIPAL APPROVAL CERTIFICATE
 PART 1 IS HEREBY APPROVED AND PARTS 2, 3 AND 4 DEEMED UNDER SECTION 9 OF THE CONDOMINIUM ACT AND SECTION 51 OF THE PLANNING ACT.
 THIS ... DAY OF ... 2025.
 BY APPROVAL AUTHORITY DESIGNATED:

ELEVATION NOTE
 ELEVATIONS ARE REFERENCED AND REFERRED TO THE CANADIAN GEODETIC VERTICAL DATUM 1984 BY DIRECT MEASUREMENT TO A REAL TIME NETWORK.
 THE USER OF THIS INFORMATION BEARS THE RESPONSIBILITY TO CONFIRM THAT THE JOB REQUIREMENTS REMAINS UNCHANGED AND UNDISCLOSED, AND THAT ITS RELATIVE HEIGHT AND DESCRIPTION ALIGN WITH THE DETAILS PROVIDED IN THIS PLAN.

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THE SURVEY WAS COMPLETED ON THE XX DAY OF XXXX, 2025.
 DATE: ...
 J.L. ANDERSON
 ONTARIO LAND SURVEYOR

DECLARATION REGISTERED AS NUMBER
 THIS PLAN COMPRISES PART OF PINS 05183 - 000X

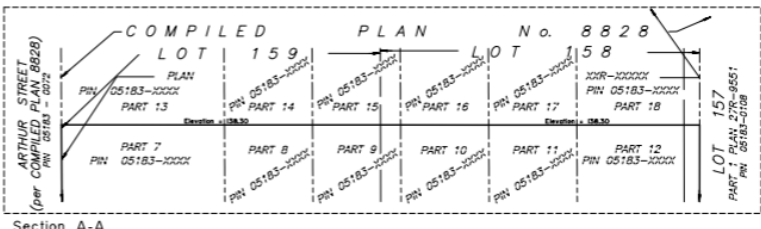
**SCHEDULE OF APPURTENANT AND SERVICENT INTERESTS
(UNDER CLAUSES 8 (L) (G) AND (H) OF THE CONDOMINIUM ACT, 1998)**

Subject to (Servient Interest)	RANK	PLAN	DESCRIBED BY	NOTES
	XX	27R-0000X	XX	
	XX		XX	
	XX		XX	
Together with (Appurtenant Interest)	XX	XX	XX	

PLAN OF SURVEY OF
**PART OF LOTS 157, 158 AND 159
 LYING WITHIN THE SOUTHEAST PART OF LOT 1 CONCESSION 1
 (FORMERLY GEOGRAPHIC TOWNSHIP OF DRUMMOND)
 COMPILED PLAN No. 8828
 TOWN OF PERTH
 COUNTY OF LANARK
 MONUMENT-URSO SURVEYING LTD.**



METRIC
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 3.048.



CO-ORDINATE NOTES
 CO-ORDINATES ARE DERIVED FROM CAN MET REAL-TIME NETWORK GPS OBSERVATIONS, NAD 83 (NAD83) (CSRS03) (2011).

POINT ID	NORTHING	EASTING
A	482244.71	524833.07
B	482245.96	524833.22

COORDINATES ARE TO URBAN ACCURACY PER SECTION 14(2) OF REG 214/10.

BEARING NOTES
 BEARINGS ARE REFERENCED, DERIVED FROM CAN MET GPS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN TO WEST LONGITUDE OF NAD 83 (NAD83) (CSRS03) (2011).

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.99999.

MONUMENT-URSO SURVEYING LTD. (A PROFESSIONAL CORPORATION UNDER THE "REALTORS ACT")
 Ontario Land Surveyors | Canada Land Surveyors
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 Cambridge, Ontario N1R 7S5
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Schedule A- Draft Condominium Plan (POTL)



Staff Report to Committee of the Whole of the Town of Perth

Date Presented: June 9, 2026
From: Joanna Bowes, Director of Development Services
Subject: Town of Perth New Zoning By-law - Comments Received and Recommended Changes to the Discussion Draft
Report Number: 2026- COW-11.3

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) direct staff to make the recommended changes to the Redlined Discussion Draft as presented in the “Final Draft of the Town of Perth Zoning By-law”, dated June 1, 2026; and,
- (ii) direct staff to bring forward a By-law to the June 23rd, 2026 regular Council meeting to adopt the “Final Draft of the Town of Perth Zoning By-law”, as presented in Report 2026-COW-11.3.

Executive Summary:

Following the Open House, formal Public Meetings and circulation to agencies, the Town has received a number of comments on the Redline Discussion Draft of the New Zoning By-law that require Council’s consideration. All comments received are attached to this report as Appendix “A”. The comments have been redacted to not include personal information. The following report summarizes the comments received and makes a series of recommendations for Council’s consideration on changes to the “Final Draft Town of Perth Zoning By-law” appended to this report.

For sake of clarity, the Final Draft of the Town of Perth Zoning By-law is presented as accepting all of the recommended changes to the “Redlined Discussion Draft”. The only redline changes highlighted in the Final Draft include the changes recommended in this report.

As a note of clarification, comments that were received at the Open House and Public Meetings, as well as all formal written comments throughout the process, have been included in the ‘Public Comments’ section of this report.

In addition to the changes based on comments received, Council should be aware that there have been some minor changes to the Land Use Schedule, correcting a couple of consolidated special exception zones and more “FP” symbols on the “Flood Plain” land.

Strategic Plan:

Transparency: We are committed to sharing business functions and operating decisions with our citizens, partners, and investors. We will seek opportunities to communicate matters related to our community.

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

Public comments received on the discussion draft are as follows along with a recommended action.

Mr. Jack Tannett: commented that 64 North Street was historically referenced as C1-1 in the old zoning by-law and is now referenced as C1-5 but should be C1-1 as per the text. Recommended schedule change to reference 64 North Street at C1-1 in the New Zoning By-law and new Schedule.

Gordon Phillips: commented on parking standards being a potential barrier to buildings changing overtime, especially residential. He indicated support for the proposed simplification of the Residential zones. He also expressed concern that small lots proposed by province will be hard to develop. No changes recommended.

Louis McDiarmid: commented on the need for extra parking for Additional Residential Units (ARU)s as being a barrier to the establishment of new ARUs. She also questioned how the “cash-in-lieu of parking” system worked. She stressed the need for public transit and to strive to address the impacts of climate change. No changes recommended.

Benjamin Clare: commented on behalf of developers of Perthmore Subdivision. He asked for clarification of how ARUs and tri/four plexes work. He also requested that OLT Decision OLT-24-000210 be accurately reflected in the new zoning schedule and by-law. Regarding the ARU/triplex question, it is the position of staff that definitions in the new Zoning By-law will allow for both types of development within the R1 zone and that the main difference will be that with ARUs one unit will be the principal use (i.e. dominate & larger in size), while with a triplex all the units will be generally the same and there will not be a principal unit (i.e. the entire triplex is the principal structure). No recommended change on this matter.

It is recommended that the Zoning Schedule be updated to accurately reflect the zone boundaries of the decision on OLT-24-000210.

Nadia De Santi: commented on behalf of Caivan Limited for the Golf Course Lands. It was requested that the Golf Course Lands be noted on Schedule indicating the zoning of the lands is before the OLT. The Zoning Schedule would be consolidated to reflect the future OLT decision on the zoning when provided. Recommended that notation of “Zoning of Lands Subject to OLT-23-00534 Decision”.

Staff/Council and Agency Comments (Summarized) on Discussion Draft and Recommended Action (Note: bold underline is recommended added text – strikeout is text to be removed)

Ministry of Environment, Conservation and Parks (MECP): Staff received a verbal communication from MECP Senior Planner requesting clarification of ARUs on waterfront properties. The Consultant contacted the MECP Senior Planner and discussed the matter. It is MECP's general position that ARUs are not an appropriate use on waterfront properties – they are intended to address affordable rental housing demands, and it is generally held that waterfront rental properties are not considered affordable. Waterfront ARUs have the potential to become short term rentals for tourist accommodation. The Consultant explained that Perth is a complete, full service urban community and that the Tay River shoreline should not be treated like a “lake” property in a rural municipality. MECP staff and the Consultant agreed that ARUs are appropriate on Perth's waterfront properties. No recommended change required.

Enbridge: Comment received that Enbridge has no objection to the new Zoning By-law. No recommended change required.

RVCA: Definition of safe access to be updated.

Staff/Council: Comments from staff and Council included:

- Need for page numbers & Updated Table of Content. Agreed - Recommend change be made.
- General Industrial (M2) zone “existing Class III Industrial Uses” to be changed to “Class III Industrial Uses”. Agreed - Recommend change be made.
- Remove new definition of “Market” and defer to existing definition of “Flea Market”. Agreed – Recommended Change be made.
- Definition of “Safe Access” should be updated with the revised RVCA definition based on provincial direction. Agreed – Recommended change be made.
- ARU parking space be confirmed to being required “on-site”. Agreed – Recommended change be made.
- Parking standards are to remain as in original zoning by-law, with provisions added for housing projects deemed affordable having a reduced standard to 1 parking space per unit.
- Tighten up the storage container provisions. Agreed – Recommended change made.
- CBO comments for Carport, Cellar, Dwelling, Ground Floor Area, Net Floor Area, Private Garage, Grade, Occupancy definitions to match OBC, storage container provisions to be updated, change independent entrance to independent exit, clarification of “Cumulative Standards”, subdivision access. Agreed- Recommended change made.

Next Steps

Subject to Council's direction, the above recommended changes will be reflected in the final by-law to come before Council for approval at the June 23rd regular Council meeting.

Once approved, there will be a notice of decision and a 20-day appeal period for prescribed agencies and property owners.

Options:

Option 1: Recommended,

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) direct staff to make the recommended changes to the Redlined Discussion Draft as presented in the “Final Draft of the Town of Perth Zoning By-law”, dated June 1, 2026; and,
- (ii) direct staff to bring forward a By-law to the June 23rd, 2026 regular Council meeting to adopt the “Final Draft of the Town of Perth Zoning By-law”, as presented in Report 2026-COW-11.3.

Option 2: Not Recommended,
Maintain the existing Zoning By-law.

Financial Considerations:

N/A

Applicable Policy/Legislation:

Planning Act
Provincial Policy Statement
Lanark County Sustainable Communities Official Plan
Town of Perth Official Plan

Others Consulted:

Directors

Attachments:

[Attachment 1 - 2026 June 4 APPENDIX A Public Comments Zoning By-Law](#)
[Attachment 2 - 2026 June 4 Final Draft New Town of Perth Zoning By-law 5-06-2026](#)
[Attachment 3 - 2026 June 04 New Town of Perth Zoning By-law Schedule A](#)

Respectfully submitted,

Joanna Bowes, Director of Development Services

Approved by,

Michael Touw, CAO

APPENDIX A
PUBLIC COMMENTS

From: Jack Tannett
Sent: Monday, April 20, 2026 2:00 PM
To: Joanna Bowes
Subject: New Zoning Bylaw Schedule A

Joanna I noticed an error on the new Zoning Bylaw Schedule A. 64 North Street is shown on the schedule as C1-5 whereas it is actually C1-1 (was C1-2, now C1-1). Please let me know if you have any questions thanks.

Jack

From: Gordon Phillips

Sent: Thursday, May 21, 2026 10:07 AM

To: Joanna Bowes

Cc: Bonnie Sheppard

Subject: New Zoning By-law Meeting Input on May 20, 2026

Thank You Joanne Bowes, Director of Development Services, I felt it was a very successful evening in helping me understand, and appreciate, all that you and your consulting team have achieved in simplifying the zoning by-law. Specifically the points that I addressed were as follows:

1. My sincere appreciation for all you have done to make things simpler for us property owners as users of the by-law. Specifically, the simplification achieved by reducing the number of residential zones from 4 to 2 is an incredible achievement to help simplify the zoning compliance process. Just being able to express my appreciation made the trip worth while.
2. The mayor's passion for detail was insightful. Specifically I brought up the point that although a year or two ago she championed the possible solution to affordability being housing more people in the over a thousand houses in Perth with just one occupant. I brought up the point that parking is an important constraint and has to be designed in from the initial construction, to achieve later-in-life goals.
3. Our deputy-mayor brought up the issue of extremely small lot size not being a realistic solution to achieve more Additional Residential Units. I agreed by my input. In reviewing the new R1 opportunities with my daughter, Bonnie Sheppard, I had to conclude that we would have to make our severed parcel deeper because as we change to rear yard parking to take advantage of reduced frontage, we need more depth. I tried to make the point that super small lots just do not work. We have to make a parcel that is saleable to a builder. I mentioned that the severance application is now going to be for a parcel 42 meters deep (over 140 feet). I tried to make the point that to get lots with less road frontage (reduced cost) you have to "give back" increased depth to accommodate rear yard parking and meet the "parking spaces" requirement. The point is that smaller lots do not have to be a zoning constraint because the parking requirement takes care of the arithmetics.
4. I tried to make the point that the new zoning by-law has kept the lot coverage percent, and that, without a lot of other constraints, allows creation of contour (berms to help achieve Low Impact Development Stormwater Management). The by-law can be effective without being overly restrictive was my point with respect to Stormwater management.
5. My takeaway, that kept going over and over in my head as I made the long drive home on a lovely night, is that the new zoning by-law meets the expressed needs of Councillors without being overly complex.

Thank you for the invite.
Gordon G. Phillips, P.Eng.

Re: Special Committee of the Whole Meeting – comment from the public

To: Town of Perth

From: Louise McDiarmid, 99 Harvey Street, #210, Perth

At the May 20, 2026 Special COW meeting regarding proposed changes to the zoning bylaws, I made a brief presentation as a member of the public. Since I spoke without a formal text, I was asked to submit a letter summing up my presentation.

There is a great need for affordable housing in Perth, and there are various ways to fill that need. How many home-owners and small developers will be deterred by this by-law from including granny flats and small adu's in existing or projected homes? The requirement to provide extra parking spaces, or pay fees of ten thousand dollars in lieu of an additional parking space, will make them think twice. The payment-in-lieu-of-parking bylaw may well have the effect of reducing affordable options for independent living among seniors and others who no longer drive.

Will the town use the payment-in-lieu-of-parking fee to build more parking lots, to accommodate more cars? Where will we put these parking lots? Will they occupy land that could be better used for housing, parks, or community gardens? Large paved areas contribute to higher summer temperatures in built-up areas and the burden of snow-clearing in winter. As well, impervious surfaces prevent groundwater absorption, which is important to maintaining the water table. And if the water can't sink into the ground, it will flow to a lower level and can cause flooding. Parking lots are expensive to build and maintain. Instead of looking to the past for solutions (more parking lots), why don't we, as a progressive community, look for more community-minded and environmentally responsible solutions to the problem?

A very important solution that has been talked about but failed to materialize is a local transit system. Older or disabled adults, and others who don't own a car and want to go – anywhere -- have few options. They can walk, ask a friend to drive them, or call a taxi. For health, safety and quality-of-life reasons, and to lower our GHG emissions effect on the environment, we can't keep putting a local transit system off into the future.

There is plenty to worry about, politically, socially and environmentally, in the world today, but what troubles me most is the lack of priority given to serious action on Climate Change. Current measures to improve the economy are overriding concern for the environment. Today's efforts to protect our current standard of living and expectations of "the good life" come at a cost. As the earth's climate changes, our children and grandchildren will pay the price.

Louise McDiarmid

May 21, 2026

From: Benjamin Clare
Sent: Wednesday, May 13, 2026 9:43 AM
To: Joanna Bowes
Cc: leor pomeranc; Lacey Edwards
Subject: Re: Town of Perth Zoning By-law

Good morning Joanna,

Leor has asked Lacey and I to look through the draft by-law to try and assess for any potential impacts. The first item we're working to establish is how Leor's proposal for his semi lots will be defined. You'll recall that we previously established these as permitted (see attached), but that was under the existing by-law.

To the lay person, Leor is proposing semi-detached dwellings with lower-level / basement apartments. My review of the by-law suggests that these units could technically be considered fourplexes/quadruplexes or either semi-detached dwellings with additional residential units or semi-detached dwellings with secondary apartments.

I believe in this instance it would be most logical to define these as semi-detached dwellings with additional residential units given that this approach is consistent with section 4.1.2 of the by-law (which permits a maximum of two additional residential units for a semi-detached dwelling), and the following definitions, especially as it concerns the terms "accessory," "principal," and "subordinate":

1. **Accessory:** When used to describe a use, building or structure, shall mean a use, building, or structure naturally or normally incidental, subordinate and exclusively devoted to a main use, building or structure and located on the same lot therewith.
2. **Additional Residential Unit:** Shall mean an accessory use to the principal dwelling on the property, consisting of a self-contained residential unit with sleeping, kitchen, and bathroom facilities, within a principal single detached, semi-detached, or townhouse dwelling or within an accessory structure to a single detached, semi-detached or townhouse dwelling, but shall not include a boarding house, group home, lodging establishment, hotel, motel, rental cabin or similar commercial use, as defined herein.
3. **Principal:** When used to describe a use, building or structure, shall mean a use, building or structure, one to which any other is subordinate and constitutes the main use of a lot therewith.

Although it's not defined in this manner, a fourplex/quadruplex to me suggests that there's less of a principal vs. subordinate configuration. Further, we're ignoring the secondary apartment definition /use as it's not permitted in R-1.

When you have the opportunity, could you kindly review the above and confirm staff's position on the use? Note that we may be in touch regarding additional provisions in the coming days as our review continues.

Thank you, Ben Clare, MCIP, RPP

From: Benjamin Clare
Sent: Wednesday, May 13, 2026 10:03 AM
To: Joanna Bowes
Cc: maurice ; Lacey Edwards
Subject: Re: Town of Perth Zoning By-law

Hello again Joanna,

Hope this doesn't get confusing, but I'm sending this particular e-mail on Maurice's behalf (not Leor's).

In reviewing the draft by-law, we noticed that it doesn't look like the zoning established by way of the zoning amendment via the Tribunal was captured. Are you able to confirm? Assuming the solution will include creating new zone parcels within the Schedule A, may I request that these parcels align with the blocks and lots on the M-Plan so that the changes made during the redline are captured? The only exception here I believe would be EP to R3-XX.

Happy to discuss this with you, including how we ensure the reduced exterior side yard setbacks of 3.5m are captured.

Thank you!

Ben



May 27, 2026

Ms. Amanda Noël

Director of Legislative Services / Clerk Town of Perth
80 Gore Street East Perth, ON K7H
1H9

Via email: anoel@perth.ca

Subject: Town of Perth New Comprehensive Zoning By-law on behalf of Caivan (Perth GC) Limited

Dear Mayor and Members of Council,

WSP is a land use planning consultant retained on behalf of Caivan (Perth GC) Limited (“Caivan”), the land owner of 141 Peter Street (the “Site”). As Council is aware, Caivan and the Town have entered into Minutes of Settlement to resolve OLT-23-00534 concerning the Site. This settlement includes a Zoning By-law Amendment proposed for approval by the Ontario Land Tribunal.

WSP submits that the Town’s forthcoming New Comprehensive Zoning By-law should anticipate the implementation of the settlement Zoning By-law Amendment for the Site. To address this, a notation should appear in the New Comprehensive Zoning By-law’s Schedules indicating that the Site is subject to OLT-23-00534. This notation can later be removed and replaced, through a housekeeping amendment, to reflect the approved outcome in OLT-23-00534.

In terms of grounds for this requested notation, Caivan relies upon all of its various submissions in support of its major redevelopment proposal as well as its Zoning By-law Settlement as achieved with the Town.

Thank you for the Town’s consideration of these comments. Should the Town wish to discuss, please feel free to contact the undersigned at Nadia.De-Santi@wsp.com or at 613.690.1114.

Yours truly,

WSP

Nadia De Santi, MCIP, RPP Practice Lead
Urban and Community Planning

cc: Joanna Bowes, Director of Development Services, Town of Perth
Susan Murphy, President, Land Development, Caivan
Patrick Harrington, Partner, Aird & Berlis LLP
Brendan O’Callaghan, Partner, Aird & Berlis LLP

APPENDIX A
AGENCY COMMENTS

From: Forbes Symon
Sent: Monday, April 27, 2026 12:00 PM
To: Hailey Mahon
Cc: Joanna Bowes
Subject: RE: Notice of Open House & Public Meeting For The New Comprehensive Zoning By-Law

Thank you very much. All is good. Had a very good call with Jon O. from MECP – no changes required, he just wanted clarification on waterfront ARUs – told him this is urban and on the pipe and not cottages so ARUs are appropriate, with the 30 m setback. Talk soon.

Forbes Symon MCIP, RPP
Senior Planner
Jp2g Consultants Inc.

From: Hailey Mahon
Sent: Monday, April 27, 2026 11:57 AM
To: Joanna Bowes
Subject: Re: Notice of Open House & Public Meeting For The New Comprehensive Zoning By-Law

Hi Joanna,

Jon Opana - Ministry of the Environment, Conservation and Parks in Kingston

Phone:

Jon has a few questions re: the ZBL update.

Thanks,

Hailey

Hailey Mahon (she/her)

Executive Assistant to the CAO/Human Resources and IT Admin

Town of Perth

From: Municipal Planning

Sent: Monday, April 27, 2026 2:56 PM

To: Hailey Mahon

Subject: RE: Notice of Open House & Public Meeting For The New Comprehensive Zoning By-Law

Thank you for your circulation.

Enbridge Gas does not object to the proposed application(s) however, we reserve the right to amend or remove development conditions. This response does not signify an approval for the site/development.

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Regards,

Willie Cornelio CET (he/him)

Sr Analyst, Municipal Planning

Engineering

ENBRIDGE

From: Eric Lalande
Sent: Wednesday, May 27, 2026 8:51 AM
To: Forbes Symon
Subject: RE: Definition of Safe Access

Hi Forbes it has,

Safe access for the CA is based on a depth and velocity approach, our [policies](#) section 3.2.4 outline what we are looking for.

It's been broadened beyond the 0.3m standard previously. Happy to chat if you have any questions.

Cheers,

Eric Lalande, MCIP, RPP

Senior Planner, Rideau Valley Conservation Authority

From: Forbes Symon
Sent: Wednesday, May 27, 2026 8:48 AM
To: Eric Lalande
Subject: Definition of Safe Access

Eric, I hope this finds you well. I am working on the Town of Perth Zoning By-law and the one question that came up was the definition of "safe access" – I have been using the 11" rule – I wanted to check that this is still your definition or if things have changed. Your direction is much appreciated.

Forbes Symon MCIP, RPP
Senior Planner
Jp2g Consultants Inc.

From: Steven Leroux
Sent: Wednesday, May 27, 2026 10:55 AM
To: Forbes Symon; Joanna Bowes
Subject: Zoning By-law redline review

Hello Forbes,

As discussed at the open house here are my comments related to Section 3 Definitions and Section 4, General Provisions of the proposed Zoning By-law amendment.

Section 3 Definitions.

Carport I suggest change the section " open on at least two sides" to "open on at least 60% of the exterior walls" . This will match the definitions in the OBC.

Cellar Change " more than one-half its height from finished floor to fished ceiling below finished grade" to "has its ceiling less than 1.8m above average finished grade."

This will match the OBC definition for first storey as you have used in the definition for Basement.

Dwelling Many of the definitions in this section refer to "Independent entrances" . It would be more in line with OBC to refer to these as "Independent Exits" leading to the outside.

Many entrances can be designed into a building but the important ones are the required exits. Not all entrances are required exits.

This change would also require the naming of the definition for "independent Entrance to " Independent Exit."

Floor Area Net Floor area of the 'lowest storey' should be changed to 'first storey.' This will match the previous definition used.

Garage Private Including a carport? As there are separate definitions for Garage and Carport and I believe the general provisions vary in some requirements Carport should not be included in the definition of Garage.

Grade (at) or at Ground Level Very confusing definition. Can this be trimmed down to:

"A deck like detached accessory structure that is 0.6 , or 2 ft or less above the established finished grade."

Occupancy Remove reference to "Planning Act' replace with "Ontario Building Code Act."

Section 4 General Provisions: Section 4.1 Accessory Buildings Table 7 Carport or Garage-Private column 2 the last bullet point discusses common party wall of a garage located on a side property line and 2 car bay minimum.

Should we stipulate 1 bay on each side of the property line for a semi-detached garage.

4.1.2.g) Reference to "Additional Dwelling Unit" missed in change to "Additional Residential Unit."

4.10 a) "All provision of this by-law related to each use". Should read "Most stringent provisions...."

4.13.3. "Land subject to a Subdivision Agreement or Access Agreement." Should we add "Pre-Servicing Agreement" to this provision.

4.21.c) Add "Act" to the "Ontario Building."

4.29.1.b) The reference to "Section 5" should read "Section 8." of the OBC.

4.35.g) List of prohibited uses may want to include "coffee roasters."

4.41.a) Storage Containers...Suggest changing "Shall be permitted" to "may be permitted."

Shall seems conclusive as it is a permitted use. May indicates there are conditions subject to further municipal review.

Thank you for the opportunity to review and discuss the contents of the proposed Zoning By-law.

Should you have any question or require further clarification of my comments please contact me at your convenience.

Sincerely,

Steven Leroux

Chief Building Official

**PERTH**
HERITAGE + HEART



**The Corporation of the Town of Perth Comprehensive
Zoning By-Law No. 5276**

Passed by Town Council _____

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The Corporation of the Town of Perth By-By-law No. 5276
Being a By-law to regulate the use of land, buildings and structures within
the Town of Perth;

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WHEREAS authority is granted pursuant to Section 34 of the Planning Act, R.S.O. 1990, to Councils of Municipalities to enact by- laws regarding the use and the erection and use of buildings or structures within the municipality;

NOW THEREFORE the Council of the Corporation of the Town of Perth enacts as follows:

(Text of Zoning By-law)

Read a first and second time this ___ day of _____, 2026.

Read a third time and adopted this _____ day of _____, 2026.

Mayor

Clerk

Certified that the above is a true copy of By-law No. 5276 as enacted and passed by the Council of the Corporation of the Town of Perth on the ___ day of _____, **2026**.

Clerk

Section 1. Title & Conformity Requirements

1.1 Explanatory Note

This section establishes the authority of the By-law. As specified by the provisions below, all land uses, buildings and **structures** must comply with this Zoning By-law.

1.2 Title

This By-law shall be known as the Zoning By-law or By-law No.5276 of the Corporation of the Town of Perth.

1.3 Compliance

No land, **building** or **structure** shall be used and no building or **structure** shall be **erected** or enlarged, **altered** or placed for any purpose within the land area subject to this By-law, except as specifically, or by necessary implication, authorized by this By-law and in conformity with all the applicable provisions of this By-law.

1.4 Compliance of Severances – subdivision of land

Subject to the granting of such minor variances as may be approved, no existing lot shall be subdivided by severance or any other planning approval if the effect of such an approval is to cause the original, adjoining, remaining or new building, **structure**, lot or use of land to be in contravention of any provision of this By-law.

1.5 Application to Building

Where a use does not take place within a building, but a regulation in this By-law imposes a requirement premised on the use being in a building, the requirement applies, with necessary modifications, as though the actual area or space occupied by the use was in a building.

Section 2 - Administration

2.1 Explanatory Note

Section 2 identifies the administrative controls and requirements of the By-law. It names the By-law, states its relationship with other by-laws, defines the area to which the By-law applies, how it is to be enforced, etc. In essence, it identifies the legal parameters within which the By-law functions.

2.2 Applications and Plans

In addition to the requirements of the Town of Perth **Building By-law**, every application for a building permit shall be accompanied by information required to determine compliance with this By-law including where required, a site plan drawing. The regulations of this By-law must be met before a building permit is issued by the Municipality for the erection of any building or **structure**.

Explanatory Note for Site Plan Drawings

A site plan drawn to scale should be prepared which illustrates:

- The true dimensions of the lot to be built upon,
- The proposed location, **height** and dimensions of any proposed building or **structure**,
- The setbacks of all **existing** and proposed buildings or **structures** from the nearest **lot lines**; the location and number and dimensions of **parking spaces** (conventional, cycling and barrier-free), parking aisles, **driveway** access, **parking areas**, **loading spaces** and daylighting triangles,
- The location of utility **easements**, fire hydrants and sidewalks,
- Landscaping details, lot grading and on-site storm water features
- Natural features such as wetlands, water bodies and flood prone areas

2.3 Defined Area

The provisions of this By-law shall apply to all lands within the municipal boundaries of the Corporation of the Town of Perth.

2.4 Enforcement

This By-law shall be administered by the Director of Development Services or a **By-law Enforcement Officer** working under the supervision of said Director or such other **person** as may from time to time be designated by **Council**, and no permit for the use of land or for the **erection** or use of any building or **structure** or approval of an application for any municipal license within the jurisdiction the **Council** shall be issued or given where the proposed building, **structure** or use would be a violation of any provision of this By-law.

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2.5 Inspection of Land, Buildings and Structures

- a) Subject to Section 49 of the *Planning Act*, 1990, the **Chief Building Official** or other such **person** as may from time-to-time be designated by **Council** or any **person** acting under his or her instructions, and upon producing proper identification, may, at all reasonable times, enter and inspect any property on or in respect of which he or she believes a contravention is occurring.
- b) Notwithstanding any provisions of 2.4 Enforcement to the contrary, no officer or any **person** acting under an officer's instruction, shall enter any room or place actually being used as a **dwelling unit** without obtaining the consent of the occupier, first having informed the occupier that the right of entry may be refused, except under the authority of a search warrant issued under the *Provincial Offences Act*.

2.6 Penalty

- a) Every person who contravenes this by-law, passed under Section 34 of the *Planning Act* and, if the person is a corporation, every director or officer of the corporation who knowingly concurs in the contravention, is guilty of an offence and on conviction is liable,
 - i) on a first conviction to a fine of not more than \$25,000; and
 - ii) on a subsequent conviction to a fine of not more than \$10,000 for each day or part thereof upon which the contravention has continued after the day on which the person was first convicted.
- b) Where a corporation is convicted under subsection (1), the maximum penalty that may be imposed is,
 - i) on a first conviction a fine of not more than \$50,000; and
 - ii) on a subsequent conviction a fine of not more than \$25,000 for each day or part thereof upon which the contravention has continued after the day on which the corporation was first convicted,
- c) Where a conviction is entered under the above subsection (2.6.1 or 2.6.2), in addition to any other remedy or any penalty provided by law, the court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.

2.7 Remedies

- a) Any such fine levied under this section shall be recoverable pursuant to the provisions of the *Provincial Offences Act*.
- b) In case any building or structure is, or is proposed to be, erected, altered, or reconstructed in contravention of any requirement of this By-law, or any building or structure is, or is proposed to be, used in contravention of any

requirement of this By-law, such contravention may be restrained by action at the insistence of any ratepayer or by the Corporation, pursuant to the provisions of the *Municipal Act*.

- c) Where a person guilty of an offence under this By-law has been ordered to remedy a violation and has failed to comply, such remedy shall be done by the Township at the expense of the owner.
- d) Where a person has refused or failed to reimburse the Township for the cost of such remedy, same may be recovered by the Township by court action or other means available to it, and such amount may be added to the collector's roll and form a lien in a like manner as municipal taxes, pursuant to the *Municipal Act*.
- e) Where any by-law of the Township, passed under the authority of the *Planning Act* is contravened and a conviction entered, in addition to any other remedy and/or penalty imposed by the By-Law, the Court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person or persons convicted.

2.8 Repeal and relationship to Former By-laws

Insofar as it applies to the lands affected by this By-law, any By-laws passed under Section 34 of the *Planning Act, 1990*, or its predecessor, are hereby repealed.

The adoption of this By-law shall not prevent any pending or future prosecution of, or action to abate any existing violation of the said By-laws if the violation is also a violation of any of the provisions of this By-law.

2.9 Validity

Should any Section or part of a Section of this By-law or a Schedule hereto be declared by a court of competent jurisdiction to be invalid, the same shall not affect the provisions of this By-law as a whole or any part thereof other than the part declared to be invalid.

2.10 Other By-laws, Licenses, Permits and Regulations

Nothing in this By-law shall exempt any *person* from complying with the requirements of any other By-law in force within the, Town of Perth or from applying for and obtaining any permit, license, permission, authority or approval required by this or any other By-law or regulation of the *Corporation* or by any regulation or requirement of the Province of Ontario or the Government of Canada.

2.11 Conflict

In the event of conflict between this By-law and amendments thereto, and any general or special By-law, the most restrictive By-law shall prevail.

2.12 Metric and Imperial Terms

The imperial measurements contained in this By-law are included for convenience and do not form part of the By-law. The metric measurements contained in this By-law are the only measurements to be used in determining compliance with the By-law.

2.13 Level of Accuracy

All calculations of the requirements and measurements of this By-law or to determine compliance with the By-law shall be to one decimal place, and in all cases, rounding shall be up to the next single decimal place; e.g. 5.33 and 5.38 shall both be rounded to 5.4. Notwithstanding the preceding, parking and loading standards shall be rounded up to the whole number for determining spaces.

2.14 Resolution of Requirements

In the event of any conflict between two or more requirements or standards establish in this By-law, the more restrictive regulation(s) shall apply.

2.15 Diagrams and Figures

This By-law contains a number of diagrams and figures which are intended to assist with the interpretation of the By-law; however, they do not form part of this By-law unless otherwise stated and, in the event of a potential conflict with the text of the By-law the text shall prevail.

2.16 Reference to Legislation

Where this Zoning By-law makes reference to legislation, then the references shall be deemed to mean the statute currently in force and any amendments thereto or replacements thereof and all applicable regulations thereunder.

2.17 Technical Revisions to the Zoning By-law

Revisions may be made to this by-law without the need for a zoning by-law amendment in the following cases:

- a) Correction of grammar, spelling or typographical errors or revisions to format in a manner that does not change the intent of the By-law.

- b) Adding or revising technical information on the zoning maps or schedules that does not affect the zoning of lands including, but not limited to, matters such as updated and correcting infrastructure information, keys, legends or title blocks
- c) Changes to appendices, headings indices, marginal notes, table of contents, illustrations, historical or reference information, page numbering, footers or headers, which do not form part of this By-law and are editorially inserted for convenience or reference only.
- d) Correction of metric to imperial measurement conversion where the imperial is not an accurate representation of the metric requirement.

2.18 Interpretation

- a) **The Legislation Act:** The *Legislation Act*, S.O. 1990 c. 21, Schedule. F and any amendments to or superseding legislation applies to this By-law, particularly but not exclusively, for the purposes of interpretation and application of timelines, reference Sections 87, 88 and 89.
- b) **Definitions:** Definitions are given in this By-law to aid in the understanding and implementation of the true spirit, intent and meaning of the By-law. They are not to be used to avoid an obligation imposed by the By-law or any requirement enacted in a substantive provision of the By-law.
- c) **Citation:** This By-law may be cited by its long title ("A By-law to Regulate the Use of Land, Buildings and Structures within the Town of Perth"), its short title ("Town of Perth Zoning By-law") or its by-law number, and any such citation is to be taken as meaning the By-law as amended.
- d) **Gender Neutrality:** This By-law is gender neutral and, accordingly, any reference to one gender includes the other.

2.19 Defined Terms

Defined terms will be shown in ***bold italicized script*** throughout this By-law most permitted uses are defined terms and generally will not be bolded in the permitted use section of a zone category. For the purpose of this By-law, the definitions and interpretations given in this Section shall govern. In this By-law, the word "shall" is mandatory and not directory; words in the singular include the plural, words in the plural include the singular; the word "used" includes "arranged", "designed" or "intended to be used". The word "occupied" shall include "designed to be occupied" and "arranged to be occupied".

Section 3. Definitions

Access:

Shall mean a way or means or approach to provide vehicular or pedestrian physical entrance to a **lot** or property.

Accessory:

When used to describe a **use, building** or **structure**, shall mean a **use, building, or structure** naturally or normally incidental, subordinate and exclusively devoted to a main use, **building or structure** and located on the same **lot** therewith.

Accessory Commercial Use or Service Outlet

Means a retail use that is accessory and incidental to a permitted non-residential use and does not occupy more than 25 percent of the gross floor area of the buildings or structures.

Accommodation Room (See *Guest Room*)

Addition

Shall mean any **construction** which increases the size of a building such as a **porch, attached** garage, carport, or a new room.

Additional Residential Unit:

Shall mean an accessory use to the principal dwelling on the property, consisting of a self-contained residential unit with sleeping, kitchen, and bathroom facilities, within a principal single detached, semi-detached, or townhouse dwelling or within an accessory structure to a single detached, semi-detached or townhouse dwelling, but shall not include a boarding house, group home, lodging establishment, hotel, motel, rental cabin or similar commercial use, as defined herein.

Adult Care Centre

Shall mean a **premises** used to deliver a daily program of structured and supervised care, services, and activities for seniors or persons with disabilities.

Adult Entertainment Use

Shall mean any **premises** or part thereof in which is provided, in pursuance of a trade, calling, business or occupation, retail sale of goods or services or entertainment, including video and digital materials, appealing to or designed to primarily appeal to erotic or sexual appetites or inclinations. Adult Entertainment Use also includes an Adult Entertainment Parlour, an Adult Specialty Shop and a principal use Body Rub Parlour.

Adverse Effect

Shall mean one or more of:

- a) impairment of the quality of the natural environment for any use that can be made of it;

- b) injury or damage to property or plant or animal life;
- c) harm or material discomfort to any person;
- d) an adverse effect on the health of any person;
- e) impairment of the safety of any person;
- f) rendering any property or plant or animal life unfit for human use;
- g) loss of enjoyment of normal use of property; and
- h) interference with normal conduct of business

Affordable Ownership Housing

Shall mean the least expensive of:

- a) Housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low- and moderate-income households; or
- b) Housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the Town.

Affordable Rental Housing

Shall mean the least expensive of:

- a) a unit for which the rent does not exceed 30 percent of gross annual household income for low- and moderate-income households; or,
- b) a unit for which the rent is at or below the average market rent of a unit in the regional market area.

Agricultural Products Processing Facility

Shall mean an establishment engaged in the storage, grading, processing and wholesale distribution of agricultural products such as meat, fish, poultry, eggs and **dairy**, vegetable, fruit, honey, wool, fur, lumber or wood products. This definition shall not include a **Cannabis Processing** facility, as defined herein.

Agricultural Use

Shall mean the use of land, buildings or **structures** for:

- a) Growing crops, outdoor and/or indoor growing of crops including **Cannabis**, as well as all related activities such as fertilizing, planting, spraying, irrigating, harvesting and the storage and sale of crops produced;
- b) Raising, breeding, boarding, training, keeping and/or sale of livestock, including the raising and sale of fish;
- c) Collection, production, storage and sale of animal products such as milk, eggs, wool, fur or honey;
- d) **Greenhouse** or nursery garden, including storage and sale of products produced;
- e) Planting, harvesting and sale of forest products, including maple syrup;
- f) Use and storage of all equipment related to the foregoing activities.
- g) Agricultural use shall not include commercial or industrial activities such as abattoirs, tanneries, kennels or manufacturing activities involving crops, animal products, lumber or wood products. This definition shall not include a **Cannabis Processing** facility, as defined herein.

Air Treatment Control

Shall mean when used in reference to a **Cannabis Processing** facility as herein defined, shall mean an industrial grade air filtration system designed by a qualified person, used to reduce and/or treat the emission of pollen, dust and/or odours expelled from a facility.

Aisle

Shall mean the traveled way by which **motor vehicles** enters and depart **parking spaces** or **loading spaces** but does not include a **driveway** or **lane** as otherwise defined herein.

Alter, Alteration

When used in reference to a **building, structure** or part thereof, shall mean:

- a) to change any one or more of the internal or external dimensions of such **building** or **structure**; or
- b) to change the type of **construction** of the exterior walls or roof of such **building** or **structures**; or
- c) To change the use of such **building** or **structure** or the number or types of uses or **dwelling units** contained therein.

When used in reference to a lot shall mean:

- d) to change the boundary of such **lot** with respect to a **street** or **lane**, whether such **alteration** is made by conveyance or alienation of any portion of the lot, or otherwise; or
- e) to change any dimension or area, relating to such **lot** (e.g. *width, depth or area of a lot or required yard, landscaped open space or parking area*); or
- f) to change the use of such **lot** or the number of uses located thereon.

When used in reference to a shoreline shall mean:

- g) to change, straighten, divert or interfere in any way with the channel of any **water body**.

Altered and alteration shall have corresponding meanings.

Alternative Energy System

Shall mean a system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional fossil fuel burning systems.

Ambulance Facility

Shall mean a **building** or part thereof where professional paramedics and personnel are stationed, and their **motor vehicles** and equipment are kept or stored.

Amenity Space

Shall mean a space within a **building** or outside of a **building** which provides an active and/or passive recreation area for the exclusive use of the occupant of the **dwelling unit** for which it is intended to apply.

Amusement Machine

Shall mean a mechanical or electronic machine or device intended for use as a game, entertainment or amusement offered for use to the public for profit or gain, and shall include, but not be limited to, a **pinball machine**, video game, shooting gallery, video pokers, video lottery terminals or any slot machine that dispenses any form of prize.

Angle To the Street

Means the angle created between a **street-line** and the projection of a line parallel to the plane of a **building** wall or, in the case of a garage, the plane of a vehicle entrance, said line drawn with the intersection located at the point where a line from the closest part of the **building** or entrance drawn perpendicular to the street meets the **street line**.

Animal Day Care Establishment

Shall mean a commercial enterprise providing a day care service for **domestic pets** but shall not involve overnight accommodation and excludes an **animal shelter** or commercial or private kennel and may only operate in zones where the use is specifically permitted.

Animal Hospital

Shall mean a **building, structure** or establishment used as the **premises** of a veterinarian or veterinary surgeon where animals, birds or other livestock are examined, or treated and which may be kept on a short-term basis but does not include a commercial or private kennel or research facility.

Animal Shelter

Shall mean a **building** occupied by a non-profit or charitable animal care establishment or a publicly funded animal control service, for the purpose of providing temporary emergency shelter to abandoned, rescued, or impounded domestic, animals, other than farm livestock, but does not include a kennel, **animal day care establishment, animal hospital** or animal research facility.

Apartment Building See **Dwelling - Apartment**

Arcade or Video Arcade

Shall mean an establishment or any portion of an establishment, where more than three **amusement machines** are available for **public use** and are operated for commercial gain, but does not include **premises** licensed to serve alcohol, a seasonal agricultural fair, an amusement park or the **premises** of a non-profit organization, association, institution, or **private club** which is operated for social, educational, recreational, religious or fraternal purposes.

Artist Studio

Shall mean the workplace of an artist or craftsman, including a painter, a sculptor, a photographer, or where goods including jewellery or fine art, such as paintings or sculptures, pottery, leather works and woodworking are produced in small quantities and may be

provided for sale.

Assembly Hall See *Place of Assembly*

Assumed

With respect to a *public road* shall mean: an open public road constructed for *vehicle* use and adopted for year-round maintenance under a By-law passed by the Town of Perth after 1976 or maintained on a year-round basis by the Town of Perth prior to and continuously since 1976.

Attached

Shall mean a *building* or *structure* otherwise complete in itself, which is connected to, and which depends for structural support upon a division wall or walls shared in common with an adjacent *building* or *buildings*.

Attic

Shall mean that portion of a *building* immediately below the roof and wholly or partly within the roof framing.

Auction Hall or Site

Shall mean any *premises* used for the storage of goods or materials which are to be sold on the *premises* by public auction, and for the sale of the said goods and materials by public auction.

Audio/Visual Studio

Shall mean a *premises*, wherein audio or visual materials are recorded, produced, edited, or broadcast and, without limiting the generality of the foregoing, includes: broadcasting stations for radio, television, or webcast/internet productions, and television studios, sound and audio recording studios, motion picture studios, and digital media production studios.

Auditorium See *Place of Assembly*

Auto Body Shop

Shall mean a *premises* with a service bay or paint booth, where painting, refinishing, restoration, *alterations*, or repairs of a cosmetic or structural nature are made to *motor vehicle* bodies and/or frames but does not include an *auto service station*, an *auto repair garage* or salvage yard. (See *Wrecking Yard*)

Auto Repair Garage

Shall mean a *premises* for the repair and servicing of *motor* or *recreational vehicles*, and the temporary storage of vehicles pending repair, having at least one (1) service bay where repairs essential to the actual operation of a motor vehicle are performed but does not include an *auto body shop* or a *wrecking yard*.

Automotive Sales Establishment

Shall mean a *premises* used principally for the display, storage and sales or leasing, or

renting of new and/or used *motor vehicles* and related products, which shall include an **administrative office** and may include: customer service areas, indoor vehicle display space, vehicle washing and detailing bays, and **accessory uses** such as an **auto repair garage** and/or **auto body shop** but does not include the sales, leasing or servicing of **recreational vehicles**.

Auto Service Station

Shall mean a **premises** for the sale of fuel, lubricants and accessories for *motor vehicles* or **recreational vehicles** to the consumer and having at least one (1) service bay where repairs essential to the actual operation of *motor vehicles* may be performed. **accessory uses** may include rest rooms, the incidental sale of packaged foods, beverages and convenience goods and the limited sale of *motor vehicles*. (See also **Gas Bar, Card Lock Facility**)

Automobile Washing Establishment

Shall mean a commercial **premises** used for the washing, detailing or cleaning of *motor vehicles*. An **automobile washing establishment** may be an **accessory use** to a permitted automotive use. This definition shall also include a self-service **car wash**.

Automobile Wrecking Yard See **Wrecking Yard**

Bachelor Apartment or Suite

Shall mean a **dwelling unit**, consisting of a bed-sitting room combination, a kitchen or kitchenette, a bathroom, and spaces normally accessory thereto. A kitchen may be exempted in an **apartment dwelling** or **boarding house** where meals are provided in a central location to serve suites.

Bakery

Shall mean a factory for producing, packaging, mixing, compounding or baking of bread, biscuits, ice cream cones, cakes, cookies, pies, buns, or any other baked or cooked product, of which flour or meal is the principal ingredient. It may include an accessory area for the display and sale of goods produced or used on site but does not include any form of **restaurant** or other uses defined herein.

Bake Shop

Shall mean a shop where baked food products and associated goods are sold or offered for sale by retail, including incidental baking of products for sale, and may include accessory space for consumption of the goods retailed but does not include any form of **restaurant** as defined herein.

Balcony

Shall mean an elevated outdoor platform located more than one (1) metre above the **finished grade** that projects from the face of a **building's** wall, being cantilevered or supported by columns or brackets, and surrounded by a balustrade or railing.

Bank

Shall mean a chartered bank, finance company office, co-op, trust company, loan company or

similar establishment.

Barrier Free

Shall mean **buildings, structures**, or facilities, which are designed to be approached, entered, and/or used by persons with physical or sensory disabilities.

Basement

Shall mean one storey of a **building** below the first storey.

Bed and Breakfast Establishment

Shall mean an **accessory use** to a private **Single-detached** in which **guest rooms** are provided for temporary accommodation and a breakfast service is offered on a daily basis for the traveling or vacationing public for a fee or gain.

Bicycle Parking Area

Shall mean a designated area for the exclusive parking of bicycles equipped with a **bike rack or racking system**.

Bicycle Parking Space Rack or Racking system

Shall mean any **structure**, or series of **structures**, that is designed for the parking and/or securing of bicycles in a standing/vertical position and which enables the securing of a parked bicycle with an anti-theft device and includes the ancillary space or area abutting the **structure** that is occupied by a stored bicycle.

Bingo Hall

Shall mean **premises** used for bingo events and associated activities and is duly registered under the *Gaming Control Act* and may include a licensed **restaurant** or **Café or Snack Bar** as an **accessory use**.

Block

When used in reference to, or in the context of, a street shall mean the land extending from one intersection to the next intersection on the same side of the street or to the terminus of a street; and when used in reference to, or in the context of, a parcel of land shall mean a block described in a **registered plan** of subdivision or a comparable plan.

Boarding House (see also Rooming House)

Shall mean a **dwelling** within which a resident supplies rooms without food preparation facilities for a fee, generally charged on a weekly or monthly basis, for the temporary lodging of up to six (6) persons and may provide meals or a common dining facility but this use does not include a **bed and breakfast establishment, a hotel, a hostel**, or other uses otherwise classified or defined in this by-law.

Breeze way

Shall mean a roofed open passage connecting two or more **buildings**.

Brewery, Distillery or Winery

Shall mean a **building used** primarily for the manufacturing, processing and distribution of beer, cider, wine or alcoholic products and may include an accessory retail outlet. A bar, pub or brewpub shall not be considered a *microbrewery*.

Buffer Strip or Area – Visual Buffer or Screen

Shall mean a landscaped or planted area reserved for the purpose of screening or obstructing the view of **buildings**, land or **structure, parking areas** and **outdoor storage areas** and/or shielding or blocking noise, lights or other nuisances by the planting of trees and shrubs or the installation of berms, walls, or fences or a combination thereof.

Building

Shall mean any **structure** consisting of wall(s) and roof(s) and/or floor(s), or a structural system serving the same purpose, and *used* or intended for sheltering any **use** or occupancy.

Building, Accessory See *Additional Dwelling Unit*

Building By-law

Shall mean the Building By-law of the municipality as enacted under the *Building Code Act*.

Building Envelope

Shall mean the buildable area on a **lot**, defined by all of the required *yards* and setbacks and the maximum **height** provisions, within which a **building** can be **erected**.

Building Height See *Height*

Building Inspector or Building Official See *Chief Building Official*

Building Line

Shall mean a line within a **lot** drawn parallel or concentric to a **lot line** establishing the minimum distance between that **lot line** and any portion of a **building** or **structure** which may be **erected**.

Building Line, Front

Shall mean the **building line** as measured from or determined by, the **building**, occupied by or intended for, a permitted *principal use*, or a permitted, conforming **accessory building**, which is closest to the **front lot line**.

Building, Main or Principal

Shall mean a **building** in which is conducted the *principal uses* of the **lot** on which the **building** is situated. (Note: that on commercial, industrial and some multi-residential properties there may be more than one **main building**)

Building, or Development, Mixed-Use

Shall mean a **building** or development site occupied by, or intended for, more than one type of land *use* (e.g. retail commercial and residential, **office** and residential, industrial and retail)

that is designed and **constructed** as a single contiguous **building** or site.

Building Permit

Shall mean a permit issued by the Chief Building Official or designate of the Corporation under the Building By-law and the *Building Code Act*.

Building Separation

Shall mean the least horizontal distance permitted between the nearest portions of the walls of any **buildings** on a *lot*.

Building Setback See **Setback**

Building Supply Store or Depot

Shall mean a **building** where building supplies such as lumber, millwork, siding, roofing, plumbing, electrical, heating, hardware, air conditioning, home improvement and similar goods are stored, displayed, or kept for retail or wholesale sale and may include a **bulk storage yard**. This definition shall not include a **wrecking yard**.

Bulk Fuel Depot

Shall mean a **premises** used for the storage, distribution of fuels and oils but not including retail sales or key lock operations.

Bulk Fuel Storage

Shall mean any **premises** engaged in the bulk fuel storage and distribution of petroleum, fuel oil, gas or other similar inflammable products in fuel storage tanks. The storage of such products shall be limited to an above ground storage tank system, as defined by the Environmental Code of Practice for Aboveground Storage Tank Systems Containing Petroleum Products, of the Canadian Council of Ministries of the Environment, 1994.

Bulk Storage Yard

Shall mean a **premises or accessory use area** used for the storage in the open or partially sheltered, of goods and materials and without limiting the foregoing shall include lumber, building supplies, construction equipment, but shall not include a **wrecking yard**.

By-law Enforcement Officer

Shall mean one or more: officers, employees, or hired agents, of the **Corporation** charged with the duty of administering and enforcing the provisions of one or more municipal by-laws.

Café or Snack Bar

Shall mean a **premises** or an **accessory use** to another **permitted use** where food and / or beverages are prepared for sale to the public, which generally provides either a convenience food menu or a limited specialty menu and is intended to serve the clients of a principal use or the immediate community. When operated as a principal or non- **accessory use** a **café or snack bar** shall be considered a **take-out restaurant** under this by-law.

Campground

Shall mean any parcel of land which is used to provide temporary accommodation for the public or members of an organization in tents, trailers, tourist trailers or recreational vehicles.

Cannabis

Shall mean a genus of flowering plants in the family Cannabaceae. Synonyms include but are not limited to marijuana, and marihuana. This definition does not include the industrial or agricultural production of hemp (a source of foodstuffs (hemp milk, hemp seed, hemp oil), fiber and biofuels).

Cannabis Processing Facility

Shall mean any **building** or **structure** licensed by a federal agency which is authorized to process, store and ship **Cannabis** and **Cannabis** products and may include growing and cultivation of **Cannabis**.

Cannabis Retail Store or Dispensary

Shall mean the use of land, **building**, **structure** or any part thereof used for the retail sale of **Cannabis** or any product or substance produced in whole or in part from **Cannabis**, and shall be deemed to include a licensed Ontario Cannabis Retailer under the Ontario Cannabis Retail Corporation Act, 2017.

Canopy

Shall mean a roof-like **structure** projecting from the exterior face of a **building** or is a stand-alone **structure** over a pump island or *gas bar*.

Carport

Shall mean an attached or detached structure which is accessory to a dwelling, and which is covered but open on at least ~~two sides~~60% of exterior walls and used for the sheltering of permitted vehicles and storage of household equipment incidental to the residential occupancy.

Car Rental Agency

Shall mean **premises** where *motor vehicles* are kept for lease and where such vehicles may be dropped off or picked up.

Car Wash See **Automobile Washing Establishment**

Card Lock Facility

Shall mean one or more pump islands designed for the retail sale of gasoline or diesel fuel using pumps which are operated automatically by credit or debit cards. (See also **Auto Service Station**)

Casino

Shall mean any place governed by the *Gaming Control Act* where games such as blackjack, roulette, and approved forms of wheel of fortune, video lottery terminals, slot machines, **amusement machines** are played by the public and supervised by an organization licensed

to carry out such a function by the gaming commission and in which **accessory uses** may include an eating establishment, parking lot and similar support facilities.

Catering Establishment

Shall mean a commercial establishment in which food and beverages are prepared for consumption off the **premises** and are not served to customers on the **premises**.

Cellar

Shall mean that portion of a building between two floor levels, which is partly underground and which has ~~more than one half of its height from finished floor to finished ceiling below its ceiling less than 1.8 m above average~~ finished grade.

Cemetery

Shall mean a cemetery within the meaning and as regulated by the *Funeral, Burial and Cremation Services Act, 2002* and includes a mausoleum, columbarium or other **Building** or **structure** intended for the interment of human remains.

Cemetery, Pet

Shall mean a use of land for the interment of the remains of **domestic pets**.

Child Care Centre

Shall mean a premises operated by a person licensed under the Child Care and Early Services Act to operate a childcare centre at the premises.

Chief Building Official

Shall mean an officer, employee, or hired agent of the **Corporation** charged with the duty of enforcing the provisions of the *Building Code Act*.

Church See **Place of Worship**

Clinic

Shall mean a **building** or part of a **building** used solely for the purpose of consultations, diagnosis and treatment of patients, by legally qualified medical health practitioners (*e.g. physicians, dentists, optometrists, chiropodists, chiropractors, drugless practitioners, and physiotherapists*) together with their qualified assistants and without limiting the generality of the foregoing, the **building** may include **administrative offices**, waiting rooms, laboratories, pharmacies or dispensaries directly associated with the clinic, but shall not include overnight accommodation for in-patient care or operating rooms for major surgery.

Club, Private

Shall mean a meeting place normally restricted to persons who are bona fide members and who meet to participate in a specific activity.

Commercial

Shall mean the use of land, buildings, or structures for the purpose of buying and selling commodities and supplying services as distinguished from such uses as the manufacturing or

assembling of goods, warehousing, transport terminals, construction, and other similar uses.

Commercial Greenhouse, Nursery or Garden Centre

Shall mean a **building** and/or outdoor area primarily used for the growing of flowers, sod, vegetables, shrubs or bushes, trees, landscaping or orchard stock and similar vegetation for wholesale or retail sale on or off the **premises** and may include the incidental sale of gardening supplies, planting materials fertilizers and equipment but excludes medical crop production such as production of medical marijuana or **Cannabis**.

Commercial Parking Lot

Shall mean a **premises** the principal use of which is for the temporary parking of two or more **motor vehicles** for a fee and includes a **parking area** accessory to one or more commercial **premises**.

Commercial Vehicle See **Motor Vehicle, Commercial**

Common Hallway

Shall mean a hallway, accessed by two or more ~~independent entrances~~**independent exist**, which provides shared **access** to the exterior ~~entrance~~**exit** of a **building** occupied by two or more **dwelling units** or **premises**.

Communications Facility

Shall mean an installation which transmits, receives and/or relays communications such as a microwave relay tower, telephone or telegraph line, cellular telephone tower, radio or television broadcast tower or similar facility.

Community Centre See **Place of Assembly**

Community Garden

Shall mean a site administered by community members and/or a community or non-profit organization where lands are partitioned into individual or shared plots **used** by members of the community for the growing of produce, flowers and decorative plants for personal use or non-profit purposes.

Condominium

Shall mean a **building** or part thereof which is held in separate private ownership and to which or in which common elements are owned by the tenants in common (e.g. recreation facilities, open space, outdoor areas etc.) and which is administered and maintained by a corporation pursuant to the provisions of the *Condominium Act*. Such use may be for a residential, commercial or **Industrial Use**.

Conservation Use

Shall mean the **use** of lands which are intended to remain open in character with the priority use given to preservation of their ecological uniqueness, wildlife populations or other **natural heritage features** and may include non-commercial, low impact, recreational uses.

Construct

Shall mean to do anything in the erection, installation, extension or alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere.

Construction Yard or Contractor's Yard

Shall mean the yard of a building contractor or company used as a depot for the storage and maintenance of equipment used by the contractor or company, and may include facilities for the administration or management of the business and the stockpiling or storage of supplies used in the business, but does not include the crushing of virgin or recyclable aggregates or materials and the wholesale or retail sale of building supplies or home improvement supplies.

Continuum-of-Care Facility

Shall mean a **building** or a group of **buildings** which may include a senior citizens **apartment building, home for the aged, nursing home, or a long-term care facility**, a retirement home and accessory facilities, including but not limited to, **clinics**, recreation centers, cafeterias and **personal service establishments**, and may also include independent senior's accommodation in separate **structures**/living units that share in services such as meals. This definition does not include a **group home**, or **boarding house**.

Convenience Store or Confectionary Store

Shall mean a **retail store** used primarily for the sale of grocery and confectionary items and incidentally for the sale of such other merchandise or sundries providing for the day-to-day household needs of the surrounding community and may include a video rental outlet.

Convert

Shall mean to change the use of an existing lot or building, or a part thereof, to another use.

Converted Dwelling See **Dwelling, Converted**

Convention Facility See **Place of Assembly**

Corporation

Shall mean the Corporation of the Town of Perth except where reference is made in this by-law to a private corporation, in which case the definition shall mean a body corporate with share capital to which the *Business Corporations Act* applies.

Correction Home See **Group Home Type B**

Cottage Industry See **Home Based Business**

Council

Shall mean the Council of the **Corporation** of the Town of Perth.

County

Shall mean the Corporation of the County of Lanark.

County Road

Shall mean a street or highway under the jurisdiction of the County of Lanark.

Crawl Space

Shall mean a level or portion of a **building** below the *first storey* that has a floor to ceiling **height** of less than 1.8 m (also see basement and cellar)

Crisis Care Facility

Shall mean a residential facility that is licensed and funded by the Province of Ontario, Government of Canada or an appointed agency, for the short term, temporary care of persons requiring immediate emergency shelter and aid who are living under supervision in a single housekeeping unit and who by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their wellbeing.

Custom Workshop

Shall mean a **premises** used by a trade or crafts person or artisans for the individual custom production of goods and articles. The sale of such products will be *permitted* as an **accessory use**. Except in zones where specifically permitted, this use does not include any automotive or motor vehicle repair, maintenance, painting, or customizing service.

Dairy

Shall mean a **building** used for the processing, production, storage and sale of dairy products and may include a **restaurant**.

Day Lighting Triangle See **Sight Triangle**

Day Care, Licenced

Shall mean a day care facility licensed under the *Child Care and Early Years Act* and which provides care for six or more children.

Day Care, Private Home

Shall mean the *use* of a **dwelling unit** for the temporary care of up to five children on a commercial or non-profit basis.

Deck

Shall mean a **structure Erect or Constructed** above grade that is cantilevered from, a *dwelling* or **building**, or is **Erect or Constructed** on piers or a foundation and immediately abuts or is directly accessed from a *dwelling* or **building** and has no roof or walls except for visual partitions and railings and is *used* as an outdoor living area.

Demolished

Shall mean with respect to a **building** or **structure**, the complete deconstruction or removal of the roof together with any two exterior walls; or, where the entire roof is not removed or there is no roof on a **structure**, the complete deconstruction of more than 50% of the *Floor Area, Gross* of a **building** or 50% of an **existing structure** exclusive of a **basement** or **crawl space**.

Demolition

Shall mean the doing of anything in the removal of a **building or structure** or any material part thereof.

Density

Shall mean the ratio of number of **dwelling units** to one net hectare of land.

Detached

When used in reference to a **building or structure**, shall mean a **building or structure** which is not structurally dependent on, nor adjoins on any side, any other **building** and is separated from a **main building** by a minimum of 0.5 m.

Development

Shall mean the creation of a new **lot**, a change of land **use**, or the **construction of buildings and structures** requiring approval under the **Planning Act** and shall be taken to include **redevelopment**, but does not include activities that create or maintain infrastructure authorized under an environmental assessment process, works subject to the **Drainage Act**, or underground or surface mining of minerals or advanced exploration on mining lands.

Dish Antenna See **Satellite Dish/Receiver**

Domestic Pet

Shall mean cats, dogs, caged birds, aquarium fish, non-poisonous, non-venomous and non-constricting arthropods, reptiles and amphibians, and small mammals including but not limited to rabbits, gerbils, hamsters, guinea pigs, fancy mice and fancy rats.

Drive-in Restaurant -see **Restaurant, Drive-in**

Drive-Through Service

Shall mean a portion of a **building** designed for the provision or dispensing products or services by an attendant, a window, or an automated machine, to persons remaining in **motor vehicles** that are in a designated **queuing space** and may be in combination with other land uses. Kiosks within a **parking structure** necessary for the operation of the parking facility or a **Commercial Parking Lot** are excluded.

Driveway

Shall mean a vehicular **access** connected to only one **public street** or thoroughfare, which provides ingress to and/or egress from a **lot**, but shall not include a **lane** or parking **aisle** as defined herein.

Driving Range

Shall mean a public or private area operated for the purpose of practicing, developing or teaching golfing techniques, and may include a **miniature golf course**. A range may be accessory to a **golf course** but does not include a **golf course**.

Dry Cleaning Distribution Station

Shall mean a **building** used for the purpose of receiving goods of fabric primarily for distribution to a **dry cleaning establishment**.

Dry Cleaning Establishment

Shall mean a **building** in which the business of dry cleaning, dry dyeing, cleaning spotting, stain removal, repair and/or pressing of articles and/or goods is carried on and may include a **dry cleaning distribution station**.

Duplex Building See **Dwelling, Duplex**

Dwelling

Shall mean a **building** or part of a **building** occupied or capable of being occupied as the home or residence, or sleeping place, by one or more persons, where food preparation and sanitary facilities are provided, but shall not include a **hotel** or **motel** or any tent, **recreational vehicle** or **park model trailer**.

Dwelling, Accessory Detached:

Shall mean a fully-**detached dwelling** which is accessory to a permitted non-residential use.

Dwelling - Apartment

Shall mean a **building** containing more than four (4) **dwelling units** other than a **dwelling, row house or townhouse** or stacked **dwelling, row house or townhouse**.

Dwelling - Converted

Shall mean: an **existing single-detached**, a **semi-detached dwelling**, or a **duplex dwelling**, which has or may be **altered** or converted to contain two (2) or more **dwelling units** but not more than four (4) **dwelling units**.

Dwelling, - Duplex

Shall mean a **building** that is divided horizontally into two (2) **dwelling units**, each of which has an ~~**independent entrance**~~**independent exit**.

Dwelling, - Fourplex or Quadruplex

Shall mean a **building** containing four (4) **dwelling units** each of which has an ~~**independent entrance**~~**exit** either directly from the outside or through a common vestibule.

Dwelling, - Group or Group Housing or Group Housing Project

Shall mean a combination of dwelling types (e.g. **semi-detached**, **triplex**, **row housing**, **apartments**) where there are two or more such **dwelling units** located on the same **lot**, which lot is retained under one ownership or registration and, where applicable, in compliance with the **Condominium Act**.

Dwelling, Modular

Shall mean a prefabricated **single-detached dwelling** containing one (1) **dwelling unit**, built in accordance with the **Building Code** (Note: a **prefabricated** or **manufactured home** shall

have the same meaning. Such dwelling types are distinguished from mobile homes which are built on a chassis and transported on their own wheels.)

Dwelling, Multiple

Shall mean a separate **building** designed exclusively to contain more than four (4) **dwelling units** each of which has an **independent-entrance-independent exit** either directly from the outside or through a common vestibule, or combination thereof.

Dwelling, Row house or Townhouse

Shall mean a **building** that is divided vertically into three (3) or more **dwelling units**, each of which has an **independent-entrance-independent exit** at grade.

Dwelling, Semi-detached

Shall mean a **building** on a single foundation that is divided vertically into two (2) separate **dwelling units** by a common wall.

Dwelling, Single-detached or detached

Shall mean a **detached building** containing one (1) **dwelling unit**, and shall include a modular dwelling.

Dwelling, Stacked Townhouse

Shall mean a residential **building**, four **storeys** or less in **height**, containing up to eight **dwelling units** where one upper storey unit is stacked above another **dwelling unit** (maximum of two units in a stack), and in which each **dwelling unit** has an **independent-entrance-independent exit** to the exterior with no shared internal corridors.

Dwelling, Triplex

Shall mean a **building** or **structure containing** three (3) separate **dwelling units**, each of which has an **independent-entrance-independent exit** either directly from the outside or through a common vestibule, or a combination thereof.

Dwelling Unit

Shall mean one or more **habitable room** or suites of two or more rooms, designed or intended for use by and occupied by one or more individuals as a household in which separate culinary and sanitary facilities are provided for the exclusive use of such household, and with an **independent-entrance-independent exit** from outside the **building** or from a **common hallway** or stairway inside the **building**.

Easement

Shall mean the legal right acquired by contract to pass over, along, upon or under the lands of another and includes an easement for a water, sewer, gas or hydro or communications utility, drainage works, a street, road or **access lane**.

Eave

Shall mean a roof overhang, free of enclosing walls, without supporting columns.

Entertainment Establishment

Shall mean a **building** or **premises** used for a motion picture or cinema or other theatre, **auditorium**, public hall, billiard or pool room, bowling alley, **arcade**, ice or roller skating rink, dance or music hall but does not include any facilities otherwise defined in this by-law, such as a **bingo hall**, **casino**, **arcade**, **amusement machine**, or **recreational commercial establishment**.

Equipment Rental Establishment

Shall mean a **premises** wherein the primary use is the rental of machinery, equipment, furniture and fixtures and other goods.

Erect

Shall mean to build, construct, reconstruct, **alter** or relocate, enlarge and without limiting the generality of the foregoing shall be taken to include any associated physical operation such as excavating, grading, piling, cribbing, filling or draining, structurally **altering** any **existing building or structure** by an addition, deletion, enlargement or extension or other structural change.

Established Building Line

Shall mean the average **setback** from the street-line to **existing buildings** (exclusive of **accessory buildings** and **structures** such as a **porch**, **veranda** or enclosed stairs) on one side of one **block** where more than one-half of the **frontage** of the same side of a **Block** has been built upon.

Established Grade

Shall mean:

- a) When used with reference to a **building**, the average elevation of the finished level of the ground adjoining a wall of the **building**, measured along the length of the wall, exclusive of any artificial embankments or berms or steps;
- b) When used with reference to a **structure**, the average elevation of the finished surface of the ground immediately surrounding such **structure**;
- c) When used with reference to a **street**, road or highway, the elevation of the street, road or highway established by the municipality or other designated **authority**.

Existing

Shall mean existing as of the date of the passing of this By-law.

Exterior Lighting

Shall mean any form of artificial illumination located outside of a **building** or **structure**.

Exterior Side Lot Line see **Lot Line, Exterior Side**

Exterior Side Yard see **Yard, Side Exterior**

Factory Outlet

Shall mean a **premise accessory** to a permitted **Industrial Use**, **warehouse** or commercial

use where products or goods that are manufactured, stored, packaged or produced on site by the principal industry, warehouse or commercial use are kept for wholesale or retail sale on the same *lot* as the *principal use*.

Fairgrounds

Shall mean land, **buildings** and **structures** used for agricultural and related exhibits, sports and competitive events, entertainment events, which are conducted on a seasonal or temporary basis and may include grandstands, barns and other **accessory buildings** and **structures** including: food concessions, a carnival or midway and camp sites normally associated with such a *use*; ancillary uses may include public or **private parks** and a **place of assembly**.

Farm Implement Sales and Service

Shall mean a building, structure or area where farm implements, equipment and farm supplies are kept for sale at retail and may include facilities for the servicing of such implements or equipment.

Farm Produce Stand

Shall mean a temporary, mobile display **structure** or *trailer*, occupied as an **accessory use** to a farm property, or commercial property or as an element in a *Farmers Market*, for the seasonal sale of locally grown produce, plants, and food products processed or packaged on a local farm.

Farmer's Market

Shall mean land, **buildings** and **structures** used for the sale of farm products, arts, crafts and other merchandise of a local farming, artisan or home-based-business community, usually operated on a seasonal or occasional basis and comprised of a collection of stalls or sites for individual retailers.

Fence

Shall mean a physical barrier or partition made of wood, metal or other substance that is constructed for such purposes as marking the boundary of a property, enclosing a property, providing privacy, preventing access by people or animals, or dividing a property into sections, and includes every door, gate, and other closure that forms part of a fence, and which may be regulated by the Corporation.

Fire Lane

Shall mean any private roadway, lane, ramp or other means of vehicular access to or egress from a building and it may include part of a parking lot set aside for use by authorized emergency vehicles.

Fitness Centre

Shall mean a **premises** in which facilities are provided for recreational or health related activities including but not limited to weight training and exercise classes and may include associated facilities and services such as a lounge, washrooms, showers, and saunas, a day spa, an **administrative office**, a **café or snack bar** and an **accessory retail outlet** for fitness-

related attire, equipment and dietary supplements.

Flea Market

Shall Mean:

- a) a **premises** where second hand goods, articles and antiques are offered or kept for sale at retail to the general public but shall not include any other retail establishment otherwise defined herein;
- b) an occasional or periodic market or sales event held in an open area, which may include a street, or within a **building or structure** where independent sellers offer goods, new and used, for sale to the public, but not including **private garage** sales;
- c) a **building** or open area in which stalls or sales areas are set aside and rented or otherwise provided, and which are intended for use by various unrelated individuals to sell articles that are either home grown, home made, handcrafted, old, obsolete, or antique and may include the selling of goods, food preserves or fresh produce or prepared foods at retail by businesses or individuals but does not include any form of **restaurant**.

Flood Line

Shall mean a line established by a one in one-hundred-year storm or by a regulation or **flood plain** mapping established by a Conservation Authority.

Flood Plain

Shall mean the area, usually lowlands, adjoining a watercourse which has been, or may be subject to **flooding hazards**.

Flood Proofing

Shall mean a combination of structural changes and/or adjustments incorporated into the basic design and/or **construction** or **alteration** of individual **buildings, structures** or properties subject to flooding so as to reduce or eliminate flood damages.

Flooding Hazards

Shall mean the inundation of areas adjacent to a **shoreline** or river or stream system and not ordinarily covered by water along river and stream systems, the flooding hazard is the greater of the flood resulting from the rainfall experienced during a major storm such as the Timmins Storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area; or the one hundred year flood; or a flood which is the greater of the above which was actually experienced in a particular watershed or portion thereof as a result of a local event and which has been approved as a standard for that specific area by the Conservation Authority and /or the Ministry of Natural Resources and Forestry.

Floor Area

Shall mean the area of the floor of a **storey** or **mezzanine floor** contained within a **building**, measured between the exterior faces of the exterior walls of the **building**, and, where there are no walls, the area of a floor within the outer perimeter of the floor, or the corresponding

surface enclosed or covered by a **structure**, or the extent of the area used.

Floor Area, Gross

Shall mean the total area of all the **floor areas** of all the **storeys** or **mezzanine levels** of a **building** including the finished **floor area** of any **basement**, but not of any **cellar**, and which **floor areas** are measured between the exterior faces of the **building** at each floor level but excluding **motor vehicle parking areas** within the **building**, any **private garage**, **porch**, **veranda**, sunroom.

Floor Area, Gross Leasable

Shall mean the total **gross floor area** of a **building** designated for commercial or tenant occupancy and exclusive use excluding:

- a) Any part of such **building** used as a **dwelling unit** by the owner, building manager, or custodian;
- b) Any part of such **building** used for the parking or storage of **motor vehicles** but inclusive of indoor **motor vehicle** retail display areas;
- c) Any part of such **building** used for service/mechanical rooms, garbage or recycling facilities, public washroom, elevators, equipment to heat or cool such **building** or a portion thereof; and
- d) Any part of such **building** used as a mall, if such mall serves as a common use area between the exclusively leased **premises**.

Floor Area, Ground

Shall mean the **floor area** of the ~~lowest-first~~ **storey** of a **building** approximately at or above the **established grade** level, excluding any **basement** or **cellar**, which area is measured between the exterior faces of the exterior walls at the floor level of such storey, but excludes car **parking areas** within the **building**; and for the purposes of this paragraph the walls of an inner court are and shall be deemed to be exterior walls.

Floor Area, Net

Shall mean the total **floor area** of usable or habitable space above or below **established grade**, measured from the exterior face of the exterior walls of the **building** but shall not include:

- a) any **private garage**, unenclosed **balcony**, **porch**, **veranda**, unfinished **basement**, **cellar** or **attic**;
- b) any part of a **building or structure** below grade which is used for building services, storage or laundry facilities; or
- c) any part of the **building or structure** used for the storage or parking of **motor vehicles** but will include an indoor **motor vehicle** display area; or
- d) any part of a commercial **shopping centre** used as a hallway, corridor passageway, utility room, public washroom, elevator shafts, service/mechanical rooms, garbage/recycling rooms, staff locker and lunchrooms, **balcony** or **mezzanine level** not otherwise used as a display or sale area for merchandise.

Food and Dairy Products Industry

Shall mean an establishment primarily engaged in the manufacturing or processing of meat

and poultry products, fish products, food and vegetable products, **dairy** products, **bakery** products or other miscellaneous food and beverage products and includes the wholesale distribution of such products for resale to consumers. Uses involving the processing of meat shall not include an abattoir function. There shall be no consumption of the food and/or beverage products on the **premises** and the use shall not involve in any form, a **restaurant**.

Front Lot Line - see **Lot Line, Front**

Front Yard - see **Yard, Front**

Frontage - see **Lot Frontage**

Fuel Storage Facility

Shall mean an establishment primarily engaged in the bulk storage and distribution of petroleum, gasoline, fuel oil, gas, or other similar products in fuel storage tanks.

Funeral Home

Shall mean a **building** or part of a **building** wherein funeral and funeral preparation services are offered and may include **accessory** activities, including but not limited to, the sale of caskets and funeral accessories, and memorial services.

Garage – Commercial – see **Auto Repair Garage**

Garage - Private

Shall mean a single **storey accessory building** or portion of a **main building** ~~including a **carport**~~ which is designed or used for parking or storage of **motor vehicles** of the occupants of the **premises** and in which there are no facilities for repairing or servicing of such vehicles for remuneration or commercial use. It does not include a temporary vehicle shelter.

Garden Centre

Shall mean a **building, structure** or lot used for the retail sale of agricultural products such as plants, trees and shrubs and ancillary sales of landscaping materials and products and shall not include **Cannabis** Production and Processing.

Garden Suite

Shall mean a one bedroom **Detached** residential **building** containing sanitary and kitchen facilities connected to municipal services that is accessory to an existing principal residential **building** under Section 39.1 of the Planning Act and may be designed to be portable, including a **mobile home**, but does not include, a **park model trailer**, a travel trailer or any other type of **recreational vehicle**.

Gas Bar or Refueling Station

Shall mean a **premises** for the retail sale of motor vehicle fuel which includes one or more pump islands, occupied by one or more fuel pumps, refueling stations or recharge stations, and a **building, structure** or booth which may be used by a sales attendant for the receipt of payments and accessory sale of convenience items (e.g. beverages, prepared foods,

newspapers, sundries) and may include other *accessory* features such as a comfort station and ATM. (See also *auto service station*, Card-lock Facility)

Gazebo

Shall mean a freestanding, roofed *accessory structure* which is not enclosed, except for screening or glass and which is utilized for the purposes of relaxation in conjunction with a residential dwelling but shall not include any other use or activity otherwise defined or classified in this by-law.

Geothermal Power Installation

Shall mean a heating installation, such as a heat pump, that accesses or uses naturally occurring heat from within the underlying portion of the earth's crust as its primary energy source.

Golf Course

Shall mean a public or private area operated for the purpose of playing golf as the principal use and may also include a *driving range*, practice green, club house and gold shop facilities, miniature golf course and a *restaurant*, and such *accessory buildings* and *structures* and services as are common or necessary for the operation and maintenance of the golf course. Other *accessory uses* may include banquet and conference rooms and the facilities included in a *recreational commercial establishment*.

Grade ~~(At) or at Ground Level~~

Shall mean the average elevation of the finished level of the ground adjoining all the walls of a building."

~~Shall mean, with respect to an *attached accessory structure* such as a *porch*, a *structure*, with a *deck*, floor or upper surface at or below the same elevation as the principal exterior entrance to a *building* which is closest to the elevation of the *established grade* or, if not serving an *Access* function, at an elevation of one (1) metre or less above *established grade* and with respect to a *detached accessory structure*, shall mean an elevation of 0.6 metres (2 ft.) or less above the *established grade*.~~

Granny Flat -see *Garden Suite*

Green Energy Industry

Shall mean a *building* or *structure* in which products are manufactured for the generation of electricity from a renewable source (i.e. wind, sun, geothermal, biomass, micro- hydro). Products manufactured by a renewable energy industry may include, but are not limited to, solar panels, *wind turbines*, small water driven turbines, geothermal equipment, and parts or components thereof.

Green Infrastructure

Shall mean natural and human-made elements that provide ecological and hydrological functions and processes. Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and *green roofs*.

Green Roof

Shall mean any portion of the roof of a **building** where part of or the entire surface of the roof is designed to be covered by, to function with, and to sustain live vegetative material as a component of the roof.

Greenhouse

Shall mean a **building**, or part thereof, designed and used for the growing and propagation of flowers, plants, shrubs, trees and associated living vegetation which may be transplanted outdoors on the same *lot* or may need to remain within the **greenhouse** to be viable by virtue of not being native or tolerant plants. This use does not include a **Commercial Greenhouse**.

Gross Vehicle Weight

Shall mean the total weight in kilograms of a **commercial vehicle** including any load carried therein or thereon.

Group Home - Type “A”

Shall mean a single household unit in a dwelling, in which 3 to 10 residents (excluding staff or receiving family) live together under responsible supervision consistent with the requirements of its residents, who, by reason of their emotional, mental, social, or physical condition, require a group living arrangement. The home is licensed or approved under Provincial Statute and complies with Municipal By-laws. This definition does not include residences for young offenders or boarding/rooming dwelling houses.

Group Home - Type “B”

Shall mean a single household unit in a dwelling in which residents live together under custodial supervision consistent with the specialized needs of its residents. A Young Offenders Type “B” group home shall be licensed or approved by either the Ministry of Community and Social Services or the Ministry of Correctional Services under the *Young Offenders Act*. An Adult Offenders Type “B” group home, or Community Resource Centre, shall be licensed or approved by the Ministry of Correctional Services under the *Ministry of Correctional Services Act*.

Guest Room or Accommodation Room

Shall mean a room or suite of rooms, which contains no facilities for cooking, and which is used or maintained to provide temporary lodging for gain or hire in an **inn, hotel, motel, bed and breakfast establishment** or comparable establishment.

Habitable Room

Shall mean any floor space within a **building** or **structure** designed and intended to be *used* for one or more living, sleeping, cooking or eating purposes as defined under the *Building Code Act*.

Height

Shall mean the vertical distance between the **established grade** and:

- a) in the case of a flat roof, the highest point of the roof surface or parapet wall,

- whichever is the highest; or
- b) the **deck** line of a mansard roof; or
 - c) in the case of all other types of roofs, the mean height level between the base of the roof and highest point of the roof.
 - d) Where the **height** is designated in terms of *storeys*, it shall mean the designated number of *storeys* above and including the *first storey*. A **mezzanine floor or level** shall not be considered as increasing the **height** of a **building** in *storeys*, provided that the aggregate **mezzanine floor area** does not exceed forty (40) per cent of the **floor area** of a room or *storey* in which they are located, provided further, that the space beneath the **mezzanine** is not enclosed and provided that the **mezzanine floor area** does not exceed forty (40) per cent of the **Floor Area** of any room or *storey* in which it is located. Where **height** is limited by both a number of *storeys* and a maximum elevation in meters above **Established Grade**, the elevation limit shall prevail.
 - e) In calculating the **building height** of any **Erect or Construction** used as ornament or for the mechanical operation of the **building**, such as a mechanical penthouse or a chimney, tower, cupola, steeple, church spire, antenna, ornamental dome, electrical apparatus, is not to be included.

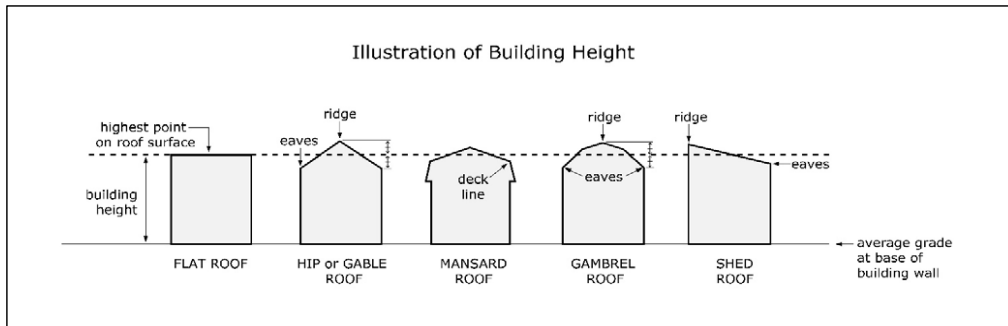


Figure 1: Height

High Water Mark

Shall mean the mark made by the action of water under natural conditions on the shore or bank or rock at the edge of a body of water, which action has been so common and usual and so long continued that it has created a clear and distinctive mark or stain on the shoreline feature or caused a difference between the character of the vegetation or soil on one side of the mark and the character of the vegetation or soil on the other side of the mark. In the case of a waterbody having its water elevation regulated or controlled by a system of dams and other management features operated by any government authority, it shall be the highest elevation permitted or regulated for under normal (i.e. non-flood) operating conditions.

Highway

Shall mean a public improved road under the jurisdiction of the Provincial government.

Home Based Business

Shall mean a privately operated legal occupation, enterprise or business which is carried out as a use clearly **accessory** to the main *residential use* of a property and which is compatible with the character of surrounding residential (*neighbourhood*) buildings or setting.

Home Child Care

Shall mean childcare that meets the description set out in the Child Care and Early Services Act

Home Occupation - see *Home Based Business*

Home for the Aged, Nursing Home, or a Long-Term Care Facility See *Continuum-of-Care Facility*

Hospital

Shall mean a regulated institution under the *Public Hospitals Act, R.S.O. 1990, c.P.40*, the *Private Hospitals Act, R.S.O 1990, c.P.24*, the *Mental Health Foundation Act, R.S.O. 1990, c.D.26* and the *Community Psychiatric Hospitals Act, R.S.O 1990, c.P.21* established to deliver health care services.

Hostel

Shall mean a commercial or non-profit establishment providing overnight accommodation for a fee in which communal washrooms and a dining room are typically provided, and which may include **accessory** recreational space but does not include a **hotel, boarding or rooming house** or other defined uses that include overnight accommodations.

Hotel

Shall mean a **building** designed or *used* for the accommodation of the travelling or vacationing public, including any establishment containing **Guest Rooms** which is defined as a "Hotel" in the *Hotel Registration of Guests Act, R.S.O.1990, H.17* and which may provide **accessory uses** such as a **restaurant**, meeting rooms, *swimming pool*, facilities for the temporary exhibition and sale of goods on an intermittent basis, and **premises** licensed under the *Liquor License Act* but shall not include any *residential use* or **boarding house use**.

Independent EntranceExit

When used with regard to a **dwelling unit**, a residential use, or a **premises**, shall mean a private entryway, for the exclusive use of the occupants of a **dwelling unit** or **premises**, which provides **egress and access** to the **dwelling unit** or **premises** either directly from the exterior of a **building** or from a **common hallway** or vestibule.

Industrial Mall

Shall mean one or more **buildings** with a **gross floor area** of 930 m² (10,010 ft.²) or more which is divided or designed to be divided, into five (5) or more **premises** for occupancy by separate or different businesses for **industrial uses**.

Industrial Service Office - see **Business, Professional and/or Administrative Office**

Industrial Use

Shall mean the use of land, **building or structures** for the purpose of manufacturing, assembling, making, preparing, inspecting, ornamenting, finishing, treating, **altering**, repairing, warehousing, or storage or adapting for sale of any goods, substances, article or thing, or any part thereof and the storage of building and construction equipment and materials as distinguished from the buying and selling of commodities and the supplying of personal services. This definition does not include a mine, pit or quarry or obnoxious industry. **Accessory Uses** may include transportation, wholesaling, storage, shipping and receiving incidental to the **Industrial Use**.

Industry – Class 1, Light Industrial

Shall mean a place of business for a small-scale, self-contained plant or **building** which produces, manufactures, assembles or stores a product which is contained in a package and has a low probability of fugitive emissions e.g. noise, odour, dust and vibration. Such industries operate in the daytime only with infrequent movement of products and /or heavy trucks and no outside storage.

Industry – Class 2, Medium Industrial

Shall mean a place of business for medium scale process and manufacturing with outdoor storage of wastes or materials (e.g. it has an open process) and where there are periodic or occasional outputs of fugitive emissions e.g. noise, odour, dust and/or vibration. Shift operations occur and there is frequent movement of products and /or heavy trucks during daytime hours.

Industry – Class 3, Heavy Industrial

Shall mean a large scale industrial use, generally occupying a site with an area of 4,000 m² or more, which features one or more of the following: multiple or various industrial processes or operations; operations with employees regularly working in shifts; large production volumes; large areas of outdoor storage of raw materials and/or finished product which commonly are as large as or larger than the production facility; frequent receipt of production materials or shipping of finished product at any and all hours of the day; regular to frequent commercial or heavy truck traffic and may feature “just-in-time” delivery processes; regular emissions of noise, vibrations, odours, particulates or gaseous discharges singularly or in combination, that are commonly detectable beyond the property line, and occasionally at distances up to or greater than 300 m.

Infrastructure shall mean physical structures (facilities and corridors) that form the foundation for development, including sewage and water systems, septage treatment systems, stormwater management systems, waste management systems, electricity

generation facilities, electricity transmission and distribution systems, communications/ telecommunications, transit and transportation corridors and facilities, oil and gas pipelines and associated facilities.

Inn

Shall mean a **building** or a **lot** containing no more than two (2) **buildings** used for overnight accommodation of the travelling public, containing a minimum of five (5) to a maximum of fifteen (15) **guest rooms** served by a common building entrance and may include a **restaurant** including a tea room and an outdoor **patio**. Ancillary activities may include small wedding receptions, banquets or business conferences, light entertainment such as a piano bar or similar entertainment but shall not include a night club or disco club. Ancillary uses may include an exercise room, a small retail boutique where merchandise **accessory** to the Inn are offered for sale to the guests of the Inn such as clothing crafts, souvenirs, magazines, post cards and maps but shall not include other **retail stores** such as a variety, **video rental outlet** or **convenience store**. Residential accommodation for the owner or manager of the Inn shall also be permitted.

Institutional Use

Shall mean any **premises** used to provide non-profit or non-commercial services for governmental, educational, charitable, fraternal, or other public or community benefit. Examples include: A **place of assembly, administrative office, private club**; government or utilities warehousing, maintenance and storage use, post office, library, emergency service facility, museum, or police station.

Intake Protection Zone (IPZ)

Shall mean the area upstream of a surface water intake where land use activities have the potential to affect the quality of water that flows into the intake.

Junk Yard - see *Wrecking Yard*

Kennel, Commercial or Boarding

Shall mean a commercially operated **building or structure** where **domestic pets**, including but not limited to: dogs, cats, rodents, rabbits, birds or other animals owned as household pets or for working or sporting purposes, but excluding farmed animals or livestock, are kept or boarded for a fee but excludes the keeping of animals for the purpose of breeding or animal husbandry. This use does not include an **animal hospital** or **animal shelter**.

Kennel, Private

Shall mean a **building or premises, accessory** to a residence, where more than two **domestic pets**, including but not limited to: dogs, cats, rodents, rabbits or birds are kept, lodged, bred, or raised by one owner or household for the purpose of developing, maintaining, commercially distributing a breed or type of animal, or participating in judging competitions, events or shows and does not include a **commercial kennel, animal hospital** or **animal shelter**.

Landfill Site - see *Waste Management Facility*

Landscaped Open Space

Shall mean:

- a) a combination of trees, shrubs, flowers, grass or other horticultural elements, together with decorative stonework, concrete or brickwork; screening or other architectural elements, all of which is designed to enhance the visual amenity of a property and/or to provide a screen to mitigate any objectionable adjacent land use and shall have a minimum of 75% *vegetated landscaped area* and no more than 25% *hard surfaced landscaped area* or impermeable surfaces and comply with subsection 4.27 Lot Coverage – Impervious Surfaces;
- b) does not include *parking areas*, traffic *aisles* or *driveways* or ramps for *motor vehicles*.

Landscaping Strip - see *Buffer Strip*

Lane

Shall mean: a subsidiary vehicle thoroughfare, which provides **access** from within a lot, principally from *parking areas* or *loading spaces*, or *aisles*, to a *driveway* or *private road* and includes the subcomponents of a *driveway* assigned for ingress or egress.

Laneway, public

Shall mean a public thoroughfare, other than a *street* or *pedestrian way*, improved or not, which has a right-of-way width of 10 m or less and which provides a secondary means of for vehicular traffic to abutting *lots* and which is not intended for general traffic circulation.

Laundromat

Shall mean a **building or structure** where coin-operated laundry machines, are made available to the public for the purpose of laundry cleaning.

Lawyer/Legal Offices

Shall mean an office housing a person or persons who are authorized to provide legal services in Ontario.

Light Manufacturing - see *Class I Industry - Light Industrial*

Light Pollution

Shall mean brightening of the night sky, nuisance light or an undue intrusion of light onto adjacent property caused by streetlights and other man-made sources of light, which has a disruptive effect on natural cycles and inhibits the observation of stars and planets or enjoyment of property.

Loading / Delivery Space

Shall mean a space or bay located on a lot or within a **building** which is used, or intended to be used, for the temporary parking of any **commercial vehicle** while loading or unloading goods, merchandise, or materials in connection with the use of the lot or any **building** thereon, and which has unobstructed **access** not necessarily in a straight line to a *street*, *lane*, or *public laneway*.

Lot

Shall mean a parcel of land which is capable of being legally conveyed in accordance with the *Planning Act*.

Lot Area

Shall mean the total horizontal area measured within the limits of the *lot* lines of the *lot* excluding the horizontal area of any *flood plain* or wetland area located on such *lot*.

Lot, Corner

Shall mean a *lot* situated at an intersection of two or more streets, or at the intersection of two parts of the same street which have an interior angle or intersection of not more than one hundred and thirty-five (135) degrees. Where such street-lines are curved, the angle of intersection of the street-lines shall be deemed to be the angle formed by the intersection of the tangents to the street-lines, drawn through the extremities of the side lot lines. In the latter case, the corner of the *lot* shall be deemed to be that point on the street-line nearest to the point of intersection of the said tangents, and any portion of a *corner lot* distant not more than 30 m (98.4 ft.) from the corner measured along the street-line shall be deemed to be an *interior lot*.

Lot Coverage

Shall mean that percentage of land or *lot area* covered by *buildings* and *structures* above ground level excluding a fence, *patio*, landings, steps, ramps, or retaining walls and excludes that portion of a *lot* which is occupied by a *building* or *structure* or portion thereof which is completely below ground level, such as an in-ground pool.

Lot Coverage, Maximum

Shall mean the maximum total *lot coverage* for all *buildings* and *structures* on a *lot* and, in any zone category, the maximum *lot coverage* requirement for the *principal use* includes the maximum *lot coverage* applicable to permitted *accessory uses*; except where the *accessory lot coverage* is specifically excluded by exemption.

Lot Depth

Shall mean the horizontal distance between the front and rear lot lines. If the front and rear lot lines are not parallel, "lot depth" shall mean the length of a straight line joining the middle of the front lot line with the middle of the rear lot line. If there is no rear lot line, "lot depth" shall mean the length of a straight line joining the middle of the front lot line with the apex of the triangle formed by the side lot lines. Distances shall apply on curved lines.

Lot Frontage

Shall be measured as a line extending between the side lot lines drawn parallel to the chord of the front lot line and measured at a point 6 metres back from the mid-point of the front lot line, except where the chord of the front lot line is more than 6 metres back from the mid-point of the front lot line, or if there is no rear lot line, then the lot frontage shall be the chord of the front lot line. For the purpose of this paragraph, the "chord of the front lot line" is a straight line joining the points where the side lot lines intersect the front lot line and a sight

triangle shall be considered to be part of the lot for the purpose of determining lot frontage.

Lot Interior

Shall mean a *lot*, other than a *corner lot* or a *through lot*, which has *frontage* on a *public street*.

Lot Line

Shall mean a boundary line of a *lot*.

Lot Line, Exterior Side

Shall mean a *lot line* on a *corner lot* that is located between the *front and rear lot lines* and divides the *lot* from a *street* and any *lot line* abutting a *traffic circle*.

Lot Line, Front

Shall mean:

- a) In the case of an *interior lot*, the line dividing the *lot* from the street-line but excluding a *lot line* abutting a *traffic circle*.
- b) In the case of a *corner lot*, created by the intersection of two streets, the shorter *lot line* abutting a street shall be deemed to be the *front lot line* and the longer *lot line* shall be deemed to be the *exterior side lot line* of the *lot*.
- c) In the case of a *corner lot* with two street-lines of equal lengths, the *lot line* where the principal *access* to the *lot* is provided shall be deemed to be the *front lot line*.
- d) In the case of a *corner lot* created by a curved street line, the *front lot line* shall commence at the point of intersection of the street line with the longest *interior side lot line* and will terminate where the curved section intersects a straight street line segment opposite to the *interior side lot line* (which street line shall be the *exterior side lot line*); or, in the instance where there is no straight *street line* segment, the *front lot line* will encompass the entire curved *street line* as it extends between the two *interior side lot lines*.
- e) In the case of a *through lot*, the *front lot line* shall be determined as a *lot line*
- f) abutting the street: where the principal street access/entrance for the *lot* is permitted, or has been established on the *lot*; or if the clause "i)" is not determinative, where the street-line is closest to the main wall of a *principal building* on the *lot*; or if clauses "i) and ii)" are not determinative, the *lot line* abutting the street where the majority of principal access/entrance sites have been established on other *lots* in the same *block* by prior *construction*; or if clauses "i) through iii)" are not determinative, the shorter *lot line* abutting a street except that where the longer *lot line* results in a *frontage* calculation that meets the *minimum lot frontage* requirement of the applicable zone and the shorter *lot line* will not, then the longer *lot line* shall be the *front lot line*.
- g) With respect to *through lots* in a commercial or industrial zone, the *front lot line* shall be the *lot line* abutting, or order of priority, a provincial *highway*, an arterial road or a collector road and items a) through d) above *lot line* shall be the *front lot line*.

Lot Line, Rear

Shall mean: the *lot line* furthest from, and opposite to, the *front lot line*. In the case of a *lot* with no *rear lot line*, the point where the two *side lot lines* intersect shall be the *rear lot line*

but excluding a **lot line** abutting a **traffic circle**.

Lot Line, Side (Interior)

Shall mean a **lot line** other than a front, rear or **exterior side lot line**. On a **lot** with more than four sides, any **lot line** not otherwise defined as a front, rear or side lot line shall be considered as an interior side lot line.

Lot, Through

Shall mean a **lot** having a **frontage** on two parallel or approximately parallel streets and where such **lot** qualifies as being both a **corner lot** and a **through lot**, such **lot** shall be considered as a **corner lot**.

Lot, Width

Shall mean the average horizontal dimension between the two longest opposite sides measured on a line 6 m (19.7 ft.) back from the **street line** and parallel to it.

Lot Width, Corner Lot

Shall mean the horizontal distance between the **exterior side lot line** and the opposite **side lot line**, measured along a line 6 m (19.7 ft.) back from and parallel to the **front lot line**, except in the case: where the **front lot line** is curved, in which case, the **lot width** shall be calculated on the basis that the **front lot lines** are deemed to be the tangents produced to their points of intersection, from the points of intersection of the **side lot lines** and the curved **front lot line**; or where a **corner lot** indicates that a **sight triangle** has been removed or has a rounded corner, in which case, the lot width shall be calculated on the basis that the **street lines** shall be deemed to comprise the **street-lines** as if extended or continued to their point of intersection.

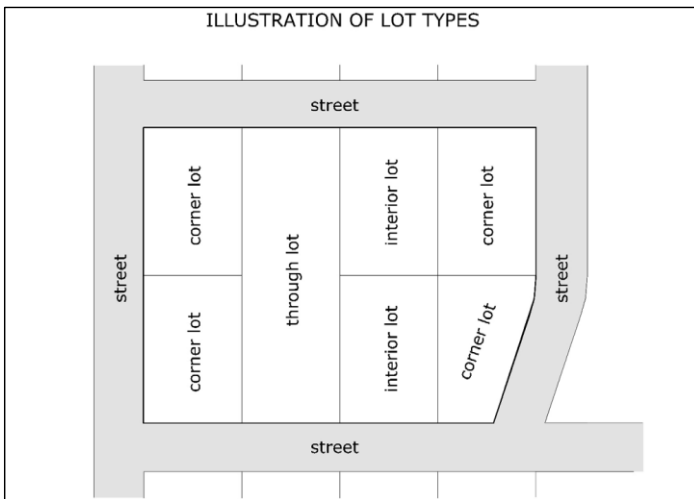


Figure 2: Types of Lots

Lumber Yard

Shall mean a **premises** where the principal use is the storage of construction grade wood products, building construction materials and building supplies for sale at retail or wholesale.

Mail Order Facility

Shall mean the sale of goods exclusively via mail order, telephone, fax, internet, digital platform or website, but shall not include a Retail Store.

Main Building - see **Building, Main or Principal**

Main Wall

Shall mean any exterior wall of a **building** (e.g. front, rear or side) and any structural members essential to the support of a fully enclosed or partially enclosed space of roof exclusive of permitted projections (e.g. **Deck**, stairs, **Eaves** etc.)

Marine Facility

Shall mean a non-commercial **premises** which is used to moor, berth, or store a boat. This definition may include a boat launching ramp, a boat lift, marine railway, dock or boathouse, but does not include any **building** used for human habitation, any facilities for the construction, repair or servicing of boats, or a marina. A marine facility shall also include a water intake facility and any flood or erosion control structure.

~~MARKET shall mean the sale of new or used goods, wares, merchandise, substances, articles or things to the general public, including but not limited to: arts, crafts and other homemade articles, fresh and prepared food products; nursery products; and used furniture and other household items, by one or more independent vendors, but does not include the sale of vehicles or livestock. A market may be located in a permanent or temporary building or structure or may be located partially or entirely in the open. For the purposes of this By-law, a market may also be considered a retail store.~~

Medical Clinic - see **Clinic**

Mezzanine Floor or Level

Shall mean an intermediate, elevated floor or occupancy level, between the floor and ceiling of a full storey, and which intermediate level has a **Floor Area** not exceeding 40% of the **Floor Area** of the storey in which it is located, and its principal **Access** is within the same storey.

Miniature Golf Course

Shall mean an area of land, **building or structure or premises** or part thereof operated for profit or gain as a commercial place of amusement in which facilities are provided to simulate the game of golf or any aspect of the game on a small scale, but does not include a golf ball **Driving Range**.

Mini Warehouse, Public Storage, or Personal Storage Facility

Shall mean a commercial **building** or part of a **building** wherein general merchandise,

vehicles, furniture and household goods are all stored in separate, secured storage areas or lockers which are generally accessible by means of individual loading doors.

Mobile Home

Shall mean a **structure**, manufactured as a complete **Dwelling Unit**, which is built to C.S.A. standard Z240, or any successor C.S.A. standard, is designed and fabricated to be transported on **public streets**, and to comply with standards set out in the *Building Code for a permanent, year round residence for one or more persons*, but does not include a **recreational vehicle, park model trailer, modular dwelling** or tent trailer or trailer otherwise designed.

Model Home

Shall mean a **dwelling unit** that is *used* on a temporary basis to sell and/or display **dwelling units** that are on sale and may include a temporary sales **office** but is otherwise not sufficiently complete, or *used*, for human habitation.

Motel

Shall mean a **building or buildings** designed or used primarily for the accommodation of the traveling or vacationing public, containing therein three (3) or more **guest rooms**, including all such establishments as defined from time to time by the *Hotel Registration of Guests Act, R.S.O. 1990, c.H. 17*, as amended. A **motel** may include **accessory Uses** such as a **restaurant**, meeting rooms, **swimming pool**, facilities for the temporary exhibition and sale of goods on an intermittent basis, and **premises** licensed under the *Liquor License Act*.

Motor Home - see **Recreational Vehicle**

Motor Vehicle

Shall mean: a "motor vehicle" as defined by the *Highway Traffic Act R.S.O. 1990 c.8*, as amended or replaced from time to time, but excludes any vehicle otherwise defined herein.

Motor Vehicle Body Shop - see *Auto Body Shop*

Motor Vehicle, Commercial

Shall mean: a "commercial motor vehicle" as defined by the *Highway Traffic Act R.S.O. 1990 c.8m* as amended or replaced from time to time, but excludes any vehicle otherwise defined herein and includes ambulances, hearses, fire apparatus, police patrols, motor buses and tractors used for hauling purposes on the **Highway**.

Motor Vehicle Towing Service

Shall mean a **premises** *used* as a depot for parking **motor vehicles** designed to tow or haul and provide road-side service for other motor vehicles and may include a **motor vehicle** compound for the temporary storage of motor vehicles towed to the site but does not include any other use defined herein.

Multiple Dwelling - see **Dwelling, Multiple**

Municipality

Shall mean the **Corporation** of the Town of Perth.

Museum

Shall mean a **premises** used, for the preservation of a collection of paintings and/or other works of art, and/or objects of natural history, and/or of mechanical scientific and/or philosophical inventions, instruments, models and/or designs, and dedicated or to be dedicated to the recreation of the public, together with any libraries, reading rooms, laboratories and/or other offices and/or **premises** used or to be used in connection therewith.

Net Hectare

Shall mean the area of a parcel of land on which **Development** is proposed or existing, expressed in hectares, excluding all non-residential land uses such as roads, *schools*, commercial sites and parks.

Noise Barrier or Sound Wall

Shall mean a barrier, **Erect or Constructed** in accordance with *Ontario Building Code* design standards, designed and used to mitigate acoustical sound from adjacent land uses. This barrier, shall be designed to block sound produced by an acoustical generator from a receptor, and may consist of an earth berm, masonry fence, wood fence or any combination thereof, having a minimum surface density of 20 kg/m², or a building wall and, notwithstanding any other definition herein, shall not be considered a fence.

Non-Conforming

Shall mean any **Existing** use, **building, structure or lot** which does not conform with the **permitted use** provisions of any Zone in this By-law.

Non-Residential Use

Shall mean when used with reference to a use, **building or structure**; designed intended or used for purposes other than those of a *dwelling*.

Nursing or Convalescent Home - see **Home for the Aged, Nursing Home, or a Long-Term Care Facility, Continuum-of-Care Facility**

Noxious Use

Shall mean any use which causes adverse effect to the occupant or owner of any neighbouring lands or **buildings** by reason of the emission from the neighbouring land or **building** or any part thereof, or the creation thereon, of odours, gases, dirt, radiation, smoke, noise, vibration, fumes, cinders, soot, waste or water carried waste, or depositing or leaving unsightly objects or chattels thereon.

Occupancy Permit

Shall mean a certificate issued under the authority of the ~~Planning Act~~ Ontario Building Code Act by the **Chief Building Official** which indicates that the proposed use of land or any **building or structure** on any such land is in conformity with this By-law.

Office, Business, Professional and/or Administrative

Shall mean a **buildings**, or **structures used** for the purpose of providing accommodation for the offices of a professional person or persons employed in administering, directing, managing or conducting the affairs of a business or enterprise and for any purpose incidental thereto and may include the office of a non-profit or government organization.

Official Plan

Shall mean the Official Plan of the Town of Perth or parts thereof and amendments thereto.

Order Station or Order Board

Shall mean an ordering box, display board or any other device, including communication equipment, used by the public and operator to communicate and thereby facilitate sales and/or services in a **drive-through facility**.

Outdoor or Outside Display Area

Shall mean: an exterior area, **accessory** to a **permitted use**, which is dedicated to the display of goods, product, or merchandise, used solely for advertising and demonstration purposes and not for storage purposes such that a single unit of the product, good, or merchandise is presented in the display area and does not include an **Outdoor Storage Area** or an area for vehicle sales use.

Outdoor or Outside Display and Sales Area; Seasonal

Shall mean an unenclosed area or an area bounded by a temporary fence, located adjacent to a permanent **building**, which has been designed or occupied for the **accessory** display of seasonal goods and merchandise, on an occasional and temporary basis by the building occupant and includes a seasonal **Garden Centre** but shall not occupy any **barrier free parking space**, any portion of a required fire **Lane**, a **Driveway** or any portion of a required **sight triangle**.

Outdoor Solid Fuel Combustion Appliance

Shall mean a solid fuel-burning appliance, which is used for the heating of buildings, water, or other such purpose, and which is located in a separate building or on the exterior of the building or structure which it serves.

Outdoor or Outside Storage

Shall mean storage of goods, merchandise or equipment outside of the **principal building or structure** on a **lot** or portion thereof that is enclosed with a **building**, fence, or berm, or any combination thereof, and may be partially covered or enclosed, which is used on a year-round basis for the **bulk storage** of building construction products and merchandise and other products, supplies, goods, wares, or equipment for the purpose of their use or sale by the principal business. This definition shall not include the open exterior storage of goods or equipment **accessory** to a residential occupancy of a **lot**, a **parking area or parking space**, an area for vehicle sales use, or a permitted **outdoor display area** for advertising and demonstrating goods and products or a seasonal garden supply area **accessory** to a commercial use.

Owner

Shall mean a mortgagee, lessee, tenant, occupant, or a person entitled to a limited estate or interest in land, a trustee in whom the land is vested, a committee of the estate of a mentally incompetent person, an executor, an administrator or a guardian.

Park

Shall mean an area of land, whether enclosed or not, which is devoted to recreational or leisure uses (e.g. **playground**, *play field*, *athletic field*, *field house*, **Community Centre**, *bleachers*, *swimming pool*, *wading pool*, **greenhouse**, *botanical gardens*, *zoological gardens*, *bandstand*, *skating rink*, *tennis courts*, *bowling green*, *boat livery*, *bathing station*, *curling rink*, *refreshment concession*, *camping area*, *fair ground*, *arena*, *golf course* etc.) (See also **Fairgrounds**, Golf Course)

Park Model Trailer

Shall mean a trailer as defined under Section 9.39.1.1 of the *Ontario Building Code*, or any successor thereto, as a manufactured building used or intended to be used as a mobile seasonal recreational building of residential occupancy which is not to be used as a **Single-detached** or principal residence notwithstanding that it has been jacked up and its running gear removed.

Park - Private (see **Recreational Commercial Establishment**)

Parking Area

Shall mean a **lot** or portion thereof required in accordance with the provisions of this By-law for the temporary storage or parking of more than four *motor vehicles*, **accessory** or incidental to **permitted uses** in all zones, and includes any associated **parking spaces**, parking **Aisles**, pedestrian **Aisles**, or **Lanes** between **Aisles** but does not include a **Driveway**, *street* or **Public Laneway**.

Parking Lot, Commercial - see **Commercial Parking Lot**

Parking Space

Shall mean an area which has direct **Access** to a *street*, **Aisle**, **Lane** or **Public Laneway** used for the temporary parking of one motor vehicle.

Parking Space, Barrier Free or Accessible

Shall mean a **parking space** designed and reserved for the temporary parking of a *motor vehicle* being used to transport a handicapped or disabled person and which is displaying appropriate, identifying, signage.

Parking Space, Tandem

Shall mean: a **parking space** which has indirect **Access** to a *street*, **Lane**, or **Public Laneway** by virtue of being separated from the *street*, **Lane** or **Public Laneway** by another **parking space**.

Parking Structure or Garage

Shall mean a **building** or **structure**, or a portion thereof, located above or below **Established Grade**, which is designed to shield motor vehicles from weather, and contains a **parking area**, and is the *principal use* or may be **accessory** to a **building** on the same **lot**.

Patio

Shall mean an open space of land adjacent to a *residential use* which is surfaced with concrete, pavers, stone, wood or comparable material and is *at grade*, and is an uncovered, outdoor area used as an extension to the interior of the home for private entertainment or leisure activities.

In a commercial setting, means an outdoor eating area, located on a private **lot**, or an authorized occupancy of public land, that is **accessory** to a **restaurant** where, on a seasonal basis, food and/or refreshments prepared on the **premises** are consumed.

Pawn Shop

Shall mean a **premises** operated by a pawnbroker and used for the loan and/or exchange of money on articles or personal property at a given rate of interest.

Pedestrian Way

Shall mean a public thoroughfare intended exclusively for pedestrians.

Permitted Use

Shall mean a *use* which is *permitted* in the *zone* where such *use* is located.

Person

Shall include an individual, an association, a chartered organization, a firm, a partnership, a corporation, an agent or trustee and the heirs, executors or other legal representatives of a person to whom the context can apply according to law.

Personal Service Establishment or Use

Shall mean an establishment wherein a personal service is performed. (*Examples include a barber shop, beauty salon, shoe repair, photographic store, Laundromat or a Dry Cleaning Distribution Station, pet grooming service or similar uses.*)

Pet Grooming Establishment or Service

Shall mean a **premises** wherein cleaning, clipping and grooming services are provided for **Domestic Pets** but shall not include an **Animal Shelter** or commercial or private kennel.

Pinball Machine - see Arcade

Place of Assembly

Shall mean a **building** or part of a **building** specifically set aside for and primarily used for the operation of arts and craft shows, trade fairs, fashion shows, public meetings, banquets, conference meetings, civic, political, social or religious activities, a **private club**, **wellness centre**, or a fraternal organization and similar activities.

Place of Worship

Shall mean a **premises** owned or occupied by a religious congregation or religious organization and dedicated exclusively to worship and related religious, social and charitable activities, and may include churches, chapels, temples, parish halls, mosques and synagogues including a **place of assembly**, **offices** for the administration of the religious institution, a convent, a seminary, a monastery, rectory, manse, parsonage, and a **Cemetery**.

Playground

Shall mean a park or part thereof which is equipped with active recreational facilities oriented to children. (See also **Park**)

Porch

Shall mean a covered entrance to a **building** usually with a separate roof and unenclosed and used as an outdoor living area. (See also Veranda)

Premises

Shall mean a **building** or part of a **building**, and/or a **lot** or part of a **lot**, which is used, reserved, rented or leased for the exclusive use of one residential household as a **Dwelling Unit** or one business/commercial occupant and in a multiple tenancy **building** or on a **lot** occupied by more than one **Dwelling Unit** or business/commercial occupant, each exclusive use area shall be a separate "premises".

Principal

When used to describe a use, building or structure, shall mean a use, building or structure, one to which any other is subordinate and constitutes the main use of a lot therewith.

Printing or Publishing Establishment

Shall mean a building or part of a building used for printing regardless of the method, the publishing of newspapers, periodicals, books, documents, maps and similar items, the reproduction and duplication of printed material as a copying service to businesses or the public and includes the sale and servicing of printing and duplicating equipment and supplies.

Private Club – see **Club, Private**

Private Road

Shall mean a private right-of-way over private property which affords **Access** to two or more abutting **lots** and which is not maintained by a **public authority**.

Product Distribution Centres - see **Factory Outlet**

Provincial Highway - see **Highway**

Public Authority

Shall mean the Town of Perth and any Boards or Commissions thereof, the County of Lanark, the Governments of Ontario or Canada, any agencies, boards, commissions, or authorities

thereof, and any company providing electricity, natural gas, wired or wireless communications or rail transportation. Without limiting the generality of the foregoing, among other uses, this shall include operators of correctional institutions, hospitals, homes for the aged, and nursing homes.

Public Street

Shall mean any road or common highway affording the principal means of **access** to abutting properties which is owned and/or operated by a **public authority** or is to be **assumed** by a **public authority** in accordance with a subdivision or **development** agreement.

Public Use or Public Service Facility

Shall mean the use of any land, **building or structure** or part thereof for the purpose of providing any **public service** or utility by a public authority, any electrical, natural gas, steam, sewage disposal and drainage, telecommunications including storage, maintenance or repair facilities **accessory** to the said utilities.

Public Use Floor Space

Shall mean the **floor area(s)** used for reception, office areas for reception staff or client services staff, or floor space that is leasable by the general public for temporary office or meeting room purposes within a commercial **building** primarily used for overnight accommodation, but does not include any rooms or **floor area** used as a **place of assembly**.

Queue, Minimum Vehicle Service

Shall mean shortest length of a **vehicle service queue** from its **Access** point to its exit point expressed as the number of motor vehicles or queuing spaces capable of occupying the queue.

Queue, Vehicle Service

Shall mean a motor vehicle **access lane** with a single **Access** point and single exit point which is used by business patrons to **access** a customer service window or a **loading/pickup** space for customers receiving purchased goods and services and which is separated from other **parking areas** and pedestrian spaces by barriers, or **lane** markers and signage.

Radio or Broadcast Studio

Shall mean a building or part of a building used for the production, reception and/or transmission of information by electronic Shall mean including radio and television studios and may include related administration and customer services.

Reconstruction or Renovation

Shall mean the repair and restoration of a **building or structure** to a safe condition but shall not include its **replacement**.

Recreational Commercial Establishment

Shall mean **premises** where any recreational, social or cultural uses are operated commercially for profit on lands in private ownership, such as health clubs, golf courses, open or enclosed skating or curling rinks, open or enclosed pools, open or enclosed

badminton or tennis courts, squash courts, bowling alleys, gymnasias, band shell or open theatre, and other similar uses except as otherwise specifically defined in this by-law such as Adult Video Rental Outlet, **arcade** or **video arcade**, **bingo hall**, **casino**, or **entertainment establishment**.

Recreational Equipment

Shall mean: a portable **structure**, vessel, or vehicle that is designed and built to be carried by a **motor vehicle**, or a unit designed and built to be transported or operated under its own power or propelled power, for the purposes of providing recreation enjoyment or travel, typically for two to four people, and may include boats, personal water craft, snowmobiles, all-terrain vehicles (ATVs) or other equipment used for recreational purposes and includes trailers for transporting such equipment.

Recreational Vehicle

Shall mean any vehicle so constructed that is suitable for being attached to a motor vehicle for the purpose of being drawn or is self-propelled and is capable of being used on a short-term basis for living, sleeping or eating. The term recreational vehicle includes the following: motor homes, travel trailers, tent trailers, **park model trailers**, campers, a fifth wheel or converted bus but does not include a *mobile home* or **recreational equipment**. (See also **Mobile Home**)

Recreational Vehicle Sales, Storage and Repair

Shall mean a **building** and/or **lot** which is used for the repair, display, storage and/or sale of boats, trailers, campers, snowmobiles and other **recreational vehicles**.

Redevelopment - see **Development**

Registered Plan

Shall mean a plan legally registered as per the *Registry Act* or the *Land Titles Act*.

Replacement

Shall mean with respect to a **building or structure**, a re-building of the entirety of a **building** or **structure** with new materials; or extensive re-building of a **building or structure** after, or in a manner that results in, **demolition**.

Residential

Shall mean the use of land, buildings, or structures for human habitation.

Restaurant

Shall mean: a business **premises** where food and beverages, primarily prepared within the **premises**, are offered for sale to the public and where the food and beverages are served for consumption by patrons seated within the **premises** and which may include a take out service or seasonal **patio** seating as **accessory Uses**.

Restaurant, Drive-in

Shall mean: a business **premises** where food and beverages are prepared and offered for

sale to the public primarily for consumption outside the business or off-site, which may provide in-door seating for 8 patrons or less and may provide outdoor seating for patrons, and at which parking facilities are provided for patrons to consume the food in their vehicles and includes any mobile food vendor operating from a commercial property.

Restaurant, with Drive-through Service

Shall mean: a **restaurant**, a portion of which is designed to permit food and beverages to be offered for sale to the public, by means of a service window for product delivery and service to clients using a motor **vehicle service queue** with the food and beverages sold at the service window normally consumed off-site.

Restaurant, Drive-through / Takeout

Shall mean: a business **premises** with no indoor seating where food, prepared on or off the **premises**, is offered for sale to the public with consumption of all food occurring outside the business and primarily off site and which includes one or two windows for product delivery and service to clients using a motor **vehicle service queue**, with a maximum of four **parking spaces** provided on site.

Restaurant, Take-out

Shall mean: a business **premises**, where food and beverages, largely prepared on the **premises**, are offered for sale to the public, which is designed and intended to predominantly serve pedestrian clients such that consumption of the food occurs primarily outside the business and off-site, which has a maximum indoor seating for six patrons and has no **drive-through service** (See also **café or snack bar**).

Retail Store or Business

Shall mean a **building** wherein goods, wares, merchandise, substances or articles are offered for sale to the general public, and may include the limited storage of goods, wares, merchandise, substances or articles, and shall not include any other use defined herein.

Retail Store, Large Format

Shall mean a **retail store** with a **gross floor area** exceeding 2,000 m² (21,525 ft.²)

Retirement Home

Shall mean an Apartment Building or Multiple Dwelling containing accommodation to be available only to persons who are at least 55 years of age and containing dwelling rooms with a common dining area. The dining area is for the residents of the retirement home and shall not function as a public dining facility. The accommodations shall be used as the principal residence of the occupants and shall not be provided on a transient basis.

Right-of-way - see Easement

Risk Management Official

Shall mean a **person** appointed by the **Corporation** that is responsible for the enforcement of Part IV of the *Clean Water Act*, and who has the qualifications prescribed in Ontario Regulation 287/07, as may be amended.

Road (See *Public Street*)

Roof Line Elevation

Shall mean the highest elevation of a sloped roof or, in the case of a flat roof, the elevation of the roof or building wall or parapet wall whichever is highest, exclusive of any **accessory** mechanical equipment or equipment rooms, such elevation being measured from the **established grade** along the bottom of the wall and in the case of an articulated roof is measured at each change in elevation along any section of wall. (See

Rooming House

Shall mean a dwelling within which a proprietor supplies **accommodation rooms** or **bachelor apartment** units without kitchens for a fee, generally on a weekly or monthly basis, for the temporary lodging of up to 10 persons and may provide meals or a common kitchen or dining facility but this use does not include a **bed and breakfast establishment**, a **boarding house**, a **hotel**, a **hostel**, a children's home, a Continuum of Care Facility, or other establishments otherwise classified or defined in this by-law.

Row House - see *Dwelling, Row house or Townhouse*

Safe Access

Shall mean the ability for ingress and egress to a property during a flood event and shall be determined based on flood depths and flood velocities within flooding hazards. Specifically, for the purposes of pedestrian, vehicular and emergency services evacuation requirements, safe access shall be calculated in relation to the 1:100 year flood event, as determined by the RVCA, the primary road access to a lot such that the access road (private or public) would not be flooded by more than 0.3 metres (1 foot) of water during a regional flood event.

Salvage Yard -see *Wrecking Yard*

Satellite Dish/Receiver

Shall mean a **structure** designed, used or intended to be used to send or receive signals to or from a satellite.

School

Shall mean

- a) the body of elementary school pupils or secondary school pupils that is organized as a unit for educational purposes under the jurisdiction of the appropriate board, or
- b) the body of pupils enrolled in any of the elementary or secondary school courses of study in an educational institution operated by the Government of Ontario, and includes the pupils who are enrolled in extended day programs in the unit or institution, the teachers, designated early childhood educators and other staff members associated with the unit or institution, and the lands and premises used in connection with the unit or institution;

School - Private

Shall mean an institution, as defined in the Education Act, at which instruction is provided at any time between the hours of 9 a.m. and 4 p.m. on any school day for five or more pupils who are of or over compulsory school age in any of the subjects of the elementary or secondary school courses of study.

Screening

Shall mean the use of landscaping, walls, fences, hedges and/or other ornamental fixtures to shield the view from one lot to another.

Seasonal Trailer - see *Recreational Vehicle*

Seating Capacity

Shall mean the number of persons which can be accommodated in a **building** or **structure** or part thereof in a seated position on chairs, benches, forms or pews.

Seasonal Garden Centre

Shall mean an outdoor space associated with a **building supply store**, agricultural supply business, *Commercial garden centre* or grocery store, which is enclosed with a temporary fence a minimum 1.8 m in **height**, that is used for the temporary storage, display and sale of plant material; plant growth media such as top soil, mulch, compost etc.; fertilizer; and gardening tools, equipment and accessories and may operate between May 1st and October 31st in any year.

Secondary Apartment

Shall mean a separate and self-contained **dwelling unit** (e.g. includes cooking, sanitation and sleeping facilities) within or added to a single detached, **semi-detached** or **duplex** dwelling or a **dwelling unit** in a **dwelling, row house or townhouse** and which has a separate exterior ~~entrance~~exit or independent **access** to an exterior ~~entrance~~exit

Self-Storage Facility

Shall mean a commercial **building** or part of a **building** wherein items are stored in separate, secured storage areas or lockers that are individually rented or for hire and, where specifically permitted, may include the rental of space for exterior storage of **recreational equipment** and **recreational vehicles**.

Semi-Detached Dwelling - see *Semi-detached*

Seniors' Home or Residence

Shall mean a dwelling for senior citizens which may be sponsored and administered by any public agency or may be privately operated and may include a **converted dwelling**. Such home may include **accessory Uses** such as recreational and laundry facilities, personal care services and eating facilities.

Seniors' Non-residential Care Facility

Shall mean a **building** or part of a **building** or **premises** where amenities, activities and

recreational facilities are provided for seniors under the supervision of a nurse or medical caregiver but does not include any residential accommodation nor any facilities for occupancy of the **premises** by clients beyond purely incidental and occasional visits.

Sensitive Land Uses

Shall mean **buildings**, amenity areas, or outdoor areas where *permitted*, routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby **Industrial Use** or outdoor storage use. Sensitive land uses may be part of the natural or built environment.

Examples of sensitive land uses may include, but are not limited to residential land, dwellings, day care centres, educational and health care facilities, outdoor sports and recreation facilities.

Separation Distance

Shall mean the minimum horizontal distance between a use or building and a specific use, lot, building or other specified feature. Separation distance is measured as the most direct path between the two specified points, without regard to roads, walkways, sidewalks, or other surface transportation features

Service Commercial Establishment or Use

Shall mean a business which primarily offers a service or delivers a product off site, generally involves a limited amount of “cash and carry” retailing of goods, and for which the business site primarily functions to provide a product advertising and display area and a *business office* with a limited amount of floor space used or needed for product storage and assembly areas and the retailing of accessories and parts. *Examples of service commercial establishments include but are not limited to appliance or electronic repair services, wood stove retailing, window or window covering sales and installation service, kitchen and cabinet installation and improvement service, satellite and communications equipment sales and service, catering services and similar uses*

Service Outlet or Shop

Shall mean a **building** whether in conjunction with a **retail store** or not, used for the repair or servicing of goods, commodities, articles or materials, but not the manufacturing, processing or wholesaling thereof. Automotive repairs and services are not permitted under this definition.

Setback

Shall mean:

- a) Except in reference to a water body, shall mean the least horizontal distance between a **lot line** and the wall of a **building** and/or a **building line**.
- b) With reference to a water body, the least horizontal distance between the **high water mark** of the water body and the nearest **building line**.

Sewage and Water Systems

Shall mean (municipal) piped sewage and water services that are connected to a centralized water and wastewater treatment facility.

Shopping Centre

Shall mean: a group of four or more commercial **premises** with a collective **gross leasable floor area** greater than 465 m² (5,000 ft.²), in which retail commercial, *service commercial* and **personal service uses** predominate; which is designed, developed and managed as a unit or commercial collective; is owned as a single holding, a **condominium** corporation or a commercial cooperative; and features shared off-street parking, commonly with shared street access/~~entrances~~**exits**, **driveways** and **lanes**; and which may include common interior **access** spaces, shared **loading areas**, shared pedestrian **access** features and shared signage.

Shoreline

Shall mean those lands extending from the average annual water level which have potential and direct significant impact on near shore waters and the shore ecosystem through run-off, and where land use activity is primarily water oriented.

Short Term Rental

Shall mean the use of a dwelling unit or any part thereof, that is operating or offering a place of temporary accommodation, lodging or occupancy by way of concession, permit, lease, License, rental agreement or similar arrangement for a period of 28 consecutive calendar days or less, throughout all or any part of a calendar year. Short Term Rental uses shall not include a motel, hotel, bed and breakfast establishment, private camp, tent and trailer park or rooming house as defined within the Zoning By-law.

Showroom

Shall mean a part of a **building** used for the display of samples, patterns or other goods and wherein orders are taken for merchandise which is stored in bulk in a **warehouse** which is part of the same **building**, generally for future delivery to customers.

Sight Distance

With respect to a **sight triangle**, shall mean the required length of one side of a **sight triangle** as measured from the point of intersection of two street-lines or a **driveway** to a specified point or distance along one street-line.

Site Plan

Shall mean a scaled drawing prepared to illustrate the relation between the lot lines and the uses, buildings, or structures, existing or proposed, on a lot, including such details as parking areas, walkways, landscaped areas, lighting, building areas, minimum yards, floor areas, easements, drainage contours, and areas for special uses.

Sight Triangle

Shall mean a triangular space, free of **buildings**, **structures** and obstructions, formed by the street-lines abutting a **corner lot** and a third line drawn from a point on a street-line to another point on a street-line, each such point being the required **sight distance** from the point of intersection of the street-lines as specified in this by-law. It may also include a space at the end of a **Driveway** and in such locations the edge of the **Driveway** shall correspond to

a street-line for the purpose of this definition.

Single Detached Dwelling -see *Dwelling, Single-detached*

Snow Dump

Shall mean: a **lot** or part of a **lot** or the total of all portions of a **lot** which encompasses an area of 4,000 sq. m or more and which is used for the storage of snow for the duration of the winter season, whether delivered from off site or moved from other areas within a larger site, but does not include temporary snow banks resulting from snow clearing activities where the banks are regularly removed to an off-site or on site "snow dump" location. For the purpose of this by-law a winter season will extend from the first snowfall exceeding 5 cm after November 1 to the last such snowfall or April 30th in the following year, which ever date represents the shorter time period.

Snow Dump – emergency

Shall mean; a snow dump with an area of less than one (1) hectare that is established by the **Corporation** or by another government agency for the temporary storage of snow for one winter season or a portion of a winter season when the snow dump facilities normally used by the **Corporation** or another government agency are not available due to excess snow volume or emergency conditions whereby an unusual volume of snow requires additional snow storage for the purpose of facilitating efficient snow removal to restore use of roads and safe driving conditions.

Snow Dump – permanent

Shall mean: a snow dump comprised of one consolidated area, or a collection of areas on a **lot**, with a footprint of 7,500 m² or more that is designed, used, or intended to be used, regularly for snow storage whether for one winter season or multiple seasons.

Solar Collector

Shall mean a Class 1 or 2 ground mounted, or rooftop mounted or wall mounted device under the *Green Energy and Green Economy Act, 2009* with a name plate capacity of less than or equal to 10 kW consisting of photovoltaic panels that collect solar power from the sun.

Solar Collector, Commercial

Shall mean a Class 3 ground mounted device under the *Green Energy and Green Economy Act, 2009* with a name plate capacity of greater than 10 kW consisting of photovoltaic panels that collect solar power from the sun.

Solarium

Shall mean a glassed-in **structure** or room projecting from an exterior or *main wall* of a **building** which may be used for sunning, therapeutic exposure to sunlight, or for a use where the intent is to optimize exposure to sunlight.

Source Water Protection Plan

Shall mean the Mississippi-Rideau Source Water Protection Plan, as applicable, prepared

pursuant to the *Clean Water Act, 2006*.

Storage Container

Shall mean: a prefabricated new or used metal container or cargo box designed for the transportation or shipping of goods or for the storage of goods, merchandise or materials and may include a Sea-Can or shipping container but shall not include a *motor vehicle*, a dumpster, or recycling receptacle.

Storage Trailer

Shall mean: any unlicensed trailer, a mobile storage trailer, commercial trailer, or tractor-trailer, whether or not same is mounted on wheels that is used or intended to be used for the storage of goods, merchandise or materials.

Store – see *Convenience Store, retail store, and shopping centre*

Storey

Shall mean that portion of a *building* other than a *cellar, basement, crawl space, or mezzanine level* included between the surface of any floor and the surface of the floor, roof *Deck*, ceiling or roof immediately above it but shall exclude an unfinished *Attic*. Any such space exceeding a *height* of 5 m shall be deemed an additional storey.

Storey, First

Shall mean the storey that has its floor closest to grade and its ceiling more than 1.8m above grade

Street - see *Public Street*

Street or Road Allowance

Shall have a corresponding meaning to that of *public street* or *private road*.

Street Line

Shall mean the limit of the road allowance and is the dividing line between a *lot* and a *public street* or *private road* as shown on a survey, *registered plan* of subdivision, *Condominium* plan, compiled plan or the original plan of the Town of Perth.

Structure

Shall mean anything *erected or constructed*, the use of which requires location on the ground or *attached* to something having location on the ground and, without limiting the generality of the foregoing, includes a *recreational vehicle*, a sign, a fence, a swimming pool, a *deck*, or a dock.

Studio

Shall mean a *building* or part thereof used,

- a) as the workplace of a photographer, artist, artisan, cabinet maker, jewellery crafter, or comparable artist or craftsman, where unique or custom-made articles or goods are fabricated or created and may be offered for sale but does not include any *Industrial*

Use.

- b) for the instruction of art, music, languages or similar disciplines.

Tavern or Roadhouse

Shall mean a "tavern" as defined by the *Liquor License Act*.

Taxi Stand or Dispatch Office

Shall mean lands and/or **premises** where chauffeured passenger automobiles or vehicles licenced as taxis by the Town of Perth are kept for hire and includes any administrative or communications offices for the management and dispatching of such automobiles.

Telecommunication Tower

Shall mean any structure used for transmitting or receiving radio, television, telegraph, or microwave signals.

Temporary Vehicle Shelter

Shall mean a prefabricated temporary, **accessory structure**, usually **Erect or Constructed** with a metal, wood or plastic frame and covered with a tarpaulin or other similar type of fabric or plastic cover, *used* primarily for the storage of a **Motor Vehicle** or other equipment and is designed to be dismantled or removed.

Tourist Establishment

Shall mean **premises** to be used for the purpose of sleeping accommodation on a temporary basis by tourists or vacationers, including an **Inn, hotel, motel**, lodge or **bed and breakfast**, and rental cottage or cabin where more than 3 such rental units occupy the same property, including **accessory Uses** such as dining, meeting and beverage rooms and similar uses.

Townhouse - see **Dwelling, Row house or Townhouse**

Tradesperson's Establishment

Shall mean a building or part of a building which, in addition to or as well as serving as an office, serves as a storage facility for the materials and equipment of, and/or a workshop for the undertaking of repairs, the preparation of materials, or the production of items on a custom order basis by, one of the following tradespersons: heating and cooling systems specialist, cabinet maker, carpenter, chimney sweep, drywaller or plasterer, electrician, exterminator, fence installer, furniture refinisher, general building contractor, glass installer, grounds maintenance person and landscaper, handyman, janitor, mason, painter, plumber, printer, snow plough operator, upholsterer, welder, window cleaner and similar tradesperson whose activities are not otherwise defined in this By-law.

Traffic Circle /Roundabout

Shall mean a road intersection, designed and used as an alternative to a signalized intersection or four-way stop, which is intended to accommodate a more continuous traffic movement around a landscaped island in the center of the intersection, and the boundaries of which shall be determined by and **setbacks** measured from the point(s) at which the intersecting road allowances deflect or widen to accommodate construction of the traffic

circle.

Transfer Station or Recycling Depot

Shall mean a special *waste management facility* which only serves as a temporary storage site for clean materials such as glass, paper, cardboard, plastic, white goods, metal, electronics and other similar products which will be transferred to another location for reuse. This definition does not include any other type of waste management system (See also **Waste Management Facility**).

Transportation Depot or Truck Terminal

Shall mean land, or a **structure** or a **building** where **commercial vehicles** are kept for hire, rental and/or lease, or stored and/or parked for remuneration and/or from which such vehicles are dispatched for hire as common carriers and where such land, **structure** or **building** may be used for the storage and/or distribution of goods, wares, and merchandise.

Trailer

Shall mean a “trailer”, as defined under the Highway Traffic Act R.S.O. 1990, c. H-8 or any amendment thereto or replacement thereof.

Trailer, Commercial

Shall mean a “trailer”, used for the haulage of goods, materials and equipment for industrial, commercial or business purposes, including any vehicle designed for such use and/or customarily drawn by a commercial motor vehicle.

Trailer, Domestic

Shall mean a ‘trailer’, other than a semi-trailer, which is less than 6 m. in length, exclusive of the tongue and hitch, and which is used for the utility needs of a singular household including the hauling of personal **recreational equipment**, property maintenance tools and equipment and goods or materials necessary for residential property maintenance or repair.

Trailer, Semi-

Shall mean a ‘semi-trailer’ as defined under Highway Traffic Act Regulation 618, R.R.O., 1990 Reg 618 or any amendment thereto or replacement thereof.

Unenclosed

When used in relation to an attached or detached porch, deck, or other structure, shall mean open except for a roof, supporting columns, safety railings, screens, curtains, or shades. The word unenclosed shall exclude partial or full solid walls or other solid materials such as glass and synthetic glass substitutes normally intended to provide protection from the elements.

Use (As a verb)

Shall mean anything permitted by the owner or occupant of any land, building or structure, directly or indirectly, or by or through any trustee, tenant, servant, or agent acting for or with the knowledge and assent of such owner or occupant, for the purpose of making use of the said land, building or structure. The phrase “used for” includes “arranged for”, “designed for”, “maintained for” or “occupied for”.

Use (As a noun)

Shall mean any of the following depending on the context:

- a) any purpose for which land, buildings or other structures may be arranged, designated, designed, intended, maintained, or occupied; or
- b) any occupation, business, activity, or operation carried on, or intended to be carried on, in a building or other structure or on land; or
- c) a name of a tract of land or a building or other structure which indicates the purpose for which it is arranged, designated, intended, maintained, or occupied.

Veranda

Shall mean a roofed open gallery or portico **attached** to the exterior of a **building** and at least two sides of which are typically enclosed by the **building**.

Warehouse

Shall mean a **building or structure** or portion thereof used or intended to be used for the **bulk storage** of goods, merchandise, or materials.

Waste Disposal Site -see Waste Management Facility Waste Management Facility

Shall mean a site which is licensed or approved by the Ministry of Environment and Energy and/or its agents where garbage, refuse, domestic or industrial waste, excluding radioactive or toxic chemical wastes is disposed of or dumped. This definition shall include waste transfer stations and recycling depots.

Water Body

Shall mean any bay, lake, river, natural watercourse or canal but excluding a drainage or irrigation channel.

Water Setback

Shall mean, in reference to a water body and watercourse, the horizontal distance between the high-water mark and the nearest building line.

Watercourse

Shall mean a natural or altered drainage channel that contains water either permanently or intermittently, including creeks, streams, and municipal drains pursuant to the *Drainage Act*.

Wellness Centre

Shall mean a *premise* devoted to activities and uses promoting good health and includes the teaching and practice, in both individual and group sessions, of a range of holistic, alternative and integrative natural health practices and may include meditation, acupuncture, shiatsu, massage therapies, yoga, and healthy eating programs, and may include **accessory Uses** such as **administrative offices**, physical fitness rooms, and waiting rooms, directly associated with the **premises**, but excludes a **recreational commercial establishment**.

Wetland

Shall mean lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens.

Lands being used for agricultural purposes, that are periodically "soaked" or "wet", or which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wholesale Establishment

Shall mean any establishment which sells merchandise to others for resale and/or to industrial or commercial users.

Wind Farm

Shall mean a collection of *wind turbines* placed in proximity to each other in one geographic area which are used in combination or operated collectively for the generation of mechanical or electrical energy.

Wind Turbine

Shall mean a Class 1 wind facility under the *Green Energy and Green Economy Act, 2009* with a nameplate capacity less than or equal to 3 kW being a machine designed and used for converting the kinetic energy in wind into mechanical energy or electrical energy.

Wind Turbine, Commercial

Shall mean a Class 2, 3, or 4 wind-facility under the *Green Energy and Green Economy Act, 2009* with a nameplate capacity greater than 3 kW being a machine designed and used for converting the kinetic energy in wind into mechanical energy or electrical energy.

Working Drawings

Shall mean sets of drawings, construction plans, blueprints and specifications necessary to obtain a Building Permit under the *Building Code Act*.

Workshop - see *Custom Workshop*

Work Live Units

Shall be defined as: a business premises with an accessory living space for the business owner/operator where the floor area dedicated to business use is clearly predominant and distinguishable from mixed use space and physically separated from the dedicated residential use space.

Wrecking Yard

Shall mean a *lot* and/or *building* or *premises* where used goods, wares, merchandise, articles, motor vehicles, machinery or parts thereof are processed or sold for further use, dismantled or abandoned. This definition may include a *junk yard*, a salvage yard, a scrap

metal yard, a recycling depot and an **automobile wrecking yard** on the **premises**.

Yard

Shall mean an area of open land between a **main wall** of a **building** and a **lot line** that, except for landscaping or **accessory buildings** and projections specifically permitted elsewhere in this by-law, is unobstructed above grade.

Yard, Front

Shall mean a yard extending across the full width of the **lot** between the **front lot line** and a line drawn parallel or concentric thereto and through the point of the **main wall** of a **main building** closest to the **front lot line**.

Yard, Rear

Shall mean a yard extending across the full width of the **lot** between the **rear lot line** and a line drawn parallel or concentric thereto and through the point of the main wall of the **main building** closest to the **rear lot line**. Where there is no **rear lot line**, the Yard, Rear shall be measured from the intersection of the side lot lines to the closest point of the **main wall** of the **main building**.

Yard, Side or Interior Side

Shall mean a yard extending from the **front yard** to the **rear yard** between the **side lot line** and a line drawn parallel or concentric thereto and through the point of the **main wall** of a **building** closest to the **side lot line**.

Yard, Side Exterior

Shall mean a **side yard** adjacent to a **public street**.

Yard, Side - Interior

Shall mean a side yard other than an **exterior side yard**.

Zone

Shall mean a designated area of land use demarcated on the Schedules attached hereto.

Zone Regulation

Shall mean any provision of this By-law which is listed under the heading "Zone Regulations" and includes anything which is applicable to the zone or use.

Zoning Administrator

Shall mean the officer, employee or such other **person** as may from time-to-time be designated by **Council**, charged with the duty of enforcing the provisions of this By-law.

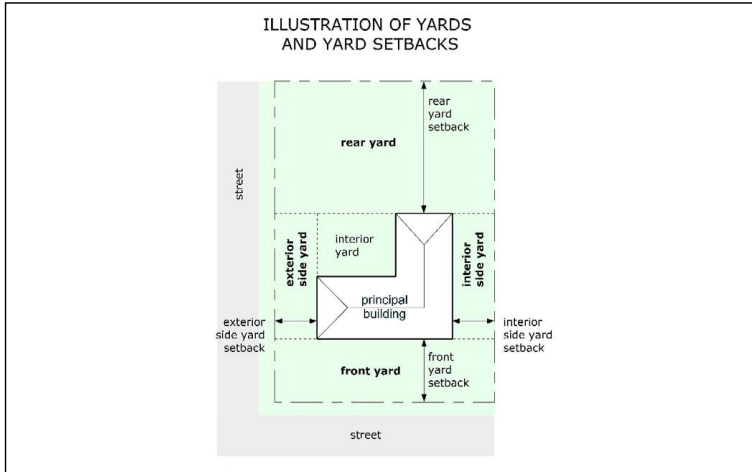


Figure 3: Type of Yards

Section 4. General Provisions

Explanatory Note

The General Provisions section of the By-Law sets out the regulations which apply regardless of the specific zoning. Whereas each zone category stipulates site specific controls corresponding to such items as **permitted uses** and Building location and **height** restrictions, the General Provisions regulations are more general in nature, applying to a variety of uses regardless of zoning.

Accessory Buildings

1. Except as permitted in sentences 2, the minimum distance between free standing **buildings** or **structures** on the same **lot** shall be 2.4m (7.9 ft). The minimum distance measurement shall be taken horizontally from the outermost surface of each **building** or **structure** that faces another **building** or **structure**.
2. Where an elevated platform such as, but not limited to, loading docks, **decks**, **porches**, and balconies are **attached** or abutting and servicing a **building** or **structure**, the minimum distance described in sentence 1 shall be measured from the outermost platform edge of such an elevated platform to any other **building** or **structure** located on the same **lot**.

Table 1 - Zone Regulations for Accessory Uses

Item	All Residential Zones	Non-Residential Zones	Exceptions/Additional Requirements
Minimum Front Yard	Same as principal use or main building	Same as principal use or main building	<ul style="list-style-type: none"> • M1 Zone: 12 m (39.3 ft.) abutting a residential zone
Minimum Exterior Side Yard	<ul style="list-style-type: none"> • 4.5 m (14.7 ft.) 	<ul style="list-style-type: none"> • C1, C1P Zones: 0.0 m (0.0 ft.) • C2 zone: 9 m (29.5 ft.) • C3, C4, C5 Zones: 3 m (9.84 ft.) • M1 Zone: 6 m (19.6 ft.) 	<ul style="list-style-type: none"> • C1, C1P Zones: 9 m (29.5 ft.) abutting a residential zone • C3, C4, M1 Zones: 9 m (29.5 ft.) abutting a residential zone • C5 Zone: 6 m (19.6 ft.) + 1 m for each storey over 2 and

Item	All Residential Zones	Non-Residential Zones	Exceptions/Additional Requirements
		<ul style="list-style-type: none"> • M2 Zone: 7.5 m (24.6 ft.) • I Zone: 7.5 m (24.6 ft.) • WMF: 30 m (98.4 ft.) 	10 m (32.8 ft.) from an Existing dwelling
Minimum Interior Side Yard	1.2 m (3.93 ft.)	<ul style="list-style-type: none"> • C1, C1P Zones: 0.0 m (0.0 ft.) • C2, C3, C4, C5, M1 Zones: 3 m (9.84 ft.) • M2 Zone: 4.5 m (14.7 ft.) one side and 6 m (19.6 ft.) other side 	<ul style="list-style-type: none"> • C1, C1P Zones: 9 m (29.5 ft.) abutting a residential zone • C2, C3, C4, M1 Zones: 6 m (19.6 ft.) abutting a residential zone • C5 Zone: 6 m (19.6 ft.) + 1 m for each storey over 2 and 10m (32.8 ft.) from an Existing dwelling • M2 Zone: add 0.5 m (1.6 ft.) for every 2 m (6.5 ft.) over height of 11 m (36.0 ft.) • Lesser of setback of main building or ½ the height of accessory structure over 4.5 m (14.7 ft.)
Minimum Rear Yard	1.2 m (3.93 ft.)	1.2 m (3.93 ft.)	<ul style="list-style-type: none"> • Minimum setback of 30 cm (11.8 inches) shall apply to eaves, soffit, fascia and roof extension • Lesser of setback of main building or ½ the height of accessory structure when height is over 4.5 m (14.7 ft.)
Maximum Height	4.5 m (14.75 ft.)	Same as principal use or main building	<ul style="list-style-type: none"> • C3 Zone 4.5m (14.8 ft.)

Item	All Residential Zones	Non-Residential Zones	Exceptions/Additional Requirements
Maximum Lot Coverage	Lesser of 10% of <i>lot area</i> or 25% of <i>Floor Area, Ground</i>	Lesser of 10% of <i>lot area</i> or 25% of <i>Floor Area, Ground</i>	<ul style="list-style-type: none"> Lot Coverage included as part of total <i>lot coverage</i>
Bike Rack	Minimum <i>Front Yard</i> R4: 1m	Minimum <i>Front Yard</i> all commercial and institutional zones: 1m	
Carport or Garage - Private	<ul style="list-style-type: none"> Minimum <i>Front</i> or <i>Exterior Side Yard</i>, all residential zones: 6 m (19.6 ft.) for a <i>carport</i> or <i>private garage</i> 0.0 m (0 ft.) <i>interior side yard</i> with a common party wall on a side lot line and 2-ear bays <u>minimum 1 bay on each side of the property line</u> 		<ul style="list-style-type: none"> Maximum 10% <i>lot coverage</i> or <i>ground floor area</i> of 67 m² (721.2 ft²) whichever is less
Garden Suite	<ul style="list-style-type: none"> Minimum <i>Rear</i> or <i>Interior Side Yard</i>: 3 m (9.84 ft.) 		<ul style="list-style-type: none"> Maximum <i>gross floor area</i>: 60 m² (645.8 ft.²).

4.1.1 Provisions for all accessory uses, buildings, and structures

Where a *lot* is devoted to an established *principal* use, *accessory uses, buildings, and structures* shall be *permitted* in all *zones* as set out in the list of permitted *accessory uses* for each specific *zone* and in compliance with Table 1 - Zone Regulations for Accessory Uses and the following:

- a) All *accessory uses, buildings and structures* to a permitted *principal use* shall be located on the same *lot* and in the same

zone as the **principal use or main building**. Where a **lot** has been severed by a public roadway or a natural feature such as watercourse or ravine, such a **lot** may be used for an **accessory use** provided that the **lot** is under the same registered ownership as the **lot** upon which the **principal use** is located.

- b) All accessory uses, buildings and structures must comply with the provisions of the Zoning By-law, regardless of whether a building permit is required or of is not required.
- c) Other than a **warehouse** or storage areas for an **Industrial Use** or a commercial use, or a **private garage**, an **accessory use** located within the same **building** as a **principal use**, should not occupy more than 25% of the **net floor area**, except where expressly permitted herein.
- d) The use of any **accessory building** for human habitation is not permitted except where specifically listed as a **permitted use** (e.g. **accessory dwelling**).
- e) No **accessory building** in a residential zone shall be located within a **front yard** or an **exterior side yard** except that a **private garage** or carport in a Residential Zone may be located in a **front yard** or **exterior side yard** where such garage or carport has a minimum **setback** from the street-line of 6 m.
- f) **Accessory uses, buildings and structures** shall comply with the **zoning regulations** for the **zone** in which they are **permitted** per Table 1 - Zone Regulations for Accessory Uses. If there is no minimum **setback** or other **zone regulation** specified for a **permitted accessory building**, or **structure** then the minimum yard requirement or other **zone regulation** of the applicable **zone** for the **principal use** shall apply. Notwithstanding the preceding, the minimum **setback** for a garage ~~entrance-exit~~ shall be 6 m and for a loading dock shall be 15 m.
- g) Bike racks are permitted in the **front yard** of all Commercial, Institutional and Residential Fourth Density Zones provided that the bike rack and the associated bicycle storage space is setback a minimum of 1 m from the **lot line**.
- h) **Accessory dwellings** shall conform to the **setback** requirements of the main **permitted use(s)**.
- i) Except where permitted in a specific zone, an **accessory building** or **structure** shall not exceed the maximum **height** specified in Table 1 - Zone Regulations for Accessory Uses.
- j) Notwithstanding any minimum yard requirement **detached** garages or carports with two or more vehicle parking bays may be located with the dividing wall or supports separating the parking

bays mutually centered on a common **side lot line**.

- k) The area covered by **accessory buildings, structures** and **uses**, excluding unenclosed in-ground swimming pools, shall be included in the calculation of **maximum lot coverage**. The total **lot coverage** of all **accessory buildings** and **structures**, except as otherwise provided for within a specific zone or zone category, shall not exceed 10% of the **lot** or 25% of the **floor area** of the **principal building(s)** on a **lot**, whichever is less (also see definition of **Maximum Lot Coverage**).
- l) An **accessory building** or **structure** may be used to house or shelter **domestic pets**.
- m) An **attached deck** shall be treated as part of the **principal building** when applying zoning regulations and is only an **accessory structure** if it is **detached**.
- n) Except where specifically permitted, animal husbandry or breeding domestic animals, livestock, or other animals, is not permitted in any residential zone.
- o) Despite paragraph 4.1.1 c) above, a shoreline **structure** such as a **marine facility** dock or wharf, pumping station or pump house may be located in any yard, where a **lot** abuts a navigable waterway, provided that the approval of any governmental authority having jurisdiction has been obtained and provided that the **marine facility**, dock or wharf is located not closer than 1 m (3.28 ft.) to the nearest adjacent **lot line** and does not encroach on adjacent **frontage** when the **lot** boundaries are extended into the water.
- p) A **private garage** or car port shall not exceed a **floor area** or footprint of 67 m² (721 ft²) or a maximum **lot coverage** of 10%, whichever is less, except that, in any case a **floor area** or footprint of 20 m² shall be permitted.
- q) No **accessory building or structure** shall be located closer than 1.2 m (3.93 ft.) to an **interior side lot line** or to a **rear lot line** and a minimum **setback** of 30 centimetres (1 ft.) shall apply to all **eaves**, soffit, fascia or roof extensions. Any **accessory structure** exceeding a **height** of 4.5m (14.75 ft.) shall have a minimum **setback** from an **interior side lot line** or **rear lot line** equal to half the **height** of the **building** or the minimum **setback** required for a **principal building** on the **lot**, whichever is less. Except where specifically permitted, no **accessory building** shall be located within 4 metres (13 ft.) of the intersection of a **Driveway** with a **street-line**.

Accessory Buildings Prior to Erection of Main Building

- r) No **accessory building** shall be **erected** prior to the erection of the **main building** on a **lot**, except where it is necessary for the storage of the tools, and materials for use in connection with the construction of the **main building or structure**, and no such **accessory building** shall, prior to the erection of the **main building**, be used for any purpose other than storage and shall not exceed a **floor area** or footprint of 20 m² on a **lot** zoned for residential use or 30 m² on a **lot** zoned for commercial or **Industrial Use**.
- s) A **green roof** is a permitted **accessory use** in any zone
- t) *See current Sign-By-law, as amended from time to time.*
- u) **Swimming Pools** – See current Swimming Pool By-law, as amended from time to time.
- v) **Legal non-conforming uses** shall be permitted to have **accessory uses** in compliance with the provisions in this section of this By-law and the **zone regulations** of the applicable **zone**.

Yard Sale

- w) A yard sale is a permitted, occasional **accessory use** in a residential zone and is for the sale of excess goods and materials no longer of use to the household. A yard sale is not permitted as a home-based business and shall not be operated in the same manner as a home- based business. Yard sales may be held up to four days in a calendar month and up to a maximum of twelve (12) days per year.
- x) Where there is conflict between Table 1 and the provisions found in subsection 4.1.1 with subsection 4.35 Permitted Projections, the requirements found in subsection 4.35 shall prevail.

4.2 Additional Residential Unit

Notwithstanding any provision of this By-Law to the contrary, where a single detached, **semi-detached , row house or townhouse** is permitted as a principal use in a zone, a maximum of two **additional residential** units, as herein defined, are permitted on the same **lot** in accordance with the following provisions:

- a) A maximum of two (2) additional residential units (ARUs) shall be permitted per property. Up to a maximum of two (2) ARUs may be permitted within a principal residential dwelling. One (1) ARU may be permitted within an accessory structure, provided there is only a maximum of 1 ARU in the principal dwelling.
- b) The **additional** residential unit shall comply with the provisions of the *Building Code Act*;

- c) The **additional** residential unit shall be connected to the same water supply and sewage disposal system as the principal dwelling;
- d) Additional residential units shall not be permitted within lands identified as having Environmental Protection (EP) zoning.
- e) The gross floor area of an ARU shall not exceed the gross floor area of the principal residential use.
- f) The **additional** residential unit shall share the **driveway** entrance to the **lot** with the principal dwelling, except for a **corner lot** which has **frontage** on two open and maintained public roads;
- g) The subject property shall comply with the minimum lot area and minimum lot frontage requirements of the zone and shall have frontage on an opened and maintained year-round public road. For the sake of clarity, additional ~~dwelling-residential~~ units shall not be permitted on private roads.
- h) Each **additional dwelling** unit shall have one **parking space** that is provided and maintained for the sole use of the occupant;
- i) The **parking space** shall be demonstrated as a usable **parking space**, that is space that is clear and accessible;
- j) The **parking space** provided and maintained for the sole use of the occupant of an **additional residential unit** may be a tandem **parking space** (defined as being a **parking space** that can only be accessed by passing through another **parking space** from a street, **lane** or **driveway**).
- k) An **existing accessory structure** that complies with all zoning provisions may be partially or fully converted to an **additional residential unit**, except that no **habitable room** window shall face an interior side lot line or rear lot line unless the **existing accessory building** conforms to the minimum side lot line and rear lot line setbacks required for the principal dwelling;
- l) A new **accessory building** may be **constructed** as an **additional dwelling unit** provided that it conforms to all applicable provisions for the principal dwelling, including but not limited to setbacks and **lot coverage**;
- m) The maximum permitted **height** of a new **Additional residential unit** in an accessory building shall be 4.5m (14.7 ft); The **additional** residential unit shall be included in the calculation of **lot coverage**.
- n) An **additional residential unit** is not permitted as a second storey to an **existing** or new **accessory structure**.

4.3 **Amenity Space**

Notwithstanding any other provisions in this by-law to the contrary, an **amenity space** shall be provided at a minimum of 9 m² per **dwelling unit** for an apartment **building** of more than 10 units.

4.4 **Auto Services Stats, Gas Bar, Automobile Washing Establishment**

Despite any other provisions contained in the By-law, for all zones within which an **auto service station**, gas bar, and/or automotive washing establishment is permitted the following shall apply:

- a) Minimum **lot frontage** on any street 36.5 m (119.7 ft.)
 - b) Minimum **front yard** 9 m (29.5 ft.)
 - c) Minimum **exterior side yard** 9 m (29.5 ft.)
 - d) Minimum interior side yard non-residential 3 m (9.84 ft.)
Minimum interior from a residential use 6 m (19.6 ft.)
 - e) Minimum rear yard 5 m (16.4 ft.)
 - f) Minimum setback from an overhead **canopy** to any **lot line** notwithstanding paragraphs a) through g) 2 m (6.56 ft.)
 - g) Minimum setback of any pump island from any **lot line** notwithstanding paragraphs a) through g) 6 m (19.6 ft.)
- No **canopy** shall project over a street **entrance-exit** or **driveway** or within 4.5 m of a **lot** with a residential use.
- h) Minimum width of a single entrance or exit 3.5 m (11.5 ft.)
 - i) Minimum width of a combined entrance and exit 7 m (22.9 ft.)
 - j) Maximum width of a single entrance or exit: 5 m (16.4 ft.)
 - k) Maximum width of a combined entrance and exit 9 m (29.5 ft.)
 - l) Minimum distance between any two entrances and/or exits 6 m (19.6 ft.)
 - m) Minimum distance between an entrance or exit or a combined entrance and exit and the intersecting street lines on a **corner lot** 6 m (19.6 ft.)
 - n) Minimum number of **entrances/exits** 2
 - o) Minimum setback of any above ground **bulk fuel storage** tank from any **lot line** subject to paragraph r) 10 m (33 ft.)
 - p) Minimum setback between a **car wash** and any residential **lot line** 20 m (65.6 ft.)
 - q) All fuel storage tanks above or below ground for any fossil fuels or propane shall comply with the Technical Standards and Safety Act,

2000, the Ontario Propane Code and the Gasoline, Liquid Fuels Handling Code and no Building Permit shall be issued without the prior approval of any equipment or fuel storage facilities by the Technical Standards & Safety Authority.

- r) a baffle, curb or other traffic barrier at least 0.30 m (0.98 ft.) high shall be installed between the vehicle **parking area**, service and **access lanes** and the street lines so as to prevent vehicles from entering or leaving the property other than by way of the entrances and exits provided in this section.

4.4.1 Separation of Car Wash from Residential Zone

Where an **automobile washing establishment** abuts a Residential Zone, the following requirements will apply:

- a) Despite any other requirements of this By-Law for a **lot** abutting lands zoned for residential use, a drive-through mechanical **automobile washing establishment** shall not be permitted on any **lot** having a **lot area** of less than 3,000 m² (0.74 ac.) and shall not be located closer than 20 m (65.6 ft.) to any **lot line** abutting such Residential Zone;
- b) No washing or drying operations will be permitted except within the **building** designed for the purpose of the **automobile washing establishment**;
- c) For a drive-through mechanical **automobile washing establishment**, the **building** shall be so designed that drying machinery and equipment within the **building** is furthest removed from the **lot line(s)** abutting a residential zone, and that cars exiting the **building** do so also from the side of the **building** which is furthest removed from the **lot line(s)** abutting a residential zone.
- d) A landscaped area of not less than 3 m (9.84 ft.) in depth from the **lot line(s)** which abut lands which are zoned for residential use shall be used for no other purpose than landscaping, including the planting of trees and shrubs and the erection and maintenance of screening, walls and fences.

4.4.2 Required Vehicle Queue Space

On **lots** where a mechanical, drive-through **automobile washing establishment** is to be **erected**, off-street vehicle service **queue spaces** shall be provided in accordance with the following provisions:
Required number and location of **queue spaces**:

Type of car wash	Before each wash Bay	After each wash bay
conveyor type	10	2
automatic type	7	2
Manual type	4	1

4.4.3 Landscaping

Where any **lot** which is used or intended to be used for the purpose of an **auto service station** adjoins a street, then a strip of **landscaped open space** of a minimum width of 1.5 m (4.92 ft.) shall be provided along any **lot line** abutting a street and the said **landscaped open space** shall be continuous except for **aisles** or **driveways** required for **access** to the **lot**.

4.5 Bed and Breakfast Establishments

A **bed and breakfast establishment** is permitted as an **accessory** use within a **single-detached** in a Residential Zone, the Neighbourhood Commercial (C3) Zone, or the General Commercial (C1) Zone subject to the following requirements:

- a) The operator shall be residing on the **premises**.
- b) The maximum number of **guest rooms** shall be 4
- c) Parking on the property shall meet the minimum required for the residential use and additional spaces shall be provided per the provisions of subsection 4.33, particularly articles 4.33.4 through 4.33.9, when applicable, and subsection 4.34 and the required **parking spaces** shall be in place prior to occupancy of the **bed and breakfast establishment**. No more than two **parking spaces** in the **front yard**.
- d) **Bed and Breakfast Establishments** shall be subject to the **home based business** regulations of Subsection 4.18 of this By-law except the provisions of this section shall prevail in the event of a conflict.
- e) No new **bed and breakfast establishment** shall be permitted on an abutting **lot** or the same side of the street within 60 m (196.8 ft.) of an **existing bed and breakfast establishment** measured from property line to property line
- f) A **lot** in a residential zone shall have **frontage** or an **exterior side yard** on: Drummond Street, Wilson Street West, Gore Street, North Street or Craig Street.

- g) Any landscaping and screening measures required under this By-law have been established or installed.
- h) The **lot** and **buildings** shall comply with any applicable requirements of the Town of Perth Property Maintenance and Occupancy Standards By-law.
- i) A **bed and breakfast establishment** shall obtain and comply with any licensing by law established by the municipality

4.6 Buildings to be Moved

No **building** or **structure** shall be moved within the limits of the Municipality, or shall be moved from outside the Municipality into the Municipality, unless the **building** or **structure** is a **permitted use** and satisfies all the requirements of the zone in which it is to be located, and a permit has been obtained from the **Chief Building Official**.

4.7 Canals or Water Diversion

No canal shall be **constructed**, extended or water course **altered** without the prior approval of the Rideau Valley Conservation Authority and, if applicable, the Ministry of the Environment, Conservation and Parks or the Ministry of Natural Resources and Forestry.

4.8 Cannabis Production and Processing

Notwithstanding any other provision of this By-law, any **Cannabis** Production and Processing shall be subject to the following provisions:

- a) No lands, **building** or **structure** or portion thereof used for **Cannabis** Production and Processing purposes that is equipped with **air treatment control** situated in the Restricted Industrial Zone (I1) and General Industrial (I2) zones may be located no closer than 70 meters to any Residential Zone, Institutional Zone, or Open Space Zone;
- b) No lands, **building** or **structure** or portion thereof used for **Cannabis** Production and Processing purposes that is equipped with **air treatment control** situated in the Restricted Industrial Zone (I1) and General Industrial (I2) zones may be located closer than 150 metres to any Residential Zone, Institutional Zone, or Open Space Zone;
- c) A **building** or **structure** used for security purposes for **Cannabis** Production and Processing may be located in the required **front yard** and does not have to comply with the required minimum **front yard**, side yard, and rear yard
- d) Outdoor storage is prohibited on the property in which the **Cannabis** Production and Processing is located;
- e) **Cannabis** Production and Processing shall only be permitted within the zones as explicitly indicated in this Zoning By-law;

- f) All **development** in relation to the establishment of or expansion to a **Cannabis** Production and Processing shall be subject to Site Plan Control.
- g) **Cannabis** Production and Processing facilities will require 1 **parking space** for every 90 square metres of usable **floor area**.
- h) A **building** or **structure** used for security purposes for a **Cannabis** production facility may be located in the **front yard** and does not have to comply with the required minimum **front yard** setback;
- i) **Loading spaces** for a **Cannabis** production facility must be in a wholly enclosed **building**;
- j) All uses and activities associated with the **Cannabis** production facility, including growing, must take place entirely within a **building**.

4.9 Cannabis Retail Store or Dispensary

AGCO Setback Requirements as per Ontario Regulations 468/18. The AGCO is the provincial authority that licences **Cannabis** retail operators, authorizes **Cannabis** retail locations, and licenses senior store staff. Municipal governments have no licensing authority. The AGCO regulates and reviews all aspects of the retail operation including municipal and public input, and whether the proposed store location is consistent with the public interest as defined in the regulations.

The provincial government has committed to allowing private recreational **Cannabis retail stores** throughout Ontario starting April 1, 2019. As recreational **Cannabis** is a legal, controlled and regulated product, **Cannabis** stores will be considered like any other type of retail and, as such, no zoning changes are needed.

The AGCO will have a 15-day window for public and municipal government comments for each store site proposed by an approved operator. The legislation provides that municipal comments should focus on whether a proposed storefront location is in the public interest, as defined in the regulation. In the regulation, public interest is defined as public health or safety, protecting youth and eliminating the illegal market.

A **Cannabis retail store** cannot be located near a school or private school, as defined in the Education Act, if the proposed **retail store** is less than 150 metres away from the property line of the school or private school. This will be determined as follows:

- 1) When the school or private school is the primary or only occupant of a **building**, 150 metres shall be measured from the property line of the property on which the school or private school is located.
- 2) When the school or private school is not the primary or only occupant of a **building**, 150 meters shall be measured from the boundary of any

space occupied by the school or private school within the **building**.

4.10 Change of Use

A use of **lot**, **building** or **structure** which, under the provisions hereof, is not permissible within the zone in which such **lot**, **building** or **structure** is located, shall not be changed except to a use which is permissible within such zone or where approved by the Committee of Adjustment and a permit has been obtained from the **Chief Building Official**.

4.11 Cumulative Standards

- a) Despite anything contained in this By-Law, where any land, **building** or **structure** is used for more than one purpose, all provisions of this By-Law relating to each use shall be complied with. In the case of a conflict between provisions, the most stringent provisions shall apply.
- b) When a **building**, **structure** or **lot** accommodates more than one use, the **delivery space** requirements, **loading space** requirements and **parking space** requirements for such a **building**, **structure** or **lot** shall be the sum of the requirements for the separate uses thereof, unless exempted elsewhere in this By-Law.

Example of cumulative standards: where a **lot** is to be developed for a commercial use and an accessory dwelling, the number of **parking spaces** required would include the combined total of those for the commercial use plus those for the dwelling.

4.12 Established Building Line

Notwithstanding the yard and setback provisions of this By-Law to the contrary, in any residential Zone, where there is an established **building line** extending on both sides of the **lot**, such permitted **building** or **structure** may be **erected** closer to the street line than required by this By-Law provided such permitted **building** or **structure** is not **erected** closer to the street line than the established **building line** on the date of passing of this By-Law but in no case shall the setback be less than:

- 3m (9.8 ft) from the front or **exterior side lot lines**; or
- 6m (19.6 ft) from the front or **exterior side lot lines** for a garage or car port.

4.13 Fences

See the Town of Perth Fence By-law, as amended from time to time

4.14 Frontage on and Access to a Public Street and Exemptions

4.14.1 Public Street

No **building** or **structure** shall be **constructed** or placed in any zone

unless the **lot** upon which such **building** or **structure** is to be **erected** has the minimum **frontage** on a **public street** (developed in accordance with municipal standards) as per the requirements of the respective zone within which the **lot** is situated or is a legal non-complying existing **lot**.

4.14.2 Exemptions

The requirements for **frontage** on a **public street** shall be exempted for the following circumstances:

- a) For a public utility.
- b) For a private utility or **communications facility** with right-of-way access
- c) For any passive outdoor recreational use or activity (e.g. recreational trails or similar activities).
- d) For a **permitted use** in a registered **condominium** where the design includes **access** to an improved **public street** and the **condominium** agreement provides for the ongoing year-round maintenance of any internal, **private road, lane, driveway**, or right-of-way that connects **parking spaces** or areas to an improved **public street**;
- e) For a commercial property where **access** to an improved **public street** is ensured by way of a permanent right-of-way or **easement** to a mutual entrance or over a private **lane** or **driveway**.

4.14.3 Lands Subject to a Subdivision or Access Agreement

- a) Despite subsection 4.14.1 Public Street, where a maintenance or subdivision agreement and/or a pre-servicing agreement exists between the municipality and a land owner(s) and is registered on title, **frontage** on an unopened, un-assumed, or un-maintained **public street** shall be deemed to conform to the provisions of this section, provided that such **frontage** is in conformity with the zone regulations set out in the corresponding zone or any exception thereto.
- b) Despite subsection 4.14.1 Public Street, where an agreement has been entered into with the Municipality for **access** via an unopened road allowance or a closed road allowance is registered on title and provides an **easement** or **access** rights to an existing **lot** which is developed or intended to be used for a **permitted use**, such uses shall be deemed to comply with the **access** provisions of this By-law.

4.14.4 Frontage on a Provincial Highway

In addition to all the municipal requirements, any **development** adjacent to a **provincial highway** is also subject to the requirements and permits of the Ministry of Transportation.

4.15 Garden Suite

Subject to the passing of Site-Specific Temporary Use By-Law under Section 39 of the Planning Act, one **garden suite** shall be permitted as an **accessory** use to a permitted, single-detached or **Semi-detached** dwelling provided:

- a) The **lot** meets the minimum **lot area** of the applicable zone.
- b) That the maximum **height** of the **garden suite** is one storey up to 5 m (16.4 ft.)
- c) that the **garden suite** is located in a rear or interior side yard and shall meet the zone regulations for **building separation** and **lot coverage** in the zone in which the **garden suite** is located and is set back a minimum of 3 m (9.8 ft.) from any rear lot line.
- d) A **garden suite** shall only be permitted where the owner of the property has entered into an agreement with the municipality under the Municipal Act to register the name(s) of the occupant(s), to govern the appearance and maintenance of the dwelling and its removal when the dwelling has been vacated, the occupant(s) die, or the temporary use By-Law expires, whichever is applicable.
- e) A **garden suite** shall comply with the Building Code for year-round occupancy.

4.16 **Group Homes**

- a) Type "A" Group Homes may be a permitted use in all zones in which a residential use is permitted. Type "B" Group Homes shall be permitted subject to a site-specific Zoning By-law amendment.
- b) All **group homes** shall be registered under the provisions of the Municipal Act and this registration shall be completed prior to the establishment of any such facility. At the time the **group home** is proposed to be established the sponsoring agency, group or **persons** shall furnish the following information:
 - the type and location of the **group home** proposed;
 - the number of residents;
 - the name of the licensing or approval agency within the province and proof of licensing or approval or financing;
 - plans for parking including visitor parking; and
 - architectural information pertaining to the facility.

4.17 **Height Exceptions**

- a) The **height** regulations set out in this By-Law shall not apply to any of the following:
 - i. Air conditioning system
 - ii. Chimney
 - iii. Church spire or belfry
 - iv. **Communications Facility**
 - v. Drying tower
 - vi. Elevator or stairway enclosure
 - vii. Enclosed mechanical and electrical equipment
 - viii. Farm buildings and **structures** such as a barn, silo or wind turbine

- ix. Flagpole
 - x. Hydro electric transmission tower
 - xi. Lighting standards
 - xii. Lightning rods
 - xiii. Mechanical equipment penthouse occupying less than twenty-five percent (25%) of the area of the roof of the building on which it is located
 - xiv. Ornamental dome, cupola, turret or tower
 - xv. Receiving and transmitting antenna
 - xvi. Receiving stations and communications or cellular towers
 - xvii. **Satellite dish/receiver**
 - xviii. School gymnasium
 - xix. Solar panels or **solar collector**
 - xx. Theater or cinema **auditorium**
 - xxi. Ventilating fan or skylight
 - xxii. Water storage tower or tank
 - xxiii. **Wind Turbine/commercial wind turbine**
 - xxiv. The minimum **setbacks** in all directions for a **communications facility**
- b) Shall be the equivalent of the **height** of the tower except where such facility is authorized and/or approved by Industry Canada

4.18 Home Based Businesses

Despite any other provisions contained in this By-Law, for all residential zones within which **home based businesses** are permitted, the following provisions shall apply:

4.18.1 Scope of Permitted Home Based Businesses

The following uses shall be permitted in any zone where a home-based business is permitted:

- a) professional and consulting services (examples: architect, financial advisor, accountant, consultant, legal services, physician, teleworking, surveyor);
- b) instructional services (examples: music lessons, dance, art and academic tutoring) with a limit of 5 pupils;
- c) home craft businesses (examples: quilting, pottery, jewelry, visual arts, woodworking, small scale assembly);
- d) A home day care or unlicensed childcare as regulated under the Child Care and Early Years Act;
- e) Distribution sales offices or mail order sales; or on-line sales and services of articles suitable for small parcel delivery, including but not limited to cosmetics, clothing, crafts, small household appliances,

and provided the product or service delivery is primarily from an off-site non residential location.

- f) offices for contractors and trades (examples: plumbing, heating, electrician);
- g) repair services including but not limited to small appliances, computers, and musical instruments, and not uses identified in subsection 4.18.2;
- h) high technology uses including but not limited to internet services, office support or call center services, desk top publishing, and computer hardware and software development;
- i) a taxi service where limited to no more than two licensed taxis;
- j) personal care services (examples: hairdressing/cutting, massage therapist, esthetician).
- k) **Pet grooming establishment**, but not including overnight keeping of animals.
- l) A **catering establishment** but not including on-site food consumption.
- m) A Studio.
- n) Bed and Breakfast

4.18.2 Prohibited Uses

Prohibited uses include a retail or wholesale store, **clinic, restaurant**, nursing or convalescent home, adult entertainment parlour, video rental outlet, an automotive use including mechanical repairs and body work. The incidental and limited retailing of products specifically fabricated on site shall be permitted. Products sold by a distributor (distribution sales) shall be permitted provided there is no on-site storage.

4.18.3 Regulations for Home Based Businesses

- a) The **home based business** shall be clearly **accessory** to the main permitted residential use and shall be operated by the owner or occupant residing in the dwelling
- b) The home-based business shall not create nor become a public nuisance with regard to noise, traffic, parking, or health and safety.
- c) Except where expressly permitted, home-based businesses shall not be permitted in an **accessory building** or **structure** unless

permission has been granted by the Committee of Adjustment where it has been determined that the impact of proposal on neighbouring properties is deemed to be minor and the proposal complies with the Ontario Building Code.” There shall not be more than two (2) home-based business conducted within any one **dwelling unit**

- d) The parking required per subsection 4.33.6 shall be provided on-site before the business commences
- e) The home-based business(es) shall cumulatively not occupy a **floor area** equivalent to more than 25 % of the **net floor area** of the **dwelling unit** or a maximum of 47 m² (505.9 ft.²) whichever is less. The home-based business(es) shall not occupy a cumulative **floor area** equivalent to or more than 47 m² (505.9 ft.²) of an accessory structure.
- f) Any machinery or equipment used shall be comparable to the tools customarily used in a domestic household, used by an artist or artisan or used in the office of a dentist or physician; shall not cause noise, odour, or dust impacts on adjacent residential uses; shall not require the installation of dedicated ventilation equipment, shall exclude welding equipment, and shall not interfere with television or radio signal reception on adjacent properties.
- g) No outdoor storage shall be permitted.
- h) The **home based business(es)** shall be legal with regard to any necessary permits or licenses, and regulations from the **Corporation** and any other applicable government body having jurisdiction. Proof of required permits and licenses shall be filed with the municipality annually and will be deemed to expire on the 31st of December of each calendar year and shall be renewed or resubmitted no later than the last business day in the month of January.

4.18.4 Employees, Hours and Parking for Home Based Businesses

- a) The home-based business shall not employ more than two (2) employees to work on-site who do not reside therein.
- b) Not more than 15% of the **lot area** shall be used for parking, and off-street parking shall not be accommodated on a front lawn or yard (See also 4.18.3 b) and e)). The maximum number of home-based business related **parking spaces** permitted on a **lot** shall be four (4) including one per employee and spaces required for the business use shall be per Subsections 4.33 and 4.34. Such **parking spaces** shall be in addition to the **parking spaces** required for the residential use.

- c) The business shall not generate excessive traffic by regularly attracting parking demand in excess of the on-site parking and any permitted parking on the street immediately in front of the host property and shall not create a traffic hazard.
- d) All deliveries to the business shall take place on the same **lot** as the home-based-business, and in no case shall any on-street delivery be permitted.
- e) There shall not be more than two (2) commercially licensed vehicles parked at any one time on the property of the home-based business and any **commercial vehicles** or trailers used for the home-based business shall be parked behind the front **building** line.
- f) The home-based business shall maintain reasonable hours of business and shall be subject to full compliance with the Municipality's Noise By- Law.
- g) The **home based business** shall not receive clients or deliveries between the hours of 21:00 h and 07:00 h.

4.19 **Illumination**

Illumination of **buildings, structures** and grounds shall be permitted provided:

- a) Illumination shall not cause direct or indirect glare on a street that may interfere with traffic or pedestrian safety.
- b) Illumination shall not consist of a colour or be so designed or located that it may be confused with traffic signals.
- c) Illumination shall not cause direct or indirect glare on neighboring land or **buildings** in a residential zone.

4.20 **Keeping of Animals**

No animals other than household pets shall be kept in any zone except in association with a permitted kennel, **animal hospital** or **animal shelter**.

4.21 **Kennels and Animal Shelters**

- a) A **commercial or boarding kennel** shall only be permitted in an Industrial or Highway Commercial Zone.
- b) Private Kennels shall be permitted only by site specific zoning amendment.
- c) The minimum separation distance between a kennel and any **existing** residential dwelling or any **lot** in a residential zone shall be 200 m (656 ft.).

4.22 Land Suitability for Use

Despite any other provision of this By-Law, no **habitable building** or **structure** shall be, **erected, altered or used** on land which, by reason of its rocky, low lying, marshy, unstable character or which is located or may be located on organic soil, unless:

- a) The proponent or applicant for **development** can demonstrate through professionally acceptable engineering techniques that the physical constraint can be mitigated or overcome, and
- b) That the proposed **development** complies to the provisions of Subsections 4.13 and 4.14 of this By-law, and
- c) That the requirements of the *Ontario Building Act* with respect to **construction** can be met.

4.23 Landscaped Open Space, Planting Strips and Visual Buffer Strip

Despite any provisions to the contrary, on lands within the Open Space or Environmental Protections Zones, the area on any **lot** not legally used or required for **buildings** or **structures**, parking or vehicle access, or outdoor storage and outdoor display areas or another **permitted use**, shall be maintained as **landscaped open space** and the following specific provisions shall apply:

- a) Planting Strip or **Visual Buffer** Required.

Where, in any zone, a **parking area** comprised of, or required to have, more than four (4) off-street **parking spaces** abuts an **existing** residence or a **lot** in a residential zone, or where any **lot** in an Industrial or a Commercial Zone abuts an **existing** residence or a **lot** in a Residential Zone, then a continuous **landscaped open space** having a minimum width of 4.5 m (14.7 ft.) shall be provided along the abutting **lot line** of the **lot** and shall include a screening planting strip or visual **buffer strip**. Where the visual **buffer strip** is comprised of a solid wood or other opaque fencing a minimum of 1.8 m (6 ft.) high, the required **landscaped open space** for a **parking area** may be reduced to a width of 1.8 m.

In any case, a **parking area** for more than four vehicles or any parking lot for a commercial use, vehicle storage or vehicle display area shall maintain a **landscaped open space** strip 1 metre wide adjacent to any road allowance or any portion of a **lot line** not used for entrances, **lanes**, vehicle or pedestrian **access** facilities.

A continuous strip of **landscaped open space** a minimum of 4.6 m (15 ft.) in width shall be provided along the side and/or rear lot lines of any **lot** which is occupied by an **apartment dwelling** over three (3) storeys in **height** except that where such **lot** abuts any R1, Zone Category the width of the **landscaped open space** strip shall have a minimum width of 6 m (19.7 ft.).

In any case, the width may be reduced to 1.8 m (6 ft.) where a planting strip or visual **buffer strip** is included.

b) Height of the Planting Strip or Visual **Buffer Strip**

The required height of a planting strip or visual **buffer strip** shall not be less than 1.75 m (5.75 ft.) and shall be measured in relation to the edge of the adjacent area to be screened. In such cases where the **established grade**, of the location at which the screen is to be created is less than the **established grade** of the edge of the adjacent area, the required height of the screen shall be increased in an amount equal to the difference in elevation. In the event that the **established grade** of the location at which the screen is to be created is greater than the **established grade** at the edge of the adjacent area, then the required height of the planting strip or visual **buffer strip** may be reduced an amount comparable to the difference in elevation but, in any case, shall be a minimum height of 1 m (3.28 ft.).

Where a visual buffer or screen is required, it should provide a minimum of 80% view obstruction starting not more than 10 cm above grade and extending not less than 1.6 m (5.5 ft.) above grade or as otherwise specified herein.

c) Interruption of **Landscaped Open Space** for **Driveways, Lanes** or Pedestrian Walks

In all cases where entrances, **driveways, lanes** or pedestrian walkways exist or are necessary for ingress or egress to a **lot** or portion thereof, they shall be permitted to extend through, and interrupt any required, **landscaped open space** but opaque gates shall be used where such features interrupt a required planting strip or **buffer strip**.

d) Merchandise in Landscaped Areas

No commodity, merchandise, stock in trade or other article of trade or commerce shall be placed, maintained or allowed to remain at any place within a required minimum landscaped planting strip or visual **buffer strip**.

e) Residential **Front Yards**

In any residential Zone at least 50% of the **front yard** shall be devoted to **landscaped open space**, (also see 4.28 - Lot Coverage – Impervious Surfaces). Where parking is permitted in a **Front Yard**, if there is a conflict between the minimum parking requirement per Subsections 4.33 Parking and Storage of Motor Vehicles, Bicycles – Drive Through Services and 4.34 Parking Requirements Table and this provision, the minimum parking requirement shall prevail. However, if there is a conflict between this provision and the maximum design provisions, e.g. maximum **driveway**

width, the landscaping requirement shall prevail.

- f) **Landscaped Open Space and Lot Area Calculations**
Any land used for **landscaped open space** shall be included in any calculations of **lot area**, yard requirements, housing **density** etc. as set out in this By-Law.
- g) **Existing Vegetation and Planting Conditions**
Existing vegetation, in the form of mature trees and shrubs, shall be preserved within a required **landscaped open space** and on any lands in any zone to the maximum extent possible consistent with the siting of a **building or structure** and any minimum required yards or setbacks on such lands.

The selection of plant varieties shall be based on regional climatic conditions, constraints of location, effectiveness in screening adjacent properties, resistance to disease and insect attack, cleanliness and ease of maintenance. Planting materials shall be installed using acceptable horticultural practices and planting materials shall consist of healthy nursery stock.

All required plant materials shall be maintained in a healthy condition and wherever necessary replaced with new plant materials to ensure continued compliance with landscaping requirements. All required fences and walls shall be permanently maintained in good repair and presentable appearance and wherever necessary they shall be repaired or replaced.

- h) **Site Plan Control**
The provisions for **landscaped open space** or planting strips or visual **buffer strips** as set out in this Section, are minimum requirements and shall not be deemed to limit the **Corporation's** authority to impose other landscaping measures through the site plan control process.
- i) **Landscaping Requirements Prevail**
In any zone, where there is a conflict between a minimum yard or setback requirement and the minimum width of a **landscaped open space** area, planting strip or visual **buffer strip** required under the provisions of this subsection, then the landscaping provisions of this subsection shall prevail.

4.24 Licenses, Permits, and Other By-laws

Nothing in this By-Law shall exempt any **person** from complying with requirements of the **Building By-law** or any other By-Law in force within the Municipality or from obtaining any permit, license, permission, authority or approval required by this or any other By-Law of the Municipality. When the regulations or requirements of any department of Government impose greater restrictions imposed by this By-Law, then the greater restrictions shall apply.

4.25 Loading/Delivery Space Requirements

For every **building** or **structure** hereafter **erected** for a commercial use, **Institutional Use** or **Industrial Use**, involving the frequent shipping, loading or unloading of, wares, merchandise or other goods, loading/delivery facilities or spaces in accordance with the following zoning regulations:

- a) Minimum **loading / delivery space height** clearance 4.25 m (13.9 ft.)
- b) Minimum **loading / delivery space** width 3.75 m (12.3 ft.)
- c) Minimum **loading / delivery space** length 90° to building 12 m (39.4 ft.)
- d) Minimum **loading / delivery space** length parallel to building 14 m (45.9 ft.)
- e) Minimum **aisle, lane, or driveway** width leading to a **loading / delivery space**: 6 m (19.6 ft.)
- f) Minimum setback between any required **loading / delivery space** and any **lot line** 3 m (9.8 ft.)
- g) Minimum setback between the side of an **aisle, lane, or driveway** leading to any required **loading / delivery space** any **lot line** 3 m (9.84 ft.)
- h) Minimum number of **loading / delivery spaces**:
 - i. for **net floor area** less than 350 m² (3,767.4 ft.2)
 - ii. for **net floor area** over 350 m² to 2,500m² (3,767.4 ft.2 – 26,910.6 ft.2)
 - iii. for **net floor area** over 2,500 m² to 7,500 m² (26,910.6 ft.2 – 80,731.9 ft.2)
 - iv. for **net floor area** over 7,500 m² (80,731.9 ft.2)
- i) Despite preceding paragraph h), a use that creates or needs a **loading space** to operate shall comply with the zoning regulations in paragraphs a) through g) of this subsection.
- j) A **loading / delivery space** shall not project into a required minimum **front yard** or **exterior side yard**.
- k) The **loading / delivery space** regulations shall not apply to **existing buildings** or **structures**, or **loading / delivery spaces** but shall apply to any increase in the **net floor area** of an **existing building** or **structure** or creation of a new **loading / delivery space** after April 30, 2017.
- l) In the case of a **shopping centre**, individual **premises** shall be considered as single **buildings** for the purposes of calculating the requirement for **loading spaces** excluding any **premises** less than 185 m² (1,991 ft.2) from

the initial determination, then the total **net floor area** of the **shopping centre** less the total **floor area** of all **premises** requiring or including a **loading space** shall be used as the basis to calculate the total number of required **loading spaces** in the **shopping centre**.

4.26 **Lot Coverage Exemption**

Notwithstanding the definition of the term "Legal non-complying" or the maximum lot coverage specified in any residential zone category, on any **lot** abutting Garden Avenue, Harris Street, Treelawn Blvd., Perthmore Street or Decaria Blvd, within **Registered Plans** 27M-16, 27M-14, 27M-3, PL-88 or PL-28, any combination of **principal building** and/or **accessory structure existing** as of the date of this amendment (being March 22 2005) which have a **lot coverage** of up to 40% shall have legal complying status and any **existing** unenclosed **accessory structure** which increases **lot coverage** up to 45% shall have legal non-complying status.

4.27 **Lot Coverage – Impervious Surfaces**

- a) Residential Uses
Regardless of any other provision herein, the maximum area of a **lot** that may be covered by impervious surfaces in a residential zone shall be 60%.
- b) Non-residential Uses
Regardless of any other provision herein, the maximum area of a **lot** in a non-residential zone, other than the C1 Zone, that may be covered by impervious surfaces shall be 80%; but this shall not supersede any applicable minimum vegetated landscaping requirement. In the C1 zone the maximum lot coverage for impervious surfaces shall be 90%.

4.28 **Medical Marijuana Production Facilities**

Notwithstanding any other provisions in this by-law to the contrary, the following provisions shall apply to permit medical marihuana production facilities in the permitted zones specified in this by-law within the Town of Perth:

- a) A medical marihuana production facility shall comply with all provisions of the zone that it is located within;
- b) A medical marihuana production facility will be prohibited on a **lot** within a residential zone and on any **lot** containing a dwelling;
- c) A medical marihuana production facility shall be located at least 70 metres away from a **lot** in a Residential Zone and from any **lot** containing a **school, park, community centre**, or childcare centre.
- d) No outdoor signage or advertising shall be permitted.
- e) **Parking spaces** and **loading spaces** must be provided in accordance with

the Loading Provisions and Parking Provisions specified in this by-law. A medical marihuana production facility will be interpreted as an '**Industrial Use**' for the purposes of calculating the required number of **parking spaces** and **loading spaces**.

- f) Site Plan approval, in accordance with the Town of Perth Site Plan By-law, as amended, will be required prior to permitting any **development** and the use of a **lot** for the purposes of a medical marihuana production facility. Through the Site Plan approval process, the Town may require sustainable design features that reduce environmental and servicing impacts such as the use of recycled water and low impact **development** measures.
- g) Connection to municipal services is required.

4.29 Separation Distances (Special Setbacks)

Despite any zoning regulation or provision in this By-law, to the contrary, and except where specifically exempted, all land use, **buildings** or **structures** shall comply with the following:

4.29.1 Waste Management Facility

- a) No **development** shall be permitted within 30 m (98.4 ft.) of the licensed fill area of an active waste management facility.
- b) No **development** of a sensitive land use shall be permitted within 500 m (1,640 ft.) of a waste management facility, measured from the boundary of the licensed fill area to the property line of the sensitive land use. Relief from this setback may be granted by an application under the Planning Act where an environmental study has been undertaken and any adverse effects of the waste management facility are mitigated to the satisfaction of **Council** and/or the Ministry of the Environment and Climate Change.
- c) No waste management facility shall be located within 30 m (98.4 ft.) of any waterbody the **high water mark** of any waterbody or wetland.
- d) No waste management facility shall be permitted on land covered by water or in any area subject to flooding.

4.29.2 Industrial Use

- a) **Class I Industry (Light Industrial)**: the minimum separation distance from a sensitive land use shall be 20 m (65.6 ft.) measured as the shortest horizontal distance between the **lot line** of the sensitive land use to the **lot line** of the **Class I Industry** Use. In the absence of said separation between the **lots**, the distance shall be 32 m (105 ft.) measured as the shortest horizontal distance from the property line of the **lot** zoned for or occupied by, a sensitive land use to the industrial **building** or use.

- b) **Class II Industry (Medium Industrial)**: the minimum separation distance from a sensitive land use shall be 70 m (230 ft.) measured as the shortest horizontal distance between the **lot line** of the sensitive land use to the **lot line** of the Class II Industrial Use. In the absence of said separation between the **lots**, the distance shall be 82 m (270 ft.) measured as the shortest horizontal distance from the property line of the **lot** zoned for, or occupied by, a sensitive land use to the **Class II Industry building** or use.
- c) **Class III Industry (Heavy Industrial)**: the minimum separation distance from a sensitive land use shall be 300 m (984 ft.) measured as the shortest horizontal distance between the **lot line** of the sensitive land use to the **lot line** of the **Class III Industry** Use. In the absence of said separation between the **lots**, the distance shall be 335 m (1,100 ft.) measured as the shortest horizontal distance from the property line of the **lot**, zoned for or occupied by, a sensitive land use to the industrial **building** or use.
- d) Where **Development** is proposed on an existing vacant **lot** the minimum separation distance, per preceding clauses a), b) and c) shall be measured from the nearest main wall of the **building** or **structure** occupied (or to be occupied) by the sensitive land use and the nearest main wall of the **building, structure, processing area, assembly or manufacturing area** occupied (or to be occupied) by the **Industrial Use**.

4.29.3 Noise and Vibration

Setbacks and/or noise and vibration abatement measures shall apply for new residential **development** located within 250 m (820 ft.) of a railway line or a **provincial highway** where required as a result of a noise and vibration study and shall be implemented by amendment to this By-law where specific measures are identified. The minimum setback for any new residential unit from a rail corridor shall be 30 m and shall be 30 m from a road with a speed limit of 60 kph or greater.

4.29.4 Wetland/Watercourse

No dwelling, non-residential, or **accessory building** or **structure** or an individual on site sewage service shall be permitted within 30 m (98.4 ft.) of the boundary of a wetland or a watercourse. Notwithstanding this clause, no new development shall be permitted on lands within the Floodplain zone.

4.30 Non-Conforming Uses, Buildings and Structures

4.30.1 Non-Conforming Uses

Nothing in this By-Law shall apply:

- a) to prevent the use of any land, **building** or **structure** for any purpose prohibited by this By-Law if such land, **building** or **structure** was lawfully used for such purpose on the day of the passing of this By-Law, so long as it continues to be used for that purpose; or

- b) to prevent the **erection** for a purpose prohibited by this By-Law of any **building** or **structure** for which a permit has been issued under Section 5 of the Building Code Act, prior to the day of passing this By-Law, so long as the **building** or **structure** when **erected** is used and continues to be used for the purpose for which it was **erected** and provided that the permit has not been revoked under Section 8 of the Building Code Act ; or
- c) to prevent the repair or **replacement** in whole or in part, or the strengthening to a safe condition of any **building** or **structure** which does not conform with this By-Law, provided such action does not increase the **height**, size or volume or change the use of such **building** or **structure** (unless such change in use is in conformity with the By-law). Where a non-conforming use is replaced with another use that is in compliance, the non-conforming use will be deemed to have been discontinued and shall not be reintroduced.
- d) Extensions or enlargements to **existing** habitable or other **buildings** located in the **flood plain** (other than an **Institutional Use**) may be permitted by the Committee of Adjustment where the **building** or **structure** is adequately flood proofed, subject to the approval of the Rideau Valley Conservation Authority and/or Parks Canada.

4.30.2 Lots Having Less Area and/or Frontage

Where a **lot** having lesser **lot area** and/or lot **frontage** than that required by this By-law and is held under distinct and separate ownership from abutting **lots** at the date of the passing of this By-Law, or where such **lot** is created as a result of any expropriation or dedication required under the Planning Act, such smaller **lot** may be used and a **building** or **structure** may be **erected**, **altered** or used on such smaller **lot**, provided that all other requirements of this By-Law are met.

4.31 Human Occupancy Restriction

Human habitation shall not be permitted in any of the following **buildings**, **structures**, or parts thereof:

- a) No truck, bus, coach or streetcar body, or motor vehicle of any kind (whether or not the same is mounted on wheels), excluding temporary occupancy of **recreational vehicles** where specifically permitted.
- b) Any **private garage**, residential **accessory building** or **structure** (except where permitted by this by-law), or an unfinished **building** or **structure** for which an occupancy permit (per the Building Code Act) has not been issued,
- c) Marine vessels or **structures** of any kind shall not be used for human habitation except as customarily associated with temporary marine

recreational uses.

4.32 **Outdoor Storage and Outdoor Display**

No **lot**, or part thereof, shall be used for outdoor storage, or outdoor display except as permitted by this By-law and shall be directed to an area or location which has been specifically designed and set aside for such purpose, is fully integrated with the principal use of the **lot** and is in accordance with the following:

- a) Outdoor storage shall not be permitted within any required minimum **front yard** or minimum **exterior side yard** and no closer than 3 m (9.8 ft.) to any interior side lot line or rear lot line.
- b) Where an outdoor storage area abuts a residential zone or a **lot** with a residential use, the required setback of the outdoor storage area shall be 4.5 m (14.7 ft.). A landscaped **buffer strip** or screen shall be provided between the storage area and any residential use, and no materials shall be stacked or stored to extend higher than the buffer or screen.
- c) An outdoor display area is permitted as an **accessory** use, subject to site plan control, in a highway Commercial (C2) Zone, to a permitted, **Industrial Use** or **public service** use provided that the outdoor display area does not reduce any required **parking area** or **loading space** area required by this By-law. All outdoor display areas shall be setback a minimum of 1 m (3.28 ft.) from any **front lot line** or interior side lot line, shall not locate in a sight triangle and except for a motor vehicle or **recreational vehicle** sales lot, shall not exceed a **lot coverage** of 10%.
- d) Temporary outdoor displays and sales areas (i.e. truck load sale, **farm produce stand** or **farmer's market** sidewalk sales or Christmas tree sales), are not permitted on required **parking areas** except on temporary basis being a maximum of three weeks in December and one week at any other time and shall be subject to any restrictions otherwise imposed by license or permit by the Municipality. Temporary outdoor sales and displays in any case shall not occupy more than 5 % of required parking and shall not obstruct a vehicle entrance, **aisle, lane** or **driveway**, and shall not be located in a **sight triangle**.
- e) Encroachment of a public right-of-way or street (sidewalk, boulevard, or road) by an outdoor sale or display is not permitted without the expressed written permission either by By-Law; or by resolution of **Council** for temporary encroachments.
- f) A yard sale is a permitted outdoor display and sales use in a residential zone and may occupy the required **driveway** and **parking spaces** for no more than 48 hours.
- g) Signage for an outdoor display and sales use shall comply with any Sign By-law that may be established by the Municipality from time to time.

4.33 Parking and Storage of Motor Vehicles, Bicycles – Drive Through Services

4.33.1 General Exterior Parking Requirements

- a) Except as provided herein, no motor vehicles shall be parked or stored in any zone unless the motor vehicle is located within a garage, carport, **driveway**, **parking space**, or on a street where permitted by Municipal By-Law; and without limiting the preceding, no vehicle shall be parked or stored in any landscaped portion of a **front yard** except as may be necessary on a temporary basis for a delivery or for property maintenance, repair or construction purposes.
- b) No trailer of any kind shall be left parked on a Municipal street unless it is attached to a vehicle suitable for moving said trailer.
- c) The **driveways**, **lanes**, **aisles**, **loading spaces** and **parking spaces** shall be **constructed** of crushed stone, asphalt paving, concrete or concrete honeycomb block, paver stones, or similar materials and have a surface that is hard or hard packed, stable and **constructed** to prevent erosion of materials or dust moving off-site.
- d) Except as otherwise permitted in this By-law, all motor vehicle **parking spaces**, queuing spaces, and **loading spaces** must have an unobstructed **Access** to a **public street** by:
 - **Driveway**;
 - An **aisle** or **lane** connecting to a **driveway**;
 - A public **lane**; or
 - An **existing** right-of-way.
- e) Despite any provision of this by-law to the contrary, if an **existing parking space** is eliminated to provide **barrier free access** to a **building** or to create a **barrier free parking space**, the remaining parking, to the extent that it has legal non-complying status or is compliant with the requirements of this By-law, shall be considered to meet the requirements of this By-law provided:
 - A **Single-detached**, **Semi-detached** dwelling, **duplex** or **townhouse** dwelling maintains one standard **parking space** per **dwelling unit**;
 - the effect of eliminating the **existing parking space** would reduce a noncomplying **parking area** by more than one **parking space**;
 - the effect of eliminating the **existing parking space** would reduce a compliant **parking area** by more than three **parking spaces** or 10% of all required **parking spaces**, whichever amount is greater.

4.33.2 Parking for Residential Use

- a) No **parking space** or **driveway** for a residential use shall be used for the parking or storage of a motor vehicle unless such vehicle is used in operations incidental to the residential use of the **lot** (i.e. **home based**

business), and bears a motor vehicle license plate and sticker which is currently valid.

- b) The minimum required **parking spaces** for a property, as determined by Section 4.34 Parking Requirements Table, shall be maintained and any additional parking for trailers or equipment shall be in addition to the minimum required spaces.
- c) In any R1, Zone, parking in the **front yard** shall be located on the **driveway**, except where otherwise specifically permitted in this By-law.
- d) In the R4 Zone parking in a **front yard** will be permitted but shall be limited to visitor and **barrier free** parking, shall comply with subsections 4.23 Landscaped Open Space, Planting Strips and Visual Buffer Strip and 4.27 Lot Coverage – Impervious Surfaces, and, if not located on a **driveway**, shall be separated from the **front lot line** by a vegetated **landscaped open space** with a minimum width of 1.5 m

4.33.3 Parking of Commercial and Recreational Vehicles in Residential Zones

A **lot** in any residential zone shall not be used for parking or storage of any commercial motor vehicle, commercial trailers, **recreational vehicles** or **recreational equipment** except as follows:

- a) The owner or occupant of a dwelling, may use a garage or **parking space** located on the **lot** for parking or temporary storage of one (1) commercial motor vehicle operated by the owner or occupant provided the commercial motor vehicle does not exceed 4500 kg **Gross Vehicle Weight** (GVW) and further provided such commercial motor vehicle is not used in connection with any business or other use that is prohibited in this By-law.
- b) Commercial trailers shall be subject to provisions of clauses 4.33.3 (f) and (g) in the same manner as they apply to **recreational vehicles** and **recreational equipment**.
- c) No **Commercial Vehicle** or trailer shall be parked or stored on a **lot** which is being used for parking or storing a **recreational vehicle** or enclosed trailer for transporting **recreational equipment**.
- d) A vehicle in use by a public utility agency shall not be considered a **recreational vehicle** or **recreational equipment**.
- e) No **recreational equipment** or **recreational vehicle** shall be stored or parked on a **lot** unless a main **building** has been **constructed**.
- f) A **recreational vehicle** or **recreational equipment** shall not exceed 6.98 m (22.9 ft.) in length, exclusive of a hitch or tongue and
- g) Only one **recreational vehicle** or enclosed trailer for transporting **recreational equipment** shall be permitted for each **dwelling unit** on a property.

- h) A **private garage** may be used for the housing or storage of any **recreational equipment** or **recreational vehicle**.
- i) On a **lot** used for more than four residential units, the parking of **recreational vehicles** and **recreational equipment** shall be limited to a fully enclosed **building** or an enclosure or enclosed area, located in a rear yard, and fully screened from view from adjacent residential **lots**, streets or public open space areas. Parking and storage of **recreational vehicles, recreational equipment** and/ or commercial motor vehicles shall be limited to one per residential unit and shall not include commercial trailers.
- j) Trailers parked for off-season storage shall be maintained road-worthy and in such condition that they may be removed from the property with twenty-four (24) hours' notice.
- k) A maximum of 10 % of the **lot area** may be occupied for the outdoor parking or storage of commercial trailers, **recreational vehicles**, and **recreational equipment**

4.33.4 Driveways

Except as otherwise stipulated in a specific zone or an entrance control By-law of the Town of Perth, **driveways** shall comply with Table 2 - Driveways and the following requirements:

- a) **Driveway** width shall mean the width of the **driveway** as measured from one edge of the paved surface, gravelled surface or area improved or used for motor vehicle **access** to the opposite edge along the line commencing where the **driveway** intersects the street-line and shall apply along the entire length or extent of the **driveway** within the lesser of the existing **front yard** or the required minimum **front yard** from the street to its termination,
- b) A maximum of one **driveway** per **lot** shall be permitted in an R1 zone or on a **lot** occupied by a **single-detached**, except where the **lot** is a **through lot** or is a **corner lot** in which case one **driveway** per road **frontage** shall be permitted.
- c) Each **driveway** in a residential zone shall have no more than one point of **access** to a street or road; i.e. where **lots** qualify for two **driveways** they shall not connect.
- d) The minimum separation distance between a **driveway** with two **lanes** and a **driveway** on an abutting **lot** or a permitted second **driveway** on the same **lot** shall be 2.4 m. (7.9 ft.)
- e) Except in a C1 Zone category, there shall be a sight triangle with a site distance of 4 m where a **driveway** intersects a street-line.
- f) **Driveways** for non-residential uses shall not pass through a Residential

Zone.

- g) In addition to the above, all **driveways** shall be subject to the Municipality's requirements for entrances and/or the requirements for site plan control or other applicable standards.
- h) The **driveway** for a commercial or **Industrial Use** shall have a width between 6 m and 7.6 m not including any rounded / curved element to facilitate **commercial vehicle** turning movements at the entrance to the street. A commercial or industrial **driveway** may have a greater maximum width of 8.2 m where it accesses a **provincial highway, County** road or a street designated as an Arterial Road per the Official Plan for the Town of Perth. **Council** may authorize a **driveway** of up to 10 m in width where the road authority is requiring or will permit the entrance to consist of three **lanes**.

Table 2 - Driveways

Use	Width of Driveway			
	One-Lane Minimum	One-Lane Maximum	Two-lane Minimum	Two-Lane Maximum
Residential: <i>lot frontage</i> < 10 m (32.8 ft.) **	2.6 m (8.5 ft.)	3 m (9.8 ft.)	n/a	n/a
Residential: <i>lot frontage</i> 10 m-19.9 m (32.8 ft.-65.2 ft.) **	2.6 m (8.5 ft.)	4 m (13.1 ft.)	5.5 m (18 ft.)	6.1 m (20 ft.)
Residential: <i>lot frontage</i> 20 + m (65.6 ft.) **	2.6 m (8.5 ft.)	4 m (13.1 ft.)	5.5 m (18 ft.)	6.7 m (22 ft.)
Residential - apartment: 4 units or more	3.35 m (11 ft.)	4.6 m (15 ft.)	6.1 m (20 ft.)	7.3 m (24 ft.)
Non-Residential	4.5 m (14.7 ft.)	6.1 m (20 ft.)	7 m (22.9 ft.)	9.1 m (30 ft.)

** for residential **lots** occupied by less than 4 **dwelling units**

Table 3 - Location of Driveway Entrance on a Corner Lot

	Minimum Distance between Driveway and Intersection Street Lines	
	Local Road	Collector/Arterial Road
Residential R1, Zone	7 m (22.9 ft.)	15 m (49.2 ft.)
Residential, R4 Zone	15 m (49.2 ft.)	15 m (49.2 ft.)
Non-Residential Use	15 m (49.2 ft.)	15 m (49.2 ft.)

Minimum angle between **driveway** and intersecting street line is 60° for all Zones.

4.33.5 Parking Construction and Coverage in Residential Zones

- a) The **driveways, lanes, aisles, loading spaces** and **parking spaces** shall be **constructed** of crushed stone, asphalt paving, concrete or concrete honeycomb block, paver stores, porous material or similar material.
- b) No more than fifty percent (50%) of the area of any required minimum **front yard**, or for a **townhouse** the **front yard** abutting each unit, shall be used or **constructed** as a **driveway** or **parking space** in any residential zone.
- c) No more than thirty percent (30%) of the **lot frontage**, or the maximum width of **driveway** per Table 2, whichever is less, shall be used or **constructed** as a **driveway** in any R1 zone or on a **lot** occupied by a **single-detached**, except in accordance with paragraph d) below.
- d) Despite paragraph b) and c) above, where the **lot** or **front yard** is less than 10 m wide or the **existing buildings** prevent the minimum parking requirement from being met elsewhere on the **lot**, up to 60% of the **front yard** may be **constructed** for a **driveway** or **parking spaces** subject to the requirements of Table 2; but in any case this provision shall only apply to permit one additional **parking space**.

In the event of a discrepancy between a diagram and the text, the text shall prevail.

4.33.6 Tandem Parking Spaces

Tandem **parking spaces** are permitted for residential uses when the required residential parking is four spaces or less. Other than for a home-based business, tandem **parking spaces** are not permitted for parking serving a commercial use; except on a **driveway** used exclusively by a residence **accessory** to a commercial use.

4.33.7 Queue Space

Shall mean the minimum area required for a motor vehicle in **vehicle service queue** and shall have dimensions of 2.7 m by 6 m (8.85 ft. x 19.6 ft.)

4.33.8 Parking Area for more than Four Vehicles

In any zone, where a **parking area** is designed to accommodate more than four vehicles, the following provisions shall apply:

- a) The **parking area** shall be **constructed** of crushed stone, asphalt paving, concrete, paver stones, or similar materials
- b) **Parking areas** shall be designed and **constructed** with at least one (1) entrance **lane** and one (1) exit **lane** for motor vehicles, with each **parking space** having **access to driveways, lanes** and/ or **aisles** without the necessity of moving any other motor vehicle.
- c) Ingress and egress directly to and from every **parking space** shall be by means of a maneuvering **aisle** having a width of at least 6 m (19.7 ft.) for two-way traffic, 4.5 m for one-way traffic and parallel parking and 4 m (13.1 ft.) for one-way traffic where parking is angled.
- d) A **driveway** or **lane** which does not provide ingress and egress directly to a **parking space**, shall have a minimum width of 3.35 m (11 ft.) where designed for one-way vehicular circulation and a minimum width of 6.1 m (20 ft.) where designed for two-way vehicular circulation.
- e) Scale drawings shall be submitted with the application for the **building** permit, to show all entrances and exits, and such parking facilities, and all proposed and **existing parking space, driveways** and maneuvering **aisles** will comply with the applicable zoning regulations.
- f) Except as provided in paragraph 4.33 2 d., **parking spaces** required for an apartment **building** shall not be provided in any required **front yard**, or any required **exterior side yard**

4.33.9 Dimensions of Parking Spaces

Parking spaces required by this By-law shall meet the minimum dimension requirements in Table 4.

Table 4 - Required Size of Parking Spaces

Type	Width	Length	Vertical Clearance
Standard (90 degrees)	2.6 m (8.5 ft.)	Min. 5.5 m (18 ft.)	2.4 m (7.8 ft.)
Angle (less than 90 degrees)	2.6 m (8.5 ft.)	Min. 5.5 m (18 ft.)	2.4 m (7.8 ft.)
Parallel	2.4 m (7.8 ft.)	Min. 6.7 m (22 ft.)	2.4 m (7.8 ft.)
Small Car (where permitted)	2.4 m (7.8 ft.)	Min. 4.8 m (15.7 ft.) Max 5.2 m (17 ft.)	2.4 m (7.8 ft.)

Barrier-Free – Off-Street Passenger Vehicle (see diagram and article 4.32.10.)	Type A - 3.4 m (11.1 ft.)	5.5 m (18 ft.)	2.75 m (9 ft.)
	Type B - 2.4 m (7.8 ft.)		
Barrier-Free – Off-Street Van	4.6 m (15 ft.)	6 m (19.6 ft.)	3.8 m (12.4 ft.)
Barrier-Free – Parallel	4.1 m (13.4 ft.)	7 m (22.9 ft.)	2.75 m (9 ft.)
Coach or Bus	12 m (39.3 ft.)	3.5 m (11.4 ft.)	3.8 m (12.4 ft.)
Heavy Vehicle	3.5 m (11.4 ft.)	16 m (52.4 ft.)	1.7 m (5.4 ft.)

4.33.10 Calculation of Required Parking

- a) The total number of **parking spaces** shall be calculated as the cumulative sum of all types of **parking spaces** required (e.g. standard, barrier-free, other).
- b) Where the calculation of the required **parking spaces** results in a fraction, the required number of **parking spaces** shall be rounded to the next highest whole number.
- c) Unless otherwise specified elsewhere in this By-Law, where two or more uses are permitted in any one **building** or on any one **lot**, the off-street parking requirements for each use shall be calculated as if each use is a separate use, and the total number of off-street **parking spaces** so calculated shall be the required number of **parking spaces**.

4.33.11 Barrier-Free Parking

- a) **Barrier free parking space** shall be required for any use requiring 10 standard **parking spaces** or more and the minimum number of **barrier free parking spaces** shall be calculated in accordance with the standards set out in Table 5 below:

Table 5 - Barrier-Free Parking Requirements

Required Parking Spaces	Number / % of Barrier Free Spaces
For parking from 10 to 15 spaces	1 space required
For 16 to 100 required spaces	Add 5% of the parking spaces , minimum of 2 spaces
For 101 to 300 required spaces	Add 3 % of the spaces over 101
For 301 to 700 required spaces	Add 2% of the spaces over 301
For 701 or more required spaces	Add 1% of the spaces over 701

Sample calculation - a new use requiring 750 **parking spaces** would need to provide:
 $1 + 4 + 9 + 8 + 5 = 27$ **barrier free parking spaces** and 723 standard **parking spaces**

- b) **Barrier free parking spaces** shall be designed consistent with O. Reg.

191/11 and O. Reg. 413/12, and any amendment thereto or subsequent provincial standard and at a minimum shall meet the following:

- i. Where a single **barrier free parking space** is required, it shall be a Type A space with an abutting **access aisle** 1.5 m wide per Table 5
- ii. Where two or more **barrier free parking spaces** are required half of the spaces shall be of a Type A design and the other half may be a Type B space (per Table 4) with an abutting **access aisle** 1.5 m wide between each two spaces. If there are an uneven number of spaces required, the additional space may be of Type B design.
- iii. Each **barrier free parking space** shall have an abutting 1.5 m wide **access aisle** but where two **barrier free parking spaces** abut, the required **access aisle** may be located between the spaces.

4.33.12 Parking Requirements for Existing Buildings

The **parking space** requirements shall not apply to any **existing building** so long as the **gross floor area** is not increased and no change in use occurs. If an **addition** is made to the **building or structure** which increases the **gross floor area**, or a change in use occurs, then any increase in the required number of **parking spaces** for the additional **floor area** or the change in use in excess of two **parking spaces** shall be provided or cash-in-lieu of parking shall be required.

4.33.13 Parking Requirements in Town of Perth's Downtown (Town Core)

Despite the provisions of, Table 6, the following **parking space** requirements shall apply within the General Commercial (C1) Zone:

a. Change of use within Existing Buildings

Where the use of an **existing building** is changed, no additional **parking spaces** or cash-in-lieu of parking shall be required where there is no change in the **floor area** dedicated to client use or where such change only increases the number of **parking space** by one space.

b. Enlargement of Existing Buildings or Infill Buildings

Where an **existing building** is enlarged, either in conformity with the applicable zoning provisions, through an amendment to this By-Law or through a minor variance, the parking requirements or cash-in-lieu of parking as set out in article 4.33.15 shall apply for the enlargement or addition, only if such enlargement or **addition** has the effect of increasing the **parking space** requirement by more than two spaces. The additional off-street parking shall be determined, in accordance with the parking required in Table 6 – Parking Requirements. The additional parking needed for a change in use, expansion, or enlargement shall not be calculated to require any existing deficiencies in the minimum number of **parking spaces** to be provided; e.g. existing use has 2 spaces but should have 6, new use requires 9 spaces, (9-6-2) so one new space is needed.

4.33.14 Alternative Location of Parking Space(s)

The required parking for any **permitted use** shall be provided on the same **lot** as the use the parking is required to serve with the following exceptions:

- a) Where **Council** has authorized the leasing of municipally owned **parking spaces** for the exclusive use of a specific business, agency or landowner;
- b) Where **Council** approves the leasing of the required parking on lands within 60 m of the subject property under the terms of a site plan agreement or **development** agreement executed with the Municipality;
- c) Where the owner/operator provides evidence of a permanent **easement** for the required **parking spaces** within 60 metres of the property for which the parking is required;
- d) Where the owner has completed an agreement with the Municipality to provide Cash-in-lieu of parking.

4.33.15 Cash-in-lieu of Parking

Where site configuration or other constraints prevent or render undesirable the provision of some or all **parking spaces** required to permit a change of use or **building** expansion, then the owner or developer may opt to make up the **parking space** deficiency by providing Cash-in-lieu of Parking. The parking fund so established shall be devoted to assist in the provision of additional parking facilities in the Downtown. The fee for cash-in-lieu of parking shall be determined from time to time by resolution of **Council**.

4.33.16 Bicycle Parking and Storage

- a) A **bicycle parking space** shall have a minimum width of 0.6m and a length of 1.8m and shall be located adjacent to a structural element or in a rack securely anchored to the ground, to which the bicycle can be secured.
- b) Bicycle parking may be located within any yard, but not within a sight triangle.
- c) Required **bicycle parking spaces** may be located in **parking areas**, indoors or in a **landscaped open space** area but no **bicycle parking space** shall impede **access** to a **building** or occupy a required **parking space**
- d) Bicycle parking and **bicycle parking areas** shall be separated from vehicular parking by a physical barrier or a minimum 1.5 m of open space.
- e) **Existing buildings, buildings** with less than 200 m² GFA, seniors' homes and residential **buildings** with less than five (5) **dwelling units** are exempt from bicycle parking.
- f) Any **building**, with a GFA exceeding 200 m² (2,152 ft.²) used for a commercial use, **Institutional Use**, or an **Industrial Use** shall install **bicycle parking spaces** equal to 5% of the required motor vehicle **parking spaces** with a minimum requirement of two (2) spaces and a maximum requirement of twenty (20) spaces, which shall be located within 15 m (49.2 ft.) of the main ~~entrance-exit~~ of the **building**.

- g) Any **apartment dwelling**, except an **existing building** or a seniors apartment **building**, with five (5) or more **dwelling units** shall provide five (5) **bicycle parking spaces** within 15 m (49.2 ft.) of the main ~~entrance-exit~~ of the building.

4.33.17 Provisions for Drive-through Services

Despite any other zone regulation in this By-law, where a use of land, **building** or **structure** incorporates a drive-through facility, the following zone regulations shall apply

- a) No portion of a motor **vehicle service queue** for a **restaurant, with drive-through service** or a **drive-through / takeout restaurant** and no **parking area** for a **drive-in restaurant** shall be located within 30 m of a residential zone or a property where a residential use is the principal use except:
 - i. Where there is a noise barrier wall having a minimum height of 2.4 metres and/or a **building** located between a **vehicle service queue** or the **parking area** for a **drive-in restaurant** and any portion of a property line shared with an abutting residential property, the minimum separation shall be 15 metres (49.2 ft.);
 - ii. This provision shall not apply to a **restaurant** with a **drive-through service** which existed on or before November 1, 2005, or its modification or **replacement** on the same **lot**.
- b) No portion of a **minimum vehicle service queue** shall extend into a parking lot.
- c) Except as stipulated for specific **restaurant** uses, the **minimum vehicle service queue** shall be designed to include a minimum of ten (10) **queue spaces**.
- d) The **minimum vehicle service queue** requirement shall apply for each service window from which food or a service is delivered to patrons, or in the case of a **drive-through / takeout restaurant**, every two food service windows.
- e) Except where otherwise specified in this By-law, a Queuing **lane** for any drive-through service shall be designed to accommodate a minimum of eight (8) motor vehicles or **queue spaces**.
- f) A **drive-through service** shall be a permitted **accessory** use in the C2, C5, M1, M3 and MP zones except as otherwise restricted in this By-law.
- g) A **drive-through service** shall comply with the zone regulations applicable to the principal use in the zone in which the drive-through facility is located.
- h) Any **restaurant** with a **drive-through service** or a **drive-in restaurant** shall have an entrance onto a **provincial highway**, an arterial road or a collector road, as assigned in the Official Plan for the Town of Perth or shall have **access** to a local road from a **corner lot** location immediately abutting a **provincial highway**, an arterial road or a collector road. In any other location where **access** is only onto a local road, this type of **restaurant** use shall only be permitted where all abutting properties are

- zoned for commercial use.
- i) A **restaurant, with drive-through service, a drive-through / takeout restaurant** or a **drive-in restaurant**, other than any **existing** restaurants, shall not locate on a property with **frontage** on Foster Street, Market Square or on Gore Street between Brock Street and Foster Street.”
 - j) An entrance for a **drive-through / takeout restaurant, a restaurant with a Drive-through Service** or a **drive-in restaurant**, shall not locate within 100 m of an elementary school property or within 150 m of an elementary school building, whichever distance is greater, except:
 - i. Where the school property and the restaurant types specified are: not in the same **Block** and do not face the same street; or do not face the same section of the street and do not have **frontage** or **access** onto the same side of the street; the setback may be reduced to 75 m from an elementary school property or within 100 m of an elementary school building, whichever distance is greater ;
 - ii. The setback shall not apply to a restaurant with a **drive-through service** which existed on or before November 1, 2005, or its modification or **replacement** on the same **lot**.

4.34 Parking Requirements Table

In any zone, the owner or occupant of any **building or structure erected**, enlarged or changed in use after the date of passing of this By-law shall provide off-street **parking spaces** in accordance with the minimum number of **parking spaces** set out in Table 6 – Parking Requirements as follows:

(**Parking Space** caution: the parking standards herein are minimums. Property owners are encouraged to provide parking based on their anticipated needs, particularly in areas where no on street parking is available and for residential uses as there is no over-night on-street parking in winter months)

Table 6 – Parking Requirements

USE	NUMBER OF REQUIRED PARKING SPACES
Residential: <ul style="list-style-type: none"> • Single detached • Semi-detached • Duplex • Row or town house • Triplex, dwelling • Fourplex, dwelling 	Two (2) spaces per Dwelling Unit . Parking spaces shall include any combination of a garage, carport, Driveway or Tandem Parking Spaces . <u>Notwithstanding the above, for projects which have been deemed new affordable housing projects, the minimum number of parking spaces per dwelling unit shall be one (1).</u>

USE	NUMBER OF REQUIRED PARKING SPACES
Residential: <ul style="list-style-type: none"> • apartment dwelling • Dwelling, Multiple unit • Stacked Dwelling, Row house or Townhouse • 	Minimum required parking spaces shall be 1.5 per unit (1.25 per bachelor unit). In apartment buildings with more than six (6) units, visitor parking spaces is required to be identified and are calculated at 15% of the required parking spaces . In no case shall tenant parking be less than one space per Dwelling Unit .
Residential one bedroom Dwelling Unit (non-senior), Converted Dwelling , additional dwelling unit, accessory apartment, bachelor apartment , any affordable residential unit	Regardless of any other standard 1 space per Dwelling Unit
Residential: • senior citizen apartment dwelling , retirement living facility	0.25 spaces per Dwelling Unit plus one per staff person; plus one visitor parking space for every 10 units and in any case at least one visitor space
Bed and Breakfast Establishment	1 parking space per Guest Room in addition to parking spaces required for the Dwelling Unit .
Group Home	1 parking space per 3 supervised residents plus the required parking for the dwelling - 3 parking spaces minimum
Home Based Business	- as per type of business and floor space with a minimum of one space per business and a maximum of four business – parking spaces in addition to the required residential parking
Home Based physician, dentist, physiotherapist or other medical health professional, who has established an office for consultation or treatment	Three (3) parking spaces in addition to parking spaces required for the Dwelling Unit .
Boarding House	0.5 parking spaces per rented room in addition to the minimum required residential parking

USE	NUMBER OF REQUIRED PARKING SPACES
Rooming House	1 parking space for every three (3) persons to be accommodated based on the maximum permitted capacity with a minimum of two spaces.
NON-RESIDENTIAL USES	
Animal Shelter, Commercial Kennel	1 parking space per 30 m ² (322.9 ft. ²) of <i>Floor Area, Gross</i> .
Automotive Uses: Auto Body Shop , auto repair shop, Auto Service Station , gas bar, card-lock facility, Garage – Commercial, Bulk Fuel Depot , card-lock facility, gas bar, recreational vehicle repair and garage, Car Rental Agency	3 parking spaces per service bay plus 1 parking space for every 30 m ² (322.9 ft. ²) of <i>Floor Area, Net</i> : minimum 6 parking spaces
Brewery, Distillery or Winery, Micro-brewery,	1 parking space per 40 m ² (430.5 ft. ²) of <i>Floor Area, Gross</i> ; and in any case not less than 3 spaces
Building Supply Store, contractor's yard , commercial equipment or motor vehicle storage yard, Garden Centre , lumber yard, Commercial Greenhouse, Nursery or Garden Centre, Commercial Greenhouse, Nursery or Garden Centre	1 space for each 22 m ² (236.8 ft. ²) of retail <i>Floor Area, Gross</i> , plus 1 parking space for each 500 m ² (5,382.1 ft. ²) of warehousing; and in any case not less than 5 spaces –also see outdoor storage req.
Business Office, Professional and/or Business, Professional and/or Administrative Office, Banks or Financial Institution	One (1) space for each 30 m ² (322.9 ft. ²) of <i>Floor Area, Gross</i>
Clinic	3 spaces per doctor or professional practitioner plus one space for each administrative employee
Continuum-of-Care Facility (e.g. chronic care facility, Nursing Home , retirement home)	1 parking space for every 10 patient beds. Plus 1 parking space per 30 m ² (322.9 ft. ²) of <i>Floor Area, Gross</i> or one space per number of staff (based on maximum shift), whichever is less.

USE	NUMBER OF REQUIRED PARKING SPACES
Crisis Care Facility	2 parking spaces minimum. Plus, the required parking for a dwelling, or if not located in a dwelling, 1 space per 38 m ² (409 ft. ²) of <i>Floor Area, Gross</i>
Childcare centre (child or adult), private day care	Greater of 1 parking space per classroom or 1 parking space per 40 m ² (430.5 ft. ²) of gross floor area and in any case not less than 3 spaces
Equipment rental, sales or service establishment, Automotive Sales Establishment , automotive leasing establishment, recreational vehicle sales establishment, recreational vehicle leasing establishment:	<ul style="list-style-type: none"> - business office -per business office standard - service bays - per Automotive uses standard - showroom 2 per 100 m² gross floor area - any other area 1 per 100 m² gross floor area - in the absence of a show room or service bays not less than 3 spaces dedicated to customer parking.
Factory Outlet , Retail Outlet accessory to an industry or wholesale business	1 parking space per 28 m ² (301.3 ft. ²) of <i>Floor Area, Gross</i> in addition to the parking for the principal use.
General business: Animal Day Care Establishment, Bake Shop, Catering Establishment , commercial and Personal Service Establishment , dry cleaning or laundry outlet, Laundromat, Pet grooming establishment , rental store, service outlet or shop, video rental outlet, and any commercial uses not specified elsewhere in this table	One (1) space per 23.2 m ² (252 ft. ²)-of <i>Floor Area, Gross</i> with a minimum of 1 space (over 929 m ² (10,000 ft. ²) <i>Floor Area, Gross</i> see shopping center standards)
Farmer's Market, Flea Market (external exhibiting space only)	1.5 spaces per individual vendor table or booth with a minimum of 10 parking spaces
USE	NUMBER OF REQUIRED PARKING SPACES

USE	NUMBER OF REQUIRED PARKING SPACES
<i>Hostel</i>	1 parking space per every 6 guests accommodated for the first 40 guests accommodated, and 1 per 12 guests accommodated thereafter.
<i>Hotel, motel, Inn</i> , tourist establishment	1 space per guest unit room, plus 1 space for every 9.3 m ² (100.1 ft. ²) of public use floor area plus one space per employee based on maximum daytime requirement (restaurant or place of assembly Floor Areas shall be calculated per the standards for those uses).
Industrial Mall, Light Industry, Bakery, Food and Dairy Products Industry indoor agricultural production	1 space per 70 m ² (753.4 ft. ²) of Floor Area, Gross per premises up to 1,858 m ² (20,000 ft. ²), plus 1 space for each additional 100 m ² (1,076.4 ft. ²) of Floor Area, Net up to 5,000 m ² (53,821.3 ft. ²) per premises ; plus 1 additional space for every 232 m ² (2,497.3 ft. ²) Floor Area, Net thereafter. Warehouse space calculated separately.
Industry, Medium or Heavy;	1 space per 70 m ² (753.4 ft. ²) of Floor Area, Gross up to 1,858 m ² (20,000 ft. ²), plus 1 space for each additional 125 m ² (1,345.5 ft. ²) of Floor Area, Net up to 5,000 m ² (53,821.3 ft. ²); plus 1 additional space for every 250 m ² (2,691 ft. ²) of Floor Area, Net thereafter. Warehouse space calculated separately.
Industrial Storage Use or Commercial Storage Use including a warehouse , cold storage facility, wholesale facility	1 parking space per 200 m ² (2,152 ft. ²) of Floor Area, Gross or portion thereof up to 1,858 m ² (20,000 ft. ²) plus 1 additional space for every 250 m ² (2,691 ft. ²) Floor Area, Net thereafter.

USE	NUMBER OF REQUIRED PARKING SPACES
<i>Hospital</i>	One (1) space for every three (3) beds or each 37.2 m ² (400.4 ft. ²) of Floor Area , whichever is greater
Outdoor storage area, exclusive of seasonal uses	1 parking space per 1,000 m ² (10,764.2 ft. ²) of lot area in outdoor storage use - minimum of 2 parking spaces for an accessory use - minimum of 5 parking spaces if it is the principal use.
Outdoor patio, accessory to commercial use, exclusive of temporary patio (one-time use – 5 months or less)	For outdoor patio space that exceeds 50% of the indoor client seating capacity or 40% of the Gross Leasable Floor Area of a restaurant, restaurant, with drive-through service or a tavern , parking shall be provided at rate of 1 space for 4 seats or 1 space per 15 m ² (161.4 ft. ²), whichever is greater
Place of Assembly: private clubs, Auditorium , banquet and meeting halls, Bingo Hall, Casino, Community Centre , museum, Entertainment Establishment, Funeral Home, Place of Worship, recreational establishment, arena, cinema, theatre and similar places of public assembly,	1 space for every 5 seats, fixed or otherwise; or, where there are no seats, 1 space for every 20 m ² (215.2 ft. ²) of Floor Area, Net or 1 space for every 5 persons of rated capacity, whichever is greater. In a shopping centre where the parking for other uses meets or exceeds that of the Place of Assembly the assembly parking requirement is reduced by 20%.
Recreational Commercial Establishment , Miniature Golf Course, Driving Range , tourist outfitters establishment	2 parking spaces per tee area plus 1 parking space per 10 m ² (107.6 ft. ²) of Floor Area, Net in clubhouse, office, and staff areas, plus parking per requirements in this table for restaurant , banquet hall, or other facilities as may be provided.
USE	NUMBER OF REQUIRED PARKING SPACES

USE	NUMBER OF REQUIRED PARKING SPACES
Restaurant, (By-law 3358-36)	1 parking space for every four (4) patrons accommodated as per the maximum rated occupancy/capacity under <i>the Ontario Building Code</i> or 1 space for each 10 m ² of gross floor area whichever is greater.
Restaurant, Drive-in (By-law 3358-36)	2 parking spaces for each 10 m ² of gross floor area and one space for every six units of outdoor seating with a minimum of 8 spaces.
Restaurant, with Drive-through Service (By-law 3358-36)	1.4 parking spaces for each 10 m ² of gross floor area with a minimum vehicle service queue designed to accommodate 10 queue spaces before the service window with not less than 6 queue spaces before the food order board, and not less than 2 queue spaces from the food service window to the queue exit;
Restaurant, Drive-through / Takeout (By-law 3358-36)	Minimum of 5 parking spaces with a minimum vehicle service queue of 10 queue spaces and the queue designed to accommodate not less than 6 queue spaces before the order station, and not less than 2 queue spaces from the food service window to the queue exit.
Restaurant, Take Out (By-law 3358-36)	2 parking spaces for each 10 sq. m of patron service area or one space for each 2 units of patron seating, whichever is greater, with a minimum of 2 spaces.
Retail Store or Business: grocery store, Bake Shop , printing and processing service shop, service commercial establishment less than 929 m ² (10,000 ft. ²)	One (1) space per 23.2 m ² (252 ft. ²) of gross leasable floor area with a minimum of 1 space (over 929 m ² (10,000 ft. ²) gross leasable floor area see small shopping center standard)

USE	NUMBER OF REQUIRED PARKING SPACES
Retail Store or Business , small shopping centre exceeding a gross leasable floor area 929 m ² (10,000 ft. ²) less than 2,000 m ² (21,525 ft. ²)	40 parking spaces plus 1 space for each 28 m ² (300 ft. ²) of gross leasable floor area from 929 m ² (10,000 ft. ²) to 2,000 m ² (21,525 ft. ²) Maximum of 1 space per 18.6 m ² (200 ft. ²) of gross leasable floor area
Shopping Centre or large format retail store 2,000 m ² (21,525 ft. ²) gross leasable floor area or more **	75 parking spaces plus 1 space for each 30 m ² (300 ft. ²) of Gross Floor Area over 2,000 m ² (21,525 ft. ²) Maximum of 1 space per 19.5 m ² (210 ft. ²) gross leasable floor area which shall increase to 1 space per 18.6 m ² (200 ft. ²) of gross leasable floor area if the minimum landscaped open space is established and maintained at 20%
** calculation of <i>Floor Area, Gross</i> to determine the applicable shopping centre parking standard will include floor space used or allocated for cinemas, theatres, restaurants and building supply establishments but the parking required for those uses shall be separately calculated based on the applicable standards in this table.	
Self-Storage Facility	1 parking space per 100 storage units; none required for 20 or less
School – elementary	1.5 spaces per teaching classroom
School - secondary or commercial	Three (3) spaces per teaching classroom
Tavern, Public House, Road House, Nightclub	3 parking spaces per 100 m ² (1,076.4 ft. ²) of net floor area or portion thereof

USE	NUMBER OF REQUIRED PARKING SPACES
Truck terminal	1 parking space per 1,000 m ² (10,764.2 ft. ²) of lot area
Uses not otherwise specified	1 space per 28 m ² (301.3 ft. ²) of Floor Area, Gross

4.35 Permitted Projections

Every part of any minimum required yard shall be open and unobstructed from the ground to the sky by any **building** or **structure** except those **structures** listed in Table 7 - Provisions for Permitted Projections shall be permitted to project into the minimum required yards for the distances specified where the minimum yard or setback requirements are currently met.

Table 7 - Provisions for Permitted Projections

Structure	Maximum Projection into a minimum required Yard or an existing yard where specified
Belt courses, chimney breasts, cornices, gutters, pilasters, sills, or other ornamental structures, exterior staircases, stoops, landings - all yards	0.5 m (1.64 ft.) into any yard or half the depth of the Existing yard, whichever is less.
Eaves - all yards	Front Yard, Exterior Side Yard, and rear yard – 1.2 m (3.93 ft.); Interior side yard – 0.6 m (1.97 ft.) or half the depth of the Existing yard, whichever is less.
Window bays - Front Yard and rear yard only	1 m (3.28 ft.) including Eaves and cornices; to a Maximum width - 3 m (9.84 ft.)
Balconies, canopies, porches, verandas at ground level or first storey extending into a front or rear yard. (Projections into the side yard or onto a Driveway or Pedestrian Way shall not be permitted.)	Front Yard - 1.5 m (4.92 ft.) Rear yard - 3 m (9.84 ft.) But in any event not more than half the depth of the yard or within 3 m (9.84 ft.) of a road or in a sight triangle
Balconies and canopies located above the first storey extending into a front or rear yard. (Projection into a side yard not permitted.)	Front Yard 1.2 m (3.93 ft.) Rear yard - 2.4 m (7.87 ft.)
Open porches and Decks (including stairs) – Front Yard and rear yard only	Front Yard - 2.4 m (7.87 ft.) Rear yard – half the depth of the yard

Structure	Maximum Projection into a minimum required Yard or an existing yard where specified
Fences, garden trellises and similar landscaping features, all plant materials, clothes poles, flag poles, uncovered paved <i>patios</i> , retaining walls, landscaping features, similar accessories,	No maximum into any yard subject to compliance with any applicable sight triangle requirements, subsections 4.12 and 4.40 and limits to impervious surfaces.
Barrier Free architectural structures i.e. ramps	As set out in the <i>Ontario Building Code</i>
Fire Escapes, antennae towers, satellite dishes	1.5 m (4.92ft.) into a <i>side yard</i> or <i>rear yard</i>
Air conditioner or Heat pump or similar device	1.2.m (3.93 ft.) into a Front Yard , or Exterior Side Yard ; no limit into a <i>rear yard</i> ; not permitted in a minimum <i>side yard</i> and in any case, not within 3m of a <i>dwelling</i> on a separate lot . In the C1 Zone, no air conditioner shall only be permitted in the <i>rear yard</i> at the <i>ground level</i> or the <i>first storey</i> .
Solar collector, wind turbine non-commercial	No maximum into any rear yard only provided they are no closer than 3 m (9.84 ft.) to an interior side yard or rear yard lot line or within a minimum Exterior Side Yard
Commercial Solar Collector, commercial wind turbine	No maximum into any yard provided they are no closer than 3 m (9.8 ft.) to an interior side yard or rear yard lot line or 10 m (32.8 ft.) or a distance equal to the height of the installation, whichever is greater, from any street line

4.36 Prohibited Uses

Except as specifically permitted in this By-Law, the following uses are prohibited:

- a) Adult Entertainment Parlour and Body Rub Parlour; and
- b) The use or storage of bulk storage tanks on any **lot**; and
- c) The storage of inoperative rail cars, streetcars, buses, truck bodies or

trailers without wheels; and

- d) The parking or storage of commercial motor vehicles and inoperative farm vehicles on a vacant **lot**; and
- e) The outdoor storage of partially dismantled and/or unlicensed motor vehicles or **recreational vehicles**, or trailers or motor vehicle or trailer parts; and
- f) Noxious uses; and
- g) Smelters, ethanol plants, the manufacturing, refining, rendering or distillation of acid, ammonia, chlorine, coal, coal oil, creosote, explosives, fireworks, glue, petroleum, tar or other gases; and
- h) The bulk storage of industrial chemicals, and hazardous waste, or liquid industrial waste as defined under the Environmental Protection Act, R.S.O., c. E.19, as amended, and
- i) In any commercial zone, the operation of an **arcade** or **video arcade** shall not be permitted within 400 m (1,312.3 ft.) of a **school**.

4.37 Railway Setbacks

Notwithstanding any other provision of this By-law, no residential **building** or **structure**, **Institutional Use**, use including overnight accommodation, **Clinic**, or open space use, shall be **erected** closer than 30.0 metres from any principal main-line, railway right-of-way, or corridor or secondary main-line railway right-of-way or corridor.

4.38 Source Water Protection Regulations

- a) The following provisions take precedence over the provisions of the underlying zone. They apply to land uses within an area affected by the Source Water Protection Overlay, as shown on Schedule "A" to this By-law. This By-law restricts **development** in the various **Intake Protection Zones**, as follows:
 - i. Properties having parts lying within more than one intake protection zones (IPZ), as shown on Schedule 'A', or only having a part of the property within the IPZ, shall be subject to the restrictions applicable to the more sensitive rating. Notwithstanding the preceding, **Council**, or a staff **person** delegated by **Council**, will have the authority, in consultation with the Source Protection Authority, to apply the lesser restriction where a land use or activity will clearly be limited to the area with the lower sensitivity rating.
 - ii. The **Intake Protection Zone** area with a sensitivity score of 10 is here by subject to or effectively a holding provision and no **building** shall be **erected** without this holding provision being removed or modified. The hold will be lifted for residential purposes that are on full municipal water and sanitary sewer services.
 - iii. Any proposed use that has the potential to use, store or undertake the following types of activity, or which may use any of the items listed in this Section, shall be prohibited in the **IPZ** score areas as

specified:

1. Sewage Treatment Plant Effluent Discharges in areas having **IPZ** scores of 8, 9, or 10
 2. Industrial Effluent Discharge within areas having **IPZ** scores of 8, 9, or 10
 3. Combined Sewer Discharge outlet within areas having **IPZ** scores of 8, 9, or 10
 4. Sewage Treatment Plant By-pass discharge within areas having **IPZ** scores of 8, 9, or 10
 5. Waste disposal sites, as defined or described by the Mississippi-Rideau Source Protection Plan, within areas having **IPZ** scores of 8, 9, or 10
 6. Large Storage of Sewage (e.g. treatment plant storage tanks) within areas having **IPZ** scores of 9 or 10;
 7. Stormwater Management Facility within areas having an **IPZ** score of 10:
 8. fuel storage at a bulk plant, gas station or refinery within an area with an **IPZ** score of 10,
 9. road salt storage of more than 5,000 tonnes within an area with **IPZ**- score of 9 and more than 500 tonnes within an area with an **IPZ** score of 10;
 10. Permanent snow dump sites shall be less than 1 ha in an area with an **IPZ** score of 9 and shall not be located in area with an **IPZ** score of 10. Notwithstanding the preceding an emergency snow dump is permitted in an **IPZ** with a score of 9.
 11. Commercial or bulk storage of fertilizer in amounts exceeding 2,500 kg within an area with an **IPZ** score of 10
 12. Commercial or bulk storage of pesticides within areas having **IPZ** scores of 9, or 10;
 13. **Development** not connected to municipal sanitary sewer services within an area having an **IPZ** score of 10.
- iv. The areas identified within **IPZ** Zones on Schedule A shall be deemed to be subject to a holding provision with respect to the **development** of following uses and activities and the holding provision will not be removed until in consultation with the RMO the source protection requirements have been met.
1. Fuel storage supply for on-site heating within an area with an **IPZ** score of 10
 2. Agricultural manure storage or manure application within areas having **IPZ** scores of 8, 9, or 10;
 3. Large scale drainage management projects within areas having **IPZ** scores of 8, 9, or 10;
 4. Major construction projects (such as high **density** residential uses, industrial **building**, **shopping centre**, business park, residential subdivision, or solar farm) within areas having **IPZ** scores of 8, 9, or 10.

4.39 **Rooming House, Boarding House and Hostels**

- a) A rooming house may only be permitted in a residential zone which permits multi-unit dwellings and in the Local Commercial C3 Zone and a **hostel** may only be permitted by way of amendment to this By-Law.
- b) No rooming house or **hostel** shall be located closer than 300 m (984 ft.) in a straight line distance to any other rooming house, **boarding house** or **hostel**.
- c) Dwellings being converted to rooming houses shall be permanent **single-detached dwellings** or two-unit dwellings only. Rooming house units in mobile homes are prohibited.

4.40 **Sight Triangle**

a) **Prohibited Uses**

Within any area defined as a sight triangle, the following uses are prohibited:

- i. a **building, structure**, or use which would obstruct the vision of drivers of motor vehicles;
- ii. a fence, tree, hedge, bush or other vegetation greater than 0.8 m (2.62 ft.) except a chain link or wire fence per subsection 4.13;
- iii. any portion of a **delivery space, loading space, driveway** or **parking space**;
- iv. a berm or other ground surface which exceeds the elevation of the street by more than 0.8m (2.62 ft.)

b) **Sight Distances**

For the purposes of this By-Law, the following sight distances shall apply: (see the definitions of sight distances and sight triangle for measurement of distances)

- i. no distance requirement in lands zoned General Commercial (C1) Zone -(Downtown Sector);
- ii. Six (6) m (19.6 ft.) from a street intersection in all other zones.
- iii. 3.65 m (12 ft.) from a **driveway** intersection with a street in all other zones

- c) Despite the above, in any zone where any street crosses a railway at the same grade the railway shall be deemed to be a street and a sight distance of 45 m (147.6 ft.) shall be required measured from the point of intersection of the centre line of the railway right-of-way and the street line abutting the **lot**

4.41 **Signs**

See current Sign By-law, as amended from time to time.

4.42 **Storage Containers and Storage Trailers**

- a) Storage containers and storage trailers may be permitted in specific

Commercial or Industrial zones, identified in Table 8 on a temporary (six months or less) or permanent (greater than six months) basis, subject to the following regulations;

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Table 8 - Storage Containers and Storage Trailers

<u>REGULATION</u>	<u>COMMERCIAL ZONES</u>	<u>INDUSTRIAL ZONES</u>
<u>Permitted Zones</u>	<u>Highway Commercial (C2) Business Park (C5)</u>	<u>Restricted Industrial (M1) General Industrial (M2)</u>
<u>Site Plan Control</u>	<u>Shall only be permitted subject to an approved Site Plan and Site Plan Agreement, registered on the title of the subject property.</u>	<u>Shall only be permitted subject to an approved Site Plan and Site Plan Agreement, registered on the title of the subject property.</u>
<u>Maximum Lot Coverage</u>	<u>Storage Containers/Trailers to be included in maximum lot coverage of respective zone</u>	<u>Storage Containers/Trailers to be included in maximum lot coverage of respective zone</u>
<u>Maximum Number of Storage Container/Trailers**</u>	<u>3 units (combined container/storage)</u>	<u>3 units (combined container/storage)</u>
<u>Maximum Size/Dimensions</u>	<u>3 m width by 12.1 m length by 2.9 m high and a maximum gross floor area of 36.3 m2</u>	<u>3 m width by 12.1 m length by 2.9 m high and a maximum gross floor area of 36.3 m2</u>
<u>Permitted Location</u>	<u>Rear yard or interior side yard subject to zone setbacks</u>	<u>No yard restrictions, must be 30 m setback from Front or Exterior Lot Line and zone setbacks for side and rear yards</u>
<u>Building Separation</u>	<u>1.5 m from any other building wall face located on the same property, or as prescribed by the OBC.</u>	<u>1.5 m from any other building wall face located on the same property, or as prescribed by the OBC.</u>
<u>Location Restrictions</u>	<u>Not permitted on any fire lane, parking space, parking aisle or driveway, vehicle service queue, landscape buffer strip or in a site triangle</u>	<u>Not permitted on any fire lane, parking space, parking aisle or driveway, vehicle service queue, landscape buffer strip or in a site triangle</u>
<u>Maximum Height</u>	<u>Zone Maximum Height. The vertical stacking of storage containers or</u>	<u>Zone Maximum Height. The vertical stacking of storage containers or</u>

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	<u>storage trailers is prohibited.</u>	<u>storage trailers is prohibited.</u>
<u>Ventilation & Explosion Relief Panels</u>	<u>As per Approved Site Plan/Agreement and declared use of container/trailer</u>	<u>As per Approved Site Plan/Agreement and declared use of container/trailer</u>
<u>Fencing</u>	<u>Use of Storage container/trailers for the purpose of screening or fencing is prohibited</u>	<u>Use of Storage container/trailers for the purpose of screening or fencing is prohibited</u>
<u>Advertising on Storage Container/Trailer</u>	<u>Advertising Signs are permitted to be installed on a storage container/trailer in accordance with the Town's Sign By-law</u>	<u>Advertising Signs are permitted to be installed on a storage container/trailer in accordance with the Town's Sign By-law</u>
<u>Screening</u>	<u>Screened from a public street, a residential zone or a residential use by a landscaped buffer strip or opaque fence a minimum of 2 m in height</u>	<u>Screened from a public street, a residential zone or a residential use by a landscaped buffer strip or opaque fence a minimum of 2 m in height</u>

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**Where the principal use of the land is for a business which rents and/or sells storage containers or storage trailers, the maximum number of storage containers/trailers permitted on the site shall not be limited except as provided for in an approved site plan, registered on the title of the property.

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- b) A storage container or a storage trailer shall be considered as an **accessory** use except where specifically permitted as principal use or occupied by a principal use for non-storage purposes.
- c) A storage container or a storage trailer shall be maintained in a sound and functional condition suitable for the intended use, with fully operational doors, completely weather resistant walls and roof and fully compliant with the Town's property standards by-law.
- d) Notwithstanding any provisions to the contrary, in a residential zone one (1) storage container or storage trailer may be used for the temporary storage of household related items, such as but not limited, furnishings, personal belongings, materials, tools or equipment not related to any commercial or industrial enterprise, for a period not to exceed 30 days in a calendar year. Despite the location limitations, such temporary storage unit may be located in any yard except in a sight triangle.
- e) Notwithstanding any provisions to the contrary, a storage container or storage trailer may be used on any lot for the temporary storage of building

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materials or equipment or use as a field office associated during construction, subject to the terms and conditions of a valid Building Permit. Despite the location limitations, such temporary storage unit may be located in any yard except in a sight triangle.

- a) ~~In Commercial or Industrial zones, temporary (six months or less) or permanent (greater than six months) storage containers and storage trailers shall be permitted in specified zones in accordance with the zone regulations as set in this By-law and may require the owner of the property to enter into, or amend an existing Site Plan Agreement with the town where, upon review of a proposal, town staff are of the opinion that such an agreement would benefit the interests of either party.~~
- b) ~~Permanent (greater than six months) Storage containers and storage trailers shall be permitted in specified zones in accordance with the zone regulations as set out in Table 15 – Storage Containers and Storage Trailers of this by-law and subject to any licensing requirement of the Municipality as may be established from time to time by Bylaw under the *Municipal Act*.~~

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Item	Commercial Zones	Industrial Zones
Maximum Permitted Lot Coverage and Number of Storage Containers and Storage Trailers (Units) permitted per lot	<p>Whichever of the following provisions which is most restrictive shall apply;</p> <ul style="list-style-type: none"> -maximum of 3 units whether storage containers or storage trailers or a combination thereof in a C2 zone only -no limit where the C2 permitted use is for the commercial display and sale of storage containers or where the permitted use is a commercial self-storage facility - Except where permitted as a principal use, the maximum lot coverage provisions of accessory use provisions for the applicable zone shall apply. 	<p>Whichever of the following provisions which is most restrictive shall apply;</p> <ul style="list-style-type: none"> -maximum of 3 units whether storage containers or storage trailers or a combination thereof in M1, M2 and MP zones -not permitted in any source-protection, environmental and open space zones - Except where permitted as a principal use, the maximum lot coverage provisions of accessory use provisions for the applicable zone shall apply.

Maximum Dimensions	-3 m (width) by 12.1 m (length) by 2.9 m (height) and a maximum Floor Area, Gross of 36.3 m² per unit	-3 m (width) by 12.1 m (length) by 2.9 m (height) and a maximum Floor Area, Gross of 36.3 m² per unit
Location	-rear yard or interior side yard only except on a temporary basis -all other applicable setbacks continue to apply -minimum 1.5 m or as prescribed in the Ontario Building Code,	-No restriction provided unit(s) set back a minimum of 30 m from street line -all other applicable setbacks shall continue to apply

Item	Commercial Zones	Industrial Zones
	whichever is the greater distance separation from any other building wall face located on the same property.	-minimum 1.5 m, or as prescribed in the Ontario Building Code, whichever is the greater distance separation from any other building wall face located on the same property.
Location Restriction	Not permitted on any required fire access route, parking space, parking Aisle, Driveway, vehiclevehicle service queue, on a required landscape Buffer Strip, or in a site triangle	Not permitted on any required fire access route, parking space, parking Aisle, Driveway, vehiclevehicle service queue, on a required landscape Buffer Strip or in a site triangle
Maximum Height Restriction	See applicable zoning provision	See applicable zoning provision
Ventilation and Explosion Relief Panels	Required as per the declared use contained within the Site Plan Agreement	Required as per the declared use contained within the Site Plan Agreement
Fencing	Use of Storage Containers and Storage Trailers for the purpose of screening or fencing is prohibited	Use of Storage Containers and Storage Trailers for the purpose of screening or is fencing prohibited

Advertising on a Storage Container or Storage Trailer	Advertising Signs are permitted to be installed in accordance to the Towns Sign By law, as amended, on permanent a Storage Container or Storage Trailer	Advertising Signs are permitted to be installed in accordance to the Towns Sign By law, as amended, on permanent a Storage Container or Storage Trailer
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~~c) Additional Provisions for permanent Storage Containers and Storage Trailers: A storage container and a storage trailer shall be considered as an accessory use except where specifically permitted as principal use or occupied by a principal use for non-storage purposes.~~

~~i. The space occupied by Storage containers and/or storage trailers shall be screened from a public street, a residential zone or a residential use by a landscaped buffer strip or opaque fence a minimum of 2 m in height except on a lot in an Industrial Zone that permits outdoor storage that has industrial lots on all other sides exterior side yards shall be screened.~~

~~ii. A storage container or a storage trailer shall be maintained in a sound and functional condition suitable for the intended use, with fully operational doors, completely weather resistant walls and roof and fully compliant with the property standards or property maintenance by laws as may be established by the Municipality under the Municipal Act from time to time.~~

~~d) Temporary Storage containers and storage trailers~~

~~i. In a commercial or industrial zone Storage containers and storage trailers may be used for temporary accessory storage (one to six months) to a principal building in a commercial or an industrial zone provided the Storage containers and storage trailers is parked in a side or rear yard, has a setback equal to the exterior side yard of the principal building or 4.5 m (15 ft.) from any exterior side lot line and are not permitted on any required fire access route, parking aisle, driveway, vehicle service queue, on a required landscape buffer strip, or in a site triangle.~~

~~The number of temporary commercial trailers plus any Storage containers and storage trailers shall not exceed a maximum of six. This limit shall not apply on a site for loading or unloading or storage of commercial trailers where the principal use is a trucking or transportation depot. Stacking of temporary Storage containers is prohibited.~~

~~ii. In a residential zone one Storage container or storage trailer may be used for the temporary storage of household related items, such as but not limited, furnishings, personal belongings, materials, tools or equipment not related to any commercial or industrial enterprise, for a period of up to one month in a calendar year.~~

~~iii. Notwithstanding clauses 4.42 c i and 4.42 c ii this section shall not be~~

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~~deemed to prevent the use of a storage container or storage trailer as a temporary use in any zone where required for the storage of building materials or equipment or use as a field office associated with construction on the same lot provided a valid Building Permit is in place. Despite the location limitations, such temporary storage unit may be located in any yard except in a sight triangle.~~

4.43 Streets Parks, Playgrounds, and Community Gardens

In any zone established by this By-Law, **public streets**, walkways, bike paths and parks, **playgrounds** and **community gardens** are permitted.

4.44 Temporary Buildings or Structures during Construction

- a) Nothing in this By-Law shall prevent the use of land or the use or **erection** of a temporary **building** or **structure** or a scaffold or other equipment essential to the construction in progress for which a **building** permit has been granted, but only until such time as the work has been finished or abandoned or such equipment is no longer required.
- b) In addition, temporary accommodation for a business or other use which is intended to occupy a **building** or **structure** which is under construction with the work in progress on such **building** or **structure**, may be temporarily permitted on the same **lot** in the form of a mobile, re-locatable, portable or transportable **building** or **structure** provided:
 - i. Approval is obtained from the **Corporation** through a motion of **Council** or under a legally binding agreement.
 - ii. Such temporary accommodation is removed from the **lot** immediately upon completion of construction, abandonment of construction.
 - iii. Nothing in this By-law shall prevent the use of land or the use or **erection** of a temporary real estate sales or rental office for which a **building** permit has been issued and/or approval is obtained from the **Corporation**.

4.45 Through Lots

Where a **lot** is a **through lot**, the requirements for **front yards** contained in this By-Law shall apply to each yard abutting a street.

4.46 Public Uses

The provisions of this By-Law shall not apply to limit the use of any land or to the **erection** or use of any **building** or **structure** for a utility installation or municipal infrastructure for the purpose of **public service** by the Municipality, any **public authority**, any department of Lanark County, the Government of Ontario or Canada or any public utility including any Hydro One facilities or federally or provincially regulated utility or communication service pursuant to the Planning Act, provided that where such land, **building** or **structure** is located in a Residential Zone or on a **lot** adjacent to a Residential Zone:

- a) no goods, materials or equipment shall be stored in the open except in accordance with the relevant zone provisions;
- b) the **lot coverage**, setback and yard requirements of the zone in which such land, **building** or above ground **structure** is located shall be complied with, except for gas, telephone, cable and electric power (i.e. poles, towers, lines and similar elements);
- c) any **building** or **structure Erect or Constructed** in a Residential Zone under the authority of this section shall meet the regulations of the zone and be designed and maintained in general harmony with the residential buildings of the type permitted in the zone;
- d) Any **building erected** under the authority of this section shall not be used for the purpose of an office except for a government building;
- e) the **parking space** and loading regulations as set out in this By-law shall be complied with.
- f) **Communications Facilities** shall comply with Industry Canada Standards for construction and safety. A **communications facility** shall only be permitted in an Industrial Zone.
- g) Secondary uses, such as active and passive recreation, agriculture, **community gardens**, other utilities, and uses such as parking lots and outdoor storage areas that are **accessory** to adjacent lands uses, are encouraged on hydro corridor lands, where compatible with surrounding land uses. However, a proponent should be aware of the primacy of electricity transmission and distribution facilities and that secondary uses require technical approval from Hydro One Networks.

4.47 Water and Sewage Disposal Services

No **building** permit shall be issued for any **building** or **structure** which requires municipal water and sewer services unless such services are available and have the capacity to service such **development** or are to be installed subject to a valid subdivision or **development** agreement providing for such services i.e. all **development** shall be connected to municipal water and sewer services unless otherwise exempted by the Building Code.

Section 5. Interpretation

5.1. Zone Classification

For the purposes of zoning, the Planning Area is divided into Zones which are applicable to the Town of Perth. These zones are named and described in the following sections, the boundaries of which are shown on the attached Schedule 'A', also herein referred to as a zoning map', which forms part of this By-law. These zones may be referred to by the name or the symbol set opposite the name of the zone below:

Zone	Zone Symbol
Residential Zones	
Residential First Density	R1
Residential Fourth Density	R4
Commercial Zones	
General Commercial	C1
General Commercial Professional	C1P
Highway Commercial	C2
Neighbourhood Commercial	C3
Service Commercial	C4
Business Park Commercial	C5
Industrial Zones	
Restricted Industrial	M1
General Industrial	M2
Waste Management Facility	WMF
Institutional Zone	
Institutional	I
Environmental Zones	
Open Space	OS
Environmental Protection	EP
Flood Plain	FP

5.2. Use of Zone Symbols

The symbols listed in subsection 5.1 may be used to refer to any of the uses of land, **buildings** and **structures** permitted by this By-law in the said zones and whenever in this By-law the word "zone" is used, preceded by any of the said symbols, such zone shall mean any area delineated on the zoning map and designated thereon by the said symbol.

5.3. Holding Zone

Any zone classification detailed in subsection 5.1 above may be placed in a "Holding" classification by adding to the zone designation the word "Holding" or the letter "-h" as the case may be. For example, a Residential First Density "R1" Zone would become a Residential First Density- Holding "R1-h" Zone.

Except as otherwise provided for within a specific zone, where the **holding zone** symbol is applied, the use of lands so zoned shall be limited to **existing** uses and **conservation uses** and no **building** expansion or new **buildings** and **structures** shall be permitted, unless otherwise specified in the site specific zone. An **existing building**, which is in use or in a condition suitable for safe occupancy at the time the holding provision is applied, may be repaired or replaced on the original foundation or footprint provided there is no change in the dimensions or volume of the **building**.

Except as otherwise provided within a specific zone, the intent of applying the holding provision is to prevent **development** on vacant lands or the intensification of existing **development** until such time as appropriate subdivision, **condominium** or site plans have been approved, suitable arrangements for connection to municipal servicing have been made and the availability of adequate water supply and sanitary treatment capacity are confirmed.

- a) Any change from the holding status shall require an amendment to this By-Law and may require that the applicant enter into an agreement with the Corporation prior to the amendment being approved.
- b) No holding provision prohibiting Building Permit or Site Plan Control approval shall be removed within a Source Water Protection Zone without the potential impact upon Source Water being reviewed and accepted by the Municipality in consultation with the Source Protection Authority.

5.4. Interpretation of Zone Boundaries

Where any zone boundary is uncertain on the Zoning Map, the following rules shall apply:

- a) Unless otherwise shown, the boundaries of the zones as shown on the Zoning Map are the centre lines of a **highway, public street** or **lane** or unopened road allowance and the projection thereof, including a **public street, road** or **lane** which has been closed whereupon the adjoining zone or zones shall extend to the centre line of the closed **public street, road** or laneway. Where a shoreline road allowance has been closed, the adjoining zone on the landward side shall extend and include all of the closed road allowance on the affected **lot**;
- b) A boundary indicated as following a watercourse, creek, stream or the right-of-way of a railway or an electrical, gas or oil transmission line shall be the centre line of such watercourse, creek, stream or right-of-way;
- c) A boundary indicated as following the shoreline shall follow such shoreline,

and in the event of a change in the shoreline, the boundary shall be construed as moving with the actual shoreline;

- d) Where zoning boundaries are indicated as approximately following **lot lines** shown on a **registered plan** of subdivision, reference plan, mining claim, municipal or geographic township or Town boundary, such **lot lines** shall be deemed to be the said boundary;
- e) A boundary indicated as following the limits of the Town of Perth or the Planning Area shall follow such limits;
- f) Where zoning boundaries are indicated as approximately parallel to the line of any street and the distance from such street is not indicated, such zoning boundaries shall be construed as being parallel to such street-lines and the distance therefrom shall be determined by the use of the scale shown on the zoning map;
- g) Where any zone boundary or a dimension is left uncertain after application of the above provisions then the boundary or dimension shall be determined from the zoning map using the scale bar thereon demeanor.

5.5. Multiple Zones Applying to One Property

Where a lot is divided into more than one zone, each such portion of the lot shall be used in accordance with the provisions of this By-Law for the zone where such portion of the lot is located. Each such portion of the lot shall be considered as a separate lot for the purposes of determining zone provisions.

5.6. Correction of Minor Administrative Errors

Where the intent of the By-law is maintained, minor modifications or revisions of an administrative or technical nature to correct section numbering, spelling, grammar or formatting, or that do not change the regulatory intent or effect of the By-law will not require an amendment to this By-law.

Section 6. Residential First Density (R1) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Residential First Density (R1) Zone except in accordance with the following provisions.

6.1 Permitted Uses

- Single Detached Dwelling
- Duplex Dwelling
- Semi-detached Dwelling
- Triplex Dwelling
- Fourplex/Quadplex Dwelling
- Converted Dwelling
- Additional Residential Unit
- Home Based Business
- Group Home, Type A
- Bed and Breakfast
- Public Use
- Public Service Facility

6.2 Zone Requirements

Zone Provisions	Single Detached	Semi-Detached	Duplex	Triplex	Quadplex	Converted
Minimum Lot Area	366 m ²	464 m ²	464 m ²	464 m ²	464 m ²	464 m ²
Minimum Lot Frontage	12.2 m	15 m	15 m	15 m	15 m	15 m
Minimum Front Yard	6m	6m	6m	6m	6m	6m
Minimum Rear Yard	6m	6m	6m	6m	6m	
Minimum Side Yard	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof
Minimum Exterior Side Yard	4.5m	4.5m	4.5m	4.5m	4.5m	4.5 m
Maximum Height	10.6m	10.6m	10.6m	10.6m	10.6 m	10.6 m
Maximum Lot Coverage	40%	40%	40%	40%	40%	40%

6.3 Additional Requirements

- a. The zone requirements for a **single-detached dwelling** shall apply to a permitted Type A Group Home, **public use or public service facility**.
- b. A **garden suite** is a **permitted use** only where a Temporary Use By-law has been enacted.
- c. All room sizes shall conform to the Building Code.
- d. Subject to the requirements in Section 4 - General Provisions (e.g. see for example Home Based Businesses) no **person** shall **erect**, display, maintain any sign on a **lot** or **building** used for residential purposes, except a sign containing the name, address and profession of a resident or occupant, not more than 0.4 m² (4.3 ft.²) and shall not include any commercial advertising.
- e. Additional residential units shall be in accordance with General Provisions
- f. All dwelling units shall provide the required parking of 1 space per dwelling unit on the property on which the dwelling unit(s) is located.
- g. Bed and Breakfast in accordance with General Provisions
- h. See also the **lot coverage** exemption under subsection 4.27.
- i. The minimum interior side yard shall not apply to the party wall of a **semi-detached** dwelling.
- j. **Converted Dwelling**

No *Converted Dwelling* shall be permitted unless:

- The **building** is 20 years or more in age at the date of the passing of this By-Law or is an **existing converted dwelling** area in the original dwelling before conversion is 130 m² (1,399.3 ft.²) or more and is located on more than one (1) storey.
- The dwelling contains no more than four (4) **dwelling units** after conversion with a lot width of 12 m (39.3 ft.) or more nor more than two (2) units if the lot width is less than 12 m (39.3 ft.)

6.4 Exception Zones

6.4.1 R1-1 (former R1-1) Residential First Density Exception 1

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-1:

- min. yards for **parking area**: front - 22.8 m (74.8 ft.); side yard - 4.5 m (14.7 ft.) and rear yard - 13.6 m (44.6 ft.)
- required parking: 2 spaces for **dwelling unit** plus 1 space per guest bedroom
- one two-faced sign maximum
- max. sign area 1.8 m² (19.3 ft.²)
- min. setback of sign from **front lot line**: 1.5 m (4.9 ft.)
- max. sign height 2.7 m (8.8 ft.)
- min. **lot area**: 1.2 ha (2.9 ac.)
- Notwithstanding any provision or definition of this By-law to the contrary, a **bed and breakfast establishment** in the R1-1 Zone may consist of up

- to six (6) **accommodation rooms** provided no more than 50% of the **floor area** of the **existing** dwelling is used for all elements of the operation of the said establishment. The principal **access lane** from Drummond Street may have a width of less than 6 m provided the **existing parking area** is not increased in size by more than 20%.
- Outdoor **parking areas** on the property shall not exceed 142 sq. m (5000 sq. ft.) with a maximum of 8 vehicles associated with the **bed and breakfast establishment**. New outdoor **parking spaces** or areas in excess of the above noted 20% shall be located in the **front yard** or **exterior side yard**.
 - Any expansion of the **existing parking area** shall be screened from the abutting properties in direct line of sight of the **parking spaces** by either the **construction** of an opaque wooden fence or the planting of evergreen trees or shrubs or any combination thereof. If placed adjacent to the property line, a fence shall have a minimum height of 1.5 m and if placed immediately adjacent to the **parking area** the fence shall have a minimum height of 1.2 m. Screening vegetation shall be a minimum of 1 m in height at planting and have a height at maturity of not less than 1.5 m and individual specimens shall be planted with a maximum separation of 1 m on centre or a minimum separation of 15 cm between specimens, whichever is greater.”
 - One sign with a surface area between 1 m² and 3 m² is permitted and the minimum setback from any **lot line** for such a sign shall be 3m. The **existing** non complying sign shall be deemed to comply with the by-law provided it is not relocated or replaced with a setback from the **front lot line** of less than 3 m.

6.4.2 R1-2 - Reserved

6.4.3 R1-3-h (former R1-3-h) Residential First Density Exception 3 -holding

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-3-h:

- Lands within this zone are intended for a mix of residential **development** that includes medium and high **density** uses. The holding provision is intended to remain in place until a mixed-use subdivision is approved together with the required servicing extensions.

6.4.3 R1-4 (former R2-1) Residential First Density Exception 4

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-4

- min. **lot area**: 165 m² (1776 ft.²)
- min. **lot frontage**: 12.2 m (40 ft.)
- min. yards: front - 4.6 m (15 ft.); rear - n/a; side - 0.9 m (2.9 ft.)
- max. **building height**: 10.6 m (34.7 ft.)
- max. lot coverage: 60%
- home based business uses limited to 1st floor

- signage, ingress and egress, **loading spaces** for commercial uses limited to rear and side yards
- front or **exterior side yards** for residential use only
- required parking: 1 space/**dwelling unit**
- home based business parking in rear or side yard only and screened
- min. width **landscaped open space** along street-line except **parking area** or **driveway** 4.6 m (15 ft.)

6.4.4 R1-5 (former R2-3) Residential First Density Exception 5

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-5:

- the maximum lot coverage for all enclosed or partially enclosed buildings and **structures** shall be 40 % and an additional 5% **lot coverage** is permitted for unenclosed **accessory structures**, including **attached porches** or **decks** with a surface elevation up to 1 metre above the finished grade.

6.4.7 R1-7 (former R2-5) Residential First Density Exception 7

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-7:

- minimum **lot frontage** in the R1-7 Zone shall be 18.2 m (60 ft).
- minimum **front yard** for a **dwelling** or any projecting **deck, porch** or veranda with a roof shall be 3 m but shall remain 6 m for a garage.
- minimum rear yard for a **dwelling** shall be 4.88 m (16 ft).
- minimum rear yard for an **attached** garage one storey in **height** shall be 2.7 m (9 ft.).
- maximum lot coverage shall be 40% for all **buildings** and **structures**.
- minimum **lot area** shall be 371.6 m² (4,000 ft²).

6.4.8 R1-8 (former R2-6) Residential First Density Exception 8

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-8:

- i. The maximum total **lot coverage** for all enclosed or partially enclosed **buildings** and **structures** shall be 40% and up to 45% **lot coverage** is permitted for unenclosed **accessory structures**, including **attached porches** or **decks** with a **deck** surface elevation up to 60 cm above the finished grade, but subsection 4.1.1 paragraph i) shall continue to apply.
- ii. Where the distance between the **front lot line** and the rear lot line is 26 m (85.3 ft.) or less, up to 5 m (16.4 ft) of the main wall for the **principal building** may be **constructed** with a minimum rear yard of 4 m (13 ft.) provided that the portion of the **principal building** with the reduced rear yard shall be limited to one storey and a maximum **height** of 6 m; and

any portion of the **principal building** 21.5 m (70 ft) or more from the **front lot line** shall have a minimum rear yard of 6 m; and further provided that the following minimum rear yard separation distances between **buildings** and **structures** on separate lots are maintained:

- 1) **10m** between **buildings** or fully or partially enclosed **structures** with a **floor area** or **lot coverage** of 28 m² (300 ft²) or more
 - 2) **7.5m** between **buildings** or fully or partially enclosed **structures** with a **floor area** or **lot coverage** exceeding 28 m² (300 ft²) and a free standing fully or partially enclosed **accessory structure** with a **floor area** or **lot coverage** less than 28 m² (300 ft²) 7.5 m
 - 3) **6m** between **buildings** or fully or partially enclosed **structures** with a **floor area** or **lot coverage** exceeding 28 m² (300 ft²) and an unenclosed **accessory structure**, **deck** or platform with a surface elevation of 60 cm or less above the finished grade
 - 4) **3m** between free standing fully or partially enclosed **accessory structures** with a **floor area** or **lot coverage** less than 37 m² (300 ft²) and/or a **deck** or platform with a surface elevation more than 60 cm above the finished grade and a similar **structure** on an abutting lot
- a “minimum rear yard separation distance” shall mean the shortest distance between two **structures** on separate lots measured across a rear lot line.

6.4.9 R1-9 (former R2-7) Residential First Density Exception 9

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-9:

- a **home based business** is permitted in an **existing accessory building** subject to the following requirements:
- A **home based business** operating in the **accessory building** shall be limited to a home craft business including furniture manufacture and assembly, a contractor’s office and assembly shop, a repair service, a distribution sales office or mail order office, and a professional or consulting service but excluding a medical or dental service.
- The **home based business** shall not include or provide any instructional service.
- The **accessory building** occupied for the **home based business** shall not exceed a **lot coverage** of 69 m² (742 ft.²);
- A **home based business** shall not operate within both the residence and an **accessory building**, except that a business office space of up to 9.3 m² (100 ft.²) will be permitted within the residence for a non-office use in the **accessory building**.

- The **accessory building** occupied for the **home based business** shall have a minimum side yard abutting a residential zone of 3 m (9.8ft.) and a minimum rear yard of 27.5 m (90 ft.);
- There shall be a maximum of one employee other than the resident business owner/operator.
- The minimum parking required for a permitted **home based business** shall be three spaces. However, a fourth **parking space** located beside or behind the **accessory building** shall be created if there is an employee.
- Except for the **floor area** exemption per the above clause, the Regulations and the Signage requirements for a **home based business** shall apply.

6.4.10 R1-10 (former R2-8) Residential First Density Exception 10

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-10:

- the maximum lot coverage shall be 43%.

6.4.11 R1-11 (former R2-9) Residential First Density Exception 11

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-11:

- a. The minimum front yard shall be 4.6 metres.

6.4.12 R1-12 (former R2-10) Residential First Density Exception 12

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-12:

- a. a **farm produce stand** shall be an additional permitted use, subject to the following provisions:
 - i. Minimum Front Yard: 4.5 metres
 - ii. Maximum Lot Coverage: 6%
 - iii. Minimum driveway entrance and exit width: 4.0 metres
 - iv. Minimum width of one-way parking aisles: 3.0 metres
 - v. Minimum width of planting strip: 1.0 metre
 - vi. Minimum required number of parking spaces: 4
 - vii. All other provisions of the R1 zone shall apply.

6.4.13 R1-13 (former R3-2) Residential First Density Exception 13

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-13:

- a. A triplex with a maximum of three (3) units shall be permitted. Any non-complying portion of the **existing building** may be converted for residential use.

6.4.14 R1-14 (former R3-4) Residential First Density Exception 14

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-14:

- one **dwelling unit** or;
- a **clinic** excluding laboratories, pharmacies or dispensaries;
- editorial, management and financial consultants;
- offices for surveyors and drafting services;
- offices for non-profit or **public service** uses, as well as legal, planning, accounting, architect, interior design, and engineering services; and
- a **bed and breakfast establishment**.
- Uses Permitted - on the second floor of 57 Wilson Street W. is limited to one **dwelling unit**.
- Uses Permitted at 59 Wilson St. W.: a **single-detached** or **duplex**; a **home based business**; and shared parking facility to be used by residents and employees/clients of 57 Wilson St. W.

Uses Prohibited

- a **clinic** at 59 Wilson St. W
- any use at 57 or 59 Wilson St. W. that would result in the total parking requirement for the combined uses on both lots exceeding 10 vehicles;
- a commercial use or **home based business** on a second floor
- a commercial use, **home based business** or **bed and breakfast establishment** at 57 Wilson Street W. if there is no **access** to parking at 59 Wilson St W.
- A **home based business** in any **building** used for more than one **dwelling unit**.

Provisions

- min. yard setbacks shall be the **existing** setbacks.
- a maximum of 8 **parking spaces** at 59 Wilson St. W. plus one turnaround space and max. of 2 **parking spaces** at 57 Wilson St. W.
- min. width landscaped buffer at 59 Wilson St. W: 4.5 m (14.7 ft.) along front and rear lot lines except the **driveway** and 2.13 m (7 ft.) along northerly **lot line**. Landscaped buffer to be maintained.
- maximum of 3 employees working in a business at 57 Wilson Street West other than a **clinic** except that there may be 4 employees where an employee is a resident at either 57 or 59 Wilson Street.
- maximum no. of employees working in a **clinic** at 57 Wilson St West. shall be 3 of which one may be a licenced physician or health care provider, with a maximum of 4 and two licenced health care providers where one of the providers is a resident of either 57 or 59 Wilson St. W.
- site plan approval required prior to construction of a **parking area**

6.4.15 R1-15 (former R3-5) Residential First Density Exception 15

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-15:

- a. a **bed and breakfast establishment** with a maximum of two **guest rooms** shall be permitted.

6.4.16 R1-16 (former R3-6) Residential First Density Exception 16

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-16:

- a **bed and breakfast establishment** with a maximum of three **accommodation rooms** shall be permitted, provided that the **floor area** used for any aspect of the **bed and breakfast establishment** is less than 50% of the **floor area** of the **existing** dwelling.
- up to five **parking spaces** are permitted without separate entrance and exit **lanes** or independent **access** to each **parking space** and a **driveway** width of up to 8.53 m (28 ft.) is permitted as long as the current parking configuration is maintained.

6.4.17 R1-17 (former R3-7) Residential First Density Exception 17

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-17:

- minimum **lot area** 464 m² (5,000 ft.²)
- minimum **lot frontage** 15 m (49.2 ft.)
- maximum lot coverage 40 %
- maximum **driveway** width:
 - with two separate **driveways** 2.74 m (9 ft.) per **driveway**
 - with two abutting **driveways** 5.5 m (18 ft.)

6.4.18 R1-18 (former R3-8) Residential First Density Exception 18

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-18:

- a. the second **dwelling unit** shall be limited to a one- bedroom apartment with a **floor area** not greater than half the first **floor area**.
- b. the minimum rear yard in the R3-8 Zone shall be 1.2 m (4 ft.);
- c. the minimum side yard shall be 4.88 m (16 ft.) except that for the **existing** one storey addition to the original **building** the minimum side yard shall be 3.35 m (11 ft.);
- d. the minimum **lot area** shall be 371.6 m² (4,000 ft.²);
- e. the minimum number of **parking spaces** required shall be three;
- f. an unenclosed **porch** with a maximum floor or **deck** area of 4 m² may be **constructed** with no minimum **exterior side yard**;
- g. the maximum lot coverage for a main residential **building** shall be 40%

and additional 5% **lot coverage** is permitted for **attached accessory structures** exclusive of a garage.

- h. the **existing** enclosed **porch** in the **exterior side yard** shall have legal non conforming status provided it is structurally compliant with the Ontario Building Code.

6.4.19 R1-19 (former R3-9) Residential First Density Exception 19

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-19:

- a **boarding house** is not permitted.

6.4.20 R1-20 (former R3-12) Residential First Density Exception 20

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-20:

- the maximum lot coverage for all enclosed or partially enclosed **structures** shall be 38% and up to 43% for unenclosed **porches** or **decks** with a **deck** surface elevation up to 60 cm above the finished grade but subsection 4.1.1 paragraph i) shall continue to apply.

6.4.21 R1-21 (former R3-13) Residential First Density Exception 21

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-21:

- the maximum **driveway** width shall be 5.25 m (17.22 ft.).
- the minimum **lot frontage** shall be 15.24 m (50 ft.)
- The maximum **Density** requirement in subsection 6.2 does not apply.

6.4.22 R1-22 (former R3-14) Residential First Density Exception 22

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-22:

- two residential units shall be permitted, and in recognition of the pre-**existing** legal non-complying status, two off-street **parking spaces** are required through a formal agreement located within 300 metres of the subject property plus one on site **parking space** as of the date this by-law was passed.

6.2.23 R1-23 (former R3-15) Residential First Density Exception 23

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-23:

- A **home based business** shall be permitted in the **accessory building**
- One non-illuminated sign having a total area not exceeding 1.83m² (6ft²) may be used to advertise the **home based business**.

6.2.24 R1-24 (former R3-16) Residential First Density Exception 24

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-24:

- Group Housing shall mean where there are two or more residential dwellings (e.g. single-detached, semi-detached, triplex, row housing, apartments) located on the same lot, Where the lot is retained under one ownership or registration.
- Solar energy device shall mean a device designed to collect, store and distribute solar energy.
- Solar energy devices are permitted as an accessory use provided that:
 - i. the device is attached to the roof of either a principal or accessory building or is ground mounted.
 - ii. roof-mounted solar energy devices, may not project beyond the outermost edge of the roof.
 - iii. Ground mounted solar energy devices shall not exceed a height of 2.5 meters;
 - iv. the total area of ground mounted solar energy devices shall not be greater than 20% of the lot area.
 - v. The minimum separation distance between solar energy device ground mounted systems shall be 0.5 metres.
 - vi. The minimum yard setback for a ground mounted solar energy device shall be 1.2 metres.
 - vii. Despite the above, no ground mounted solar energy devices shall be located between Robinson Street and any dwelling on the property.
- The minimum parking requirement for single detached dwellings is 1.25 spaces per unit.
- The minimum separation distance between dwellings shall be 5 metres.
- An attached deck and associated stairs shall be treated as part of the dwelling when applying zoning regulations, except that they shall be limited in size such that it shall not exceed 35% of the ground floor area of the dwelling.

6.4.25 R1-25 (former R4-6) Residential First Density Exception 25

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-25:

Permitted Uses

- **Single-detached**
- -converted **single-detached** to 3 units max.
- **-Accessory uses**

Regulations

- min. **front yard** 1.69 m (5.5 ft.) where **side yard** abuts adjacent lot 31, Plan 8828
- min. **side yard setback**: 0.88 m (2.88 ft.)
- 2 **parking spaces** required

6.4.26 R1-26 (former R4-12) Residential First Density Exception 26

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R1-26:

- the lands subject to the R1-26 Zone may be subdivided into multiple lots, **condominiums**, or ownerships, for the purposes of determining maximum **lot coverage** and the minimum **landscaped open space** all lands within the R1-26 Zone shall be considered as one lot.
- Within an individual, conveyable lot, **block** or parcel within the R4-12 Zone the maximum **lot coverage** shall be 55% with an additional 5% permitted for **accessory structures** that have no walls or roof provided that the maximum **lot coverage** for all **buildings and structures** within the lands encompassed by the R1-26 Zone shall be 45% with an additional 5% for open **decks**.
- for all lands encompassed by the R1-26 Zone the minimum **landscaped open space**, exclusive of all **driveways, parking areas, walkways, patios** or any other impervious surface shall be 35% and on an individual lot, **block** or parcel shall be 20%.
- maximum number of **single-detached dwellings** 10
- the minimum street setback for a garage with a vehicle entrance facing the street or having an **angle to the street** of less than 80 degrees shall be 6 m.
- the minimum street setback for a garage with a vehicle entrance facing the street or having an **angle to the street** of less than 80 degrees shall be 6m.
- where vehicle **access** and parking is provided over a shared entrance and a **lane** to the rear of individual units or in a common **parking area**, then the following requirements shall apply:
- minimum **building setback** from the **front lot line** for a **main wall** shall be:
 - i. 4 m (13 ft.) for any part of a **building** which has one **storey** and/ or a **building height** not greater than 4.5 m;
 - ii. 5 m (16 ft) for any part of a **building** which consists of 1.5 to 2 **storeys** and/ or a **building** with a **height** between 4.5 m and 7.5 m;
 - iii. 5.5 m (18 ft) for any part of **building** which has more than two **storeys** and/ or a **building height** exceeding 7.5 m
 - iv. the maximum for the **permitted projections** for awnings shall be 1.5 m (5 ft.) in the **front yard**.
- i. no **structure** or vegetation shall exceed a **height** of 1 m within 4 meters of any street entrance to a **driveway** or **lane**.

- ii. the minimum **exterior side yard** or **setback** from an **exterior side lot line** shall be 3 m.
- iii. the minimum **setback** from the easterly boundary of the R1-26 Zone for any **building** shall be: 7.5 m
- iv. the minimum **rear yard** or **setback** from the **rear lot line** for all **main buildings** shall be 4.5 m where the **rear lot** line abuts land subject to an **easement** for vehicle **access** or used for common open space and landscaping and the minimum **interior side yard** for a **detached or semi-detached dwelling** abutting such an **easement** or land in common open space use shall be a 1.2m (3.9ft) for the first two **storeys** of a **building** or part of a **building** to a maximum **height** of 7.5m.
- v. the minimum **lot frontage** required for a **single-detached dwelling** shall be 10.2m and the minimum **lot frontage** required for a **semi-detached dwelling** shall be 14m. In the event a **semi-detached dwelling** is subdivided one **dwelling unit** may have a minimum **lot frontage** of 6m.
- vi. a **dwelling unit** on a lot with **access** to a common green space and common **parking areas** through an ownership established under a **Condominium** the minimum **lot area** requirement shall be reduced to the following:
 - i. **Single-detached** 250 m² dwelling
 - ii. **Duplex, Triplex, Dwelling** 154 m² per dwelling
 - iii. **Semi-detached** dwelling 198 m² per dwelling
- h. the parking requirement for **development** within the R1-26 Zone shall be determined on the basis of the type of dwelling or use but where **access** to a common **parking area** within the R1-26 Zone is ensured through an ownership established under a **Condominium**, the parking for a specific **dwelling unit** or use owned by a member of the **Condominium** will not be determined based on the use of individual lots, **blocks** or parcels but shall be determined based on the total number of each **dwelling unit** type in the **Condominium** within the R1-26 Zone.
- i. The parking on individual lots, **blocks** or parcels shall be provided as per paragraph s) below.
 - i. where **access** to visitor parking in a common **parking area** within the R1-26 Zone is ensured through an ownership established under a **Condominium** then the minimum parking requirement for a one bedroom unit shall be reduced to 1.1 spaces per unit and the parking required for a two bedroom **duplex or semi-detached dwelling** shall be 1.25 spaces per unit.
 - ii. where **access** to a common **parking area** within the R4-12 Zone is ensured through an ownership established under a **Condominium** then:

- a. a **single-detached dwelling, duplex, semi-detached, or triplex** shall only be required to provide one **parking space** per **dwelling unit** on the lot, **block** or parcel encompassing the **dwelling unit** and the balance of the required parking for the dwelling shall be located in the common **parking area**; and
- b. or a **fourplex dwelling** no **parking spaces** shall be required on the lot, **block** or parcel encompassing the **dwelling unit** provided the required **parking spaces** are located within 60 m of the individual **Dwelling Units** in the **fourplex** in the common **parking area**.

6.4.27 R1-27 (R3-x – OLT-24-00210) Residential First Density Exception 27

Notwithstanding any provision of this By-law to the contrary, on those lands zoned R1-27, the minimum depth of an exterior side yard for a permitted principal use shall be 3.5 metres.

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Section 7. Residential Medium Density (R4) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Residential Medium Density (R4) Zone except in accordance with the following provisions.

7.1 Permitted Uses

- Multiple Dwelling
- Row or Townhouse Dwelling, including Additional Residential Units
- Stacked Townhouse Dwelling
- Apartment Dwelling
- Converted Dwelling
- Group Home, Type A
- Rooming/Boarding House
- Home Based Business
- Public Use
- Public Services

7.2 Zone Requirements

Zone Provisions	Multiple	Townhouse	Apartment/Staked Townhouse	Converted	Rooming/Boarding House
Minimum Lot Area	464 m ² for 1 st 4 units plus 46m ² for each additional unit	250 m ² for end dwelling units, 165 m ² for interior dwelling units	464 m ² for 1 st 4 units plus 46m ² for each additional unit	464 m ² for 1 st 4 units plus 46m ² for each additional unit	464 m ² for 1 st 4 units plus 46m ² for each additional unit
Minimum Lot Frontage	15m	6 m per dwelling unit	15	15	15
Minimum Front Yard	6m	6m	6m	6m	6m
Minimum Rear Yard	6m	6m	6m	6m	6m
Minimum Side Yard	One storey = 1.2 m + 0.6 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.6 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof	One storey = 1.2 m + 0.3 m for each additional storey or part thereof
Minimum Exterior Side Yard	4.5m	4.5m	4.5m	4.5m	4.5m
Maximum Height	10.6m	10.6m	12m	10.6m	10.6 m

135

Maximum Lot Coverage	40%	40%	40%	40%	40%
Minimum Landscaped Open Space	35%	35%	35%	35%	35%

7.3 Additional Requirements

1. The minimum interior side yard shall not apply to the party wall of a **row or townhouse** dwelling.
2. For any **row or townhouse** dwelling, a screened outdoor privacy area shall be provided abutting each dwelling unit having a minimum depth of 3 m (9.8 ft.).
3. **Apartment Building Yards**
Despite any minimum provision to the contrary, where the R4 Zone abuts any other residential Zone the minimum **interior side yard** and/or the minimum **rear yard** for a **building** exceeding three stories shall be the minimum specified or a distance equal to one third the **height** of the **building**, whichever is greater.
4. **Distance Separation Between apartment dwellings**
Where more than one (1) **apartment dwelling** is **erected** on the same lot, the distance between **buildings** shall not be less than half the average **height** of the apartment **buildings** except where the **buildings** are at right angles or not less than 70°, then the distance between the closest points of the main wall of the **buildings** may be reduced to 6 m (19.7 ft.) or one-third (1/3) the **height** of the **buildings**, whichever is less but in any case shall not be less than the minimum necessary for a fire route or fire lane, when required.
5. **Subdivided Row house or Townhouse**
6. Where a lot developed with a **row house or townhouse** is subdivided into separate parcels based on the common /partition walls between the **dwelling units** such that each **dwelling unit** is located on a free-hold lot, then, notwithstanding any requirement to the contrary, the lot encompassing an interior **row house or townhouse** dwelling shall have a minimum **lot area** of 185.8 m² (2,000 ft²) and a maximum lot coverage of 55% for enclosed **structures** with an additional 5% for unenclosed **accessory structures** provided that no **structure** exceeding 45% **lot coverage** has more than two stories or a maximum **height** of 7.5 m (24.6 ft), whichever is less and further provided the **building** on the original lot complies with all requirements of the applicable R4 Zone category.

7.4 Exception Zones

7.4.1 R4-1 (former R4-2) Residential Medium Density Exception 1

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-1:

- no openings, vehicular or pedestrian **access** to be below 133.36 m (437.5 ft.) elevation shall be permitted, but parking and pedestrian

- encroachments permitted
- min. elevation finished 1st floor 133.81 m (439 ft.) or 134.17 (440.1 ft.) of a dwelling
- parking in **front yard** permitted

7.4.2 R4-2 (former R4-3) Residential Medium Density Exception 2

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-2:

Permitted Uses

- lesser of 60 **dwelling units** or 21.25 units/ha
- **Group Home**
- recreation centre as an **accessory** use

Regulations

- min. elevation finished 1st floor 135 m (442.9 ft.)
- min. **building** separation 5 m (16.4 ft.)
- max. permitted projections 1.5 m (4.9 ft.) into side yard not exceeding one storey (sun **deck**, stairs and landings)

7.4.3 R4-3 (former R4-4) Residential Medium Density Exception 3

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-3:

Permitted Uses

- max. of 18 **dwelling units**

Regulations

- min. **building** separation: 3 m (9.8 ft.)
- no openings below 134.98 m (442.8 ft.) **flood elevation**

7.4.4 R4-4 (former R4-5) Residential Medium Density Exception 4

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-4:

Regulations

- max. number of residential units: 26
- min. setback: 30 m (98.4 ft.) from **high water mark**
- no openings below 134.98 m (442.8 ft.) flood elevation

7.4.5 R4-5 (former R4-7) Residential Medium Density Exception 5

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-5:

Permitted Uses

- **apartment dwelling** for seniors
- **accessory** office space

- space for in-house personal services

Regulations

- max. **building height**: four stories to a maximum of 13 m (42.6 ft)
- max. **density**: 159 **dwelling units** in **apartment buildings**
- required parking: 0.25 spaces per unit plus one space per employee with a minimum of 55 **parking spaces** of which 12 spaces may be compact car spaces with a minimum width of 2.43 m (8 ft.) and a length of 4.8 m (15.75 ft)
- notwithstanding that the lands may be separately conveyable, in the R4-5 Zone, the maximum **density** and minimum parking requirements shall be based on all **development** on contiguous parcels within the zone boundary.
- parking shall be permitted in the **front yard** provided a landscaped area or planting strip not less than 1.5m wide is provided between a **parking area** and a road allowance.
- calculation of **lot coverage** will be based on the entire area of the lot regardless of the location of zone boundaries and the minimum yard or **setback** requirements shall be measured from the property **lot lines** not the zone boundaries.
- The minimum **side yard** abutting land in an R1 zone shall be 6 m (19.7 ft.).
- where a solid wood privacy **fence** 1.8 m high is installed the minimum **landscaped open space** required may be reduced to 1 m: within the first 12 m of the **front yard** abutting the road starting at a point 3 m from the limit of the road and within 3 m of a **parking lot** in the **rear yard**; and may be reduced to 2 m abutting the southerly side of a **driveway** in the **rear yard** and nil on the northerly side of a **driveway** in the **rear yard**.
- a maximum of eight **parking spaces** may directly **access** or abut a cul-de-sac at the terminus of Alma Street provided they are visitor **parking spaces** that are not occupied overnight.
- The **lot line** abutting Alma Street is the **front lot line** and the shore **lot line** abutting the Tay River is the **rear lot line**.

7.4.6 R4-6 (former R4-8) Residential Medium Density Exception 6

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-6:

- A **townhouse development** shall be the only permitted use.
- the minimum street **setback** for any portion of a garage shall be 6 m.
- the **lot line** abutting Beckwith Street shall be the **front lot line** and all **buildings and structures**, shall be subject to the minimum **front yard** requirement.

- where vehicle **access** is provided over a shared entrance and a **lane** to the rear of individual units, then the minimum **building setback** from the **front lot line** for a **main wall** shall be 4 m (13 ft) and the minimum **setback** between a **street-line** and **porches, verandas, access decks, stoops and stairs**, or any part thereof, shall be 2 m (6 ft.).

7.4.7 R4-7 (former R4-9) Residential Medium Density Exception 7

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-7:

- land zoned R4-7 shall only be used for an **apartment, or buildings** with three or more **dwelling units**.
- the minimum street **setback** for any portion of a garage with an entrance facing the street or with an **angle to the street** of less than 80 degrees shall be 6 m.
- the **lot line** abutting Lustre Lane shall be the **front lot line** and all **buildings and structures**, save for the permitted projections and unenclosed **porches** or steps on the first floor, shall be subject to the minimum **front yard** requirement.
- where vehicle **access** and parking is provided over a shared entrance and a **lane** to the rear of individual units or in a common **parking area** in a **side or rear yard**, then the following requirements shall apply:
 - i. minimum **building setback** from the **front lot line** for a **main wall** - 4 m (13 ft.)
 - ii. the maximum for the permitted projections and awnings shall be 2 m (6.6 ft.) in the **front yard** with no other **front yard** projections except as provided for in the seventh and eighth rows of Table 7.
 - iii. the minimum **exterior side yard** or **setback** from an **exterior side lot line** for all **buildings and structures** shall be 3 m with a maximum projection of 1 m for **eaves** only with no other **exterior side yard** projections from the minimum **setback** except as provided for in the seventh and eighth rows of Table 7.
 - iv. the maximum **height** for construction at the minimum yards and **setbacks** provided for in clauses i) and iii) above shall be 10 m and for every additional metre of **building height**, or any part thereof, there shall be a corresponding increase in the yards and **setbacks** provided for under said clauses.
- No **building or structure** shall be permitted below an elevation of 134.91 m
- Minimum **interior side yard** or **setback** from an **interior side lot line** for all **buildings and structures**, inclusive of **accessory structures** and first floor projections shall be 6.5 m

- Minimum rear yard or **setback** from the **rear lot line** for all **buildings and structures**, inclusive of **accessory structures** and first floor projections shall be 5 m
- the Zone boundary opposite the **Front Lot Line** shall be considered the **rear lot line**.

7.4.8 R4-8 (former R4-10) Residential Medium Density Exception 8

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-8:

- the **lot line** abutting Gore Street shall be the **front lot line** and the minimum **front yard** setback shall be 3 m.
- any vehicle entrance to a garage or car port that has **angle to the street access** of less than 60 degrees shall have a minimum **setback** from the street of 6 m.
- the minimum **interior side yard** for an **apartment dwelling** shall be 2.34 m (8 ft.) for any **building** having 2 stories or less.

7.4.9 R4-9 (former R4-11) Residential Medium Density Exception 9

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-9:

- the maximum **lot coverage** for all enclosed or partially enclosed **buildings and structures** shall be 40% and an additional 5% **lot coverage** is permitted for unenclosed **structures**, including **attached porches or Decks** with a surface elevation up to 1 metre above the finished grade.

7.4.10 R4-10 (former R4-12) Residential Medium Density Exception 10

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-10:

- a. lands subject to the R4-10 Zone may be subdivided into multiple lots, **condominiums**, or ownerships, for the purposes of determining maximum **lot coverage** and the minimum **landscaped open space** all lands within the R4-10 Zone shall be considered as one lot.
- b. Within an individual, conveyable lot, **block** or parcel within the R4-10 Zone the maximum **lot coverage** shall be 55% with an additional 5% permitted for **accessory structures** that have no walls or roof provided that the maximum **lot coverage** for all **buildings and structures** within the lands encompassed by the R4-10 Zone shall be 45% with an additional 5% for open **decks**.
- c. the maximum **lot coverage** for all **apartment dwellings** with respect to all

lands within the R4-10 Zone shall be 20%.

- d. the minimum **landscaped open space**, exclusive of all **driveways**, **parking areas**, walkways, **patios** or any other impervious surface shall be 35% and on an individual lot, **block** or parcel shall be 20%.
- e. land zoned R4-10 shall be used for a mix of residential dwelling forms in accordance with the following:
 - i. minimum number of **dwelling units** 30
 - ii. minimum number of **dwelling units** in an **apartment building** 12
 - iii. maximum number of **single-detached dwellings** 10
 - iv. maximum number of **dwelling units** in an **apartment building** 20
 - v. maximum number of **dwelling units** 50
- f. within lands subject to a **Condominium**, one bedroom **dwelling units** within an **apartment dwelling** may be converted to rentable home business suites, for use of members of the **Condominium** in lieu of home-based business space within the **dwelling unit** of the **Condominium** member. Similarly, one bedroom apartment suites may be converted into rentable overnight accommodation suites for guests of **dwelling unit** owners that are members of the **Condominium**. The maximum number of apartment units that may be converted for either business space or overnight accommodation suites shall be equal to eight percent of the number of **dwelling units** within the **Condominium** membership up to a maximum of four converted units. Each converted unit shall have an independent exterior ~~entrance-exit~~ and a maximum **floor area** of 46 m² (495 ft.²).
- j. within lands subject to a **Condominium**, a **place of assembly**, in the form of a room with an independent exterior ~~entrance-exit~~ or a standalone **building**, with a **floor area** of up to 100 m² (1,076 ft.²), exclusive of washroom space, may be provided for the use of, or for lease to, members of the **Condominium**.
- k. the maximum number of lots, **blocks** or parcels for **single-detached dwellings** shall be 10 .Notwithstanding any provision of subsections 4.1 or 9.2 or the R4-12 Zone to the contrary, the minimum street setback for a garage with a vehicle entrance facing the street or having an **angle to the street** of less than 80 degrees shall be 6 m.
- l. the minimum street setback for a garage with a vehicle entrance facing the street or having an **angle to the street** of less than 80 degrees shall be 6m.
- m. where vehicle **access** and parking is provided over a shared entrance and a **lane** to the rear of individual units or in a common **parking area**, then the following requirements shall apply:

- i. minimum **building setback** from the **front lot line** for a **main wall** shall be:
 - 4 m (13 ft.) for any part of a **building** which has one **storey** and/ or a **building height** not greater than 4.5 m;
 - 5 m (16 ft) for any part of a **building** which consists of 1.5 to 2 **storeys** and/ or a **building** with a **height** between 4.5 m and;
 - 5.5 m (18 ft) for any part of **building** which has more than two **storeys** and/ or a **building height** exceeding 7.5 m
 - the maximum for the **permitted projections** for awnings shall be 1.5 m (5 ft.) in the **front yard**.
- ii. no **structure** or vegetation shall exceed a **height** of 1 m within 4 meters of any street ~~entrance-exit~~ to a **driveway** or **lane**.
- iii. the minimum **exterior side yard** or **setback** from an **exterior side lot line** shall be 3 m.
- n. the minimum **setback** from the easterly boundary of the R4-12 Zone for any **building** shall be: 7.5 m
- o. The minimum **setback** between a street-line and an **apartment dwelling** shall be: 25 m
- p. the minimum **rear yard** or **setback** from the **rear lot line** for all **main buildings** shall be 4.5 m where the **rear lot** line abuts land subject to an **easement** for vehicle **access** or used for common open space and landscaping and the minimum **interior side yard** for a **detached or semi-detached dwelling** abutting such an **easement** or land in common open space use shall be a 1.2m (3.9ft) for the first two **storeys** of a **building** or part of a **building** to a maximum **height** of 7.5m.
- q. the minimum **lot frontage** required for a **single-detached dwelling** shall be 10.2m and the minimum **lot frontage** required for a **semi-detached dwelling** shall be 14m. In the event a **semi-detached dwelling** is subdivided one **dwelling unit** may have a minimum **lot frontage** of 6m.
- r. a **dwelling unit** on a lot with **access** to a common green space and common **parking areas** through an ownership established under a **Condominium** the minimum **lot area** requirement shall be reduced to the following:

i.	Single-detached dwelling	250 m ²
ii.	Duplex, Triplex, Dwelling	154 m ² per dwelling
iii.	Semi-detached dwelling	198 m ² per dwelling
iv.	Townhouse (exterior unit)	175 m ²
v.	Townhouse (interior unit)	142 m ²
vi.	Apartment Dwelling	1,394 m ²
- s. the parking requirement for **development** within the R4-10 Zone shall be determined on the basis of the type of dwelling or use but where **access** to

a common **parking area** within the R4-10 Zone is ensured through an ownership established under a **Condominium**, the parking for a specific **dwelling unit** or use owned by a member of the **Condominium** will not be determined based on the use of individual lots, **blocks** or parcels but shall be determined based on the total number of each **dwelling unit** type in the **Condominium**. The parking on individual lots, **blocks** or parcels shall be provided as per below.

- t. where **access** to visitor parking in a common **parking area** within the R4-12 Zone is ensured through an ownership established under a **Condominium** then the minimum parking requirement for a one bedroom unit shall be reduced to 1.1 spaces per unit and the parking required for a two bedroom **duplex or semi-detached dwelling** shall be 1.25 spaces per unit.
- u. where **access** to a common **parking area** within the R4-12 Zone is ensured through an ownership established under a **Condominium** then:
 - i. a **single-detached dwelling, duplex, semi-detached, or triplex** shall only be required to provide one **parking space** per **dwelling unit** on the lot, **block** or parcel encompassing the **dwelling unit** and the balance of the required parking for the dwelling shall be located in the common **parking area**; and
 - ii. or a **townhouse** or **fourplex dwelling** no **parking spaces** shall be required on the lot, **block** or parcel encompassing the **dwelling unit** provided the required **parking spaces** are located within 60 m of the individual **Dwelling Units** in the **townhouse** or **fourplex** in the common **parking area**.
 - iii. the **parking area** for an **apartment dwelling** shall abut the **building** or be located within 30 m of the **building**.

7.4.11 R4-11 (former R4-13) Residential Medium Density Exception 11

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-11:

- a. for any **building** exceeding two stories or a **maximum height** of 7 m, a minimum **setback** of 6 m shall apply from any **lot line** shared with an abutting residential lot.
- b. a minimum **setback** of 6m shall apply to any **dwelling unit** where an **entrance-exit** to the **dwelling unit** or a window with an area exceeding 1.5 square metres orients to a rear **lot line** of an abutting residential lot.
- c. the **rear yard setback** may be reduced to 3 m where the side of a **dwelling unit** orients to the rear **lot line**, no **dwelling unit entrance-exit** faces the **rear lot line**, and no window with an area exceeding 1.5 square meters orients to the **rear lot line**.
- d. an opaque privacy **fence** a minimum of 1.8 m in height supplemented by

vegetation that will provide a visual screen to a minimum height of 3 m at maturity shall be required along any property boundary that form the **rear lot line** of an abutting residential lot for any **Development** that exceeds two stories or a maximum **height** of 7.5m.

where a **parking space**, other than a garage, is placed within 3 m of an abutting residential lot, an opaque privacy **fence**, a minimum of 1.8 m in **height**, shall be constructed within 1 m of the common **lot line** between the **parking space** and the **lot line** and said **fence** shall have a width extending not less than one metre to either side of the **parking space or parking area**.

7.4.12 R4-12 (former R4-14) Residential Medium Density Exception 12

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-12:

- a. the **minimum lot frontage** for a multiple-residential **building** of three or more units shall be 18.2 m (60 ft.) and shall be measured as the total of the **frontage** for each **dwelling unit** with a shared or common wall in a given **building** regardless of whether a **dwelling unit** is on a separately conveyable **lot**.
- b. the minimum **lot frontage** for a **Single-detached** shall be 12.2 m and for a **building** with 2 **dwelling units** shall be 6.1 m per unit.
- c. parking for a multiple residential **building** with more than two **Dwelling Units** or for any **townhouse** unit shall be located in a **rear yard**.
- d. where vehicle **access** and parking is provided over a shared entrance and a **lane** to the **rear yard** of individual units or to a common **rear yard parking area**, then the following requirements shall apply:
 - minimum **building setback** from the **front lot line** for a **main wall** shall be:
 - 4 m (13 ft.) for any part of a **building** which has one **storey** and/ or a **building height** not greater than 4.5 m;
 - 5 m (16 ft.) for any part of **building** which consists of 1.5 to 2 **storeys** and/or a **building** with a **height** between 4.5m and 7.5 m;
 - 5.5 m (18 ft.) for any part of **building** which has more than two **storeys** and/ or a **building height** exceeding 7.5m.
- e. the minimum **exterior side yard** shall be 3 m.
- f. the maximum number of **dwelling units** on all parcels in the R4-14 Zone shall be eight and the maximum **density** shall be one **dwelling unit** per 220 m² (2,368 ft.²) of **lot area**.
- g. for a **townhouse dwelling** or a multiple-residential **building** with three or

more **dwelling units**, the minimum **interior side yard** from the southerly **side lot line** shall be 1.5m

7.4.13 R4-13 (former R4-16) Residential Medium Density Exception 13

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-13:

- The maximum total **lot coverage** for all enclosed or partially enclosed **buildings and structures** shall be 40% and up to 45% **lot coverage** is permitted for unenclosed **accessory structures**, including **attached porches or decks** with a **deck** surface elevation up to 60 cm above the finished grade,
- the minimum **setback** between an **accessory building** and a **rear lot line** shall be 1.2 m (4 ft.). Principal uses permitted in the R1 Zone shall be permitted on lands zoned R4-13

7.4.14 R4-14 (former R4-17) Residential Medium Density Exception 14

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-14:

- a. an **apartment dwelling** is not permitted
- b. Regardless that the ownership of the land or that each unit in a **townhouse** dwelling may be divided into separate parcels, **lot coverage** shall be calculated on the basis of all lands associated in ownership with all the units in a **townhouse building** and the maximum total **lot coverage** shall be 50% with up to a maximum of 55% for unenclosed **accessory structures**, such as **attached porches or decks** with a **deck** surface elevation up to 60 cm above the finished grade.
- c. A **side yard** of 1.2 m is permitted for **buildings** up to 5.5 m in **height** where there are no **eaves** or building drainage **structures** other than a fully enclosed drain pipe in the side yard.
- d. The minimum **setback** from the **rear lot line** for all **accessory buildings** and **structures** other than a **fence** shall be 2.6 m.
- e. the two (2) **townhouse** units described as Parts 1 and 2; and Parts 4 and 5, Reference Plan 27R-10106 and municipally known as 21 and 25 Perthmore Street, may be modified to include a second **dwelling unit** provided there is a minimum of three **parking spaces**. The two parcels referenced above a maximum **driveway width** of 5.2 m is permitted.

7.4.15 R4-15 (former R4-20) Residential Medium Density Exception 15

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-15:

- **apartment dwelling** shall not be permitted in the R4-15 Zone

- the **parking area** may have a **landscaped open space buffer** with a reduced minimum width of 1.2 m (4 ft.) provided that a solid board privacy **fence** a minimum of 1.82m (6 ft.) in **height** and extending the entire length of the **parking area** and projecting a minimum of one metre beyond the limit of the **parking area** is located within the landscaped strip and the **fence** is constructed in a manner that provides not less than 90% visual screening for its entire length.
- the minimum parking requirement shall be one space per **dwelling unit** plus three guest/overflow **parking spaces**.
- a **sight triangle** with a minimum site line distance of 4 m shall be maintained at the intersection of a **driveway** with a **public street** where the **driveway** provides **access** to a **parking area** with **parking spaces** for more than 4 vehicles.

7.4.16 R4-16 (former R4-21) Residential Medium Density Exception 16

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-16:

- a. the minimum **landscaped open space buffer** abutting a **parking area** may be reduced to 1m from a **parking area** provided the buffer includes a solid board screening **fence** or continuous hedge not less than 1.2 m (4 ft.) in **height**.
- b. any habitable **building** shall be located a minimum of 30 m from the property boundary of land owned or occupied by a railway operator and used as a rail corridor.

7.4.17 R4-17 (former R4-22) Residential Medium Density Exception 17

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-17:

- a. the **existing** second entrance to Isabella Street located to the east of the main entrance and providing **access** to a **parking area** in the **side yard**, is hereby deemed to be a legal **noncomplying** use **accessory** to a residential occupancy and no other entrance is permitted.
- b. the width of the **existing** main **driveway**, being directly in front, and more or less equal to the width, of the **existing building**, is hereby deemed to be a legal **non-complying** use **accessory** to a residential occupancy.
- c. the minimum **setback** for a habitable **building** from the boundary of a **lot** or parcel of land occupied by a railway shall be 30 m (99.8 ft.).

7.4.18 R4-18 (former R4-23) Residential Medium Density Exception 18

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-18:

- a. **Lot frontage** on a **private road** within a registered **Condominium** will be deemed to be equivalent to and measured in the same manner as

frontage on a **public street**.

- b. **semi-detached dwellings, townhouse dwellings, or an apartment dwelling** with a maximum of 6 units, are permitted
- c. there shall be minimum **building setback** of 6 m from the **rear lot line** of an abutting lot in an R1 zone category for a **building** of two **storeys** or less and the minimum **setback** shall increase to 7.5 m for a **building** with more than two **storeys** or a **height** of 8 m or more.
- d. the maximum total number of **dwelling units** is 16.

7.4.19 R4-19-h (former R4-24-h) Residential Medium Density Exception 19 - Holding

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-19-h:

- For a **building** with four **dwelling units** or less the standard R1 Zoning requirements and all General provisions shall apply except the westerly side yard shall be 4 m.
- for a **building** with more than four **dwelling units** the following zone requirements shall apply:
 - a. The minimum number of required **parking spaces** shall be six.
 - b. One of the required **parking spaces** may be a small car space.
 - c. One **parking space** in the rear yard may have a reduced length of 5.5 m (18 ft.)
 - d. The entry and exit **lanes** may be located separately on either side of the **building** with two points of **access** to the street and the westerly **lane** shall be the entry **lane** and each **lane** shall have a width of 3 m.
 - e. No entrance shall be permitted on Sunset Blvd.
 - f. One standard **parking space** designed to **barrier free** standards will also be permitted in the **front yard** abutting the easterly exit **lane**.
 - g. A **parking area** in the R4-19 zone shall be buffered by landscaped space not less than 45 cm wide and a screening fence providing a minimum of 90% **visual buffering** from 10 cm above grade to 2 m above grade along each side lot line extending from the point of intersection with the rear lot line to 6 m along each side yard. Visual **access** to the **parking area** from Sunset Blvd will be obstructed by a hedge, shrubs or a screening fence.
 - h. A minimum of 42% of the **front yard** shall be landscaped space.
 - i. The minimum **front yard** for the north-westerly corner of the

building shall be 4.9 and the interior limit of the **front yard** shall extend in a straight line such that at the point where the minimum side yard setback from the easterly side yard intersects the front **building** line the **front yard** will have a minimum setback of 6 m from the **front lot line**.

- j. The minimum side yard shall be 4 m (13.1 ft.).
- k. The minimum rear yard shall be 9 m (30 ft.)
- l. The maximum lot coverage shall be 25%.
- m. The minimum **landscaped open space** shall be 22%
- n. No **detached accessory buildings** are permitted.

7.4.20 R4-20 (former R4-25) Residential Medium Density Exception 20

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-20:

- a **continuum of care facility, a seniors home or residence and a senior's non-residential care facility** are permitted.
- The **lot line** along Rideau Ferry Road shall be the **front lot line**.
- The minimum **front yard** for any storey above three storeys shall be 7m (23 ft.).
- The maximum **building height** shall be 14.5 m (47.5 ft.)
- The maximum number of **stories** shall be four
- The minimum **rear yard** shall be 10 m for a main **building** with less than three stories and 30 m for a main **building** of three stories or more.
- The minimum southerly **side yard** shall be 30 m.
- No setback will be required between single storey **buildings or structures** used as a pedestrian or service delivery link between main **buildings, accessory buildings** or the boundary with the C3-6 Zone provided such **buildings or structures** do not exceed a maximum width (extending between the outer limit of exterior walls) of 6.5 m
- A maximum of 5% of required parking may be small car spaces
- a screening fence shall provide a minimum of 90% **visual buffering** from 10 cm above grade to 1.8 m above grade.
- Except for vehicle entrances, 100% of the minimum **front yard** shall be landscaped space.
- Compliance with the minimum parking requirement shall be determined based on the total number of **parking spaces** in the R4-20 Zone and the C3-6 Zone.

7.4.21 R4-21 (former R4-26) Residential Medium Density Exception 21

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-21:

- a. The front lot line shall be deemed the Victoria Street lot frontage.
- b. The minimum front yard shall be 3m.
- c. The minimum landscaped open space shall be 20%.
- d. the maximum area of a lot that may be covered by impervious surfaces shall be 75%
- e. The minimum required number of parking spaces shall be 24, inclusive of four visitor spaces.

7.4.22 R4-22 (former R4-27) - Residential Medium Density Exception 22

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-22:

Regulations:

- Front Yard Setback 3.08 m
- Minimum Interior Side Yard Setback (55 Drummond St. E) 2.61m
- Minimum interior Side Yard Setback (57 Drummond St. E) 1.15m
- Minimum Rear Yard Setback 5.83m
- Minimum Landscaped Open Space 33%
- Bicycle parking shall be permitted at the rear
- Parking 1 parking space per unit
- Minimum Separation Distance between Buildings 5.85m

7.4.23 R4-23 (former R4-28) Residential Medium Density Exception 23

Regulations:

- Required planting strip in the rear yard shall be 1.0 metre.
- Maximum impervious surface shall be 70% of the lot.
- Two (2) parking spaces shall be permitted within the required exterior side yard.
- Required parking shall be 1.3 spaces per unit with a minimum of 21 spaces.
- Minimum interior side yard shall be 2.0 metres.
- Minimum exterior side yard shall be 3.4 metres.
- Maximum lot coverage shall be 37.1%.
- Minimum landscaped space shall be 32.2%.

7.4.24 R4-24 (former R4-29-h) Residential Medium Density Exception 24- Holding

Permitted Uses:

- Apartment dwellings with a maximum of 16 units per lot

Regulations:

- Minimum required parking: 24 spaces per lot, including 4 visitor parking spaces per lot.
- each lot may have a maximum of 63% impervious surface.

A Holding Provision, denoted as R4-24-h, shall prohibit any development or occupancy of the subject lands, except for existing uses as of the day By-law No. 3358 was passed. Development or occupancy may only occur following completion of a site plan process approved by the Town, provision of municipal utilities servicing the buildings, and conveyance of lot frontage on a public street brought up to municipal standards.

7.4.25 R4-25 (former R4-30) Residential Medium Density Exception 25

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-25:

- i. The minimum parking requirement for any type of residential unit shall be 1 per unit.
- ii. Visitor parking spaces are required to be identified and calculated at 10% of the required parking spaces identified in this Exception zone.
- iii. The following setbacks apply to the existing converted dwelling on the date of passing of this By-law:
 - a. The minimum front yard setback is 3.4 metres
- iv. The minimum side yard setback for an apartment is 4.5 metres.
- v. The minimum rear yard setback for an apartment is 7.5 metres.
- vi. Balconies on an apartment building are prohibited above the second storey.
- vii. Section 4.24 (Landscaped Open Space, Planting Strips and Visual Buffer Strip) shall not apply.
- viii. Despite the above, a 1.8 m high wood fence is required to be provided along the north, east, and south property lines of the property.
- ix. The maximum lot coverage for accessory buildings shall be 10% of the lot area.
- x. The minimum separation distance between a driveway on the subject property and on an abutting lot shall not apply.
- xi. The minimum separation distance between a converted dwelling and an apartment building is 6 metres unless a greater separation distance is required by Ontario Building Code or Fire Code.
- xii. For clarity, the existing converted dwelling may accommodate up to four dwelling units.
- xiii. The maximum number of storeys for an apartment building is three.

7.4.26 R4-26 (former R3-3) Residential Medium Density Exception 26

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-26:

Permitted Uses

- retirement home
- rowhouse or townhouse dwelling
- **Building** converted to apartment
- **Inn**

Regulations

- min. **lot area** for row house: 220 m² (2,368.1 ft.²)
- max. **density**: 37 units/net ha for **buildings** on lots 9, 10 and 17
- max. **lot area** for **Institutional Use**: 3,055 m² (32,884.8 ft.²) on lots 7, 8, 9 and 10 only
- min. **lot area** for **Inn**: 2,325 m² (25,026.9 ft.²)
- min. **lot frontage** for **Inn**: 42.5 m (139.4 ft.)
- min. interior side yard for **Inn**: 6 m (19.7 ft.)
- max. **building height** for **Inn**: lesser of **existing height** or 10.6 m (34.7 ft.)
- max. lot coverage for **Inn**: 436 m² (4693.2 ft.²)
- min. **landscaped open space** for **Inn**: 35%
- max. seating capacity for **restaurant**: 50 seats
- min. parking for **Inn**: 1 space per guest suite plus 9.3 m² (100 ft.²) for **public uses** except **restaurant** plus 1 space for every 4 seats in **restaurant** except that two seats shall be subtracted for each **accommodation room** or suite

7.4.27 R4-27-h (former second R4-24-h) Residential Medium Density Exception 27

Regulations:

Residential Medium Density (R4) standards shall apply.

A Holding Provision, denoted as R4-27-h, prohibits any development or occupancy of the subject lands, except for existing uses as of the day By-law No. 3358 was passed. Development or occupancy may only occur when the following are met:

- a) the Town is satisfied that the owner has adequately installed municipal water, sanitary sewer and storm water system connections to the property;
- b) the Town is satisfied that adverse effects to the future uses on the affected lands are minimized and mitigated, and potential impacts to the adjacent industrial use are minimized and mitigated through the completion of satisfactory Noise, Air and Vibration Reports;
- c) the Town is satisfied that the affected parcel's contamination has been assessed and if necessary, remediated to permit development that aligns with the Town of Perth Official Plan and Zoning By-law; and,
- d) the owner constructs and pays for the creation of public road frontage with year-round maintenance to the satisfaction of the Town for access to the affected parcel.

For clarity and aligning with Land Division Committee of Lanark County's consent decision for LDC File# B21/079, upon completion of the consent, the lifting of the holding may be requested separately for either the severed or retained lands, or both, as the case may be.

7.4.28 R4-28 (former second R4-26) Residential Medium Density Exception 28

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned R4-28 a multi-unit building will be permitted with a maximum building height of 17 m.

Section 8. General Commercial (C1) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the General Commercial (C1) Zone except in accordance with the following provisions.

8.1 Permitted Uses

- **Accessory Use, building or structure**
- **Additional Dwelling** except were prohibited
- **Audio/Visual Studio**
- **Bake Shop**
- **Bank**
- **Bed & Breakfast Establishment**
- **Business, Professional and/or Administrative Office**
- **Car Rental Agency**
- **Clinic**
- **Commercial Parking Lot**
- **Convenience Store or Confectionary Store**
- **Dry Cleaning Distribution Station**
- **Entertainment Establishment** excluding an **Arcade** or **video Arcade**
- **Factory Outlet**
- **Farmer's Market**
- **Funeral Home**
- **Hotel**
- **Industrial Use (Existing use only)**
- **Institutional Use**
- **Laundromat**
- **Park**
- **Parking Area, Parking Garage**
- **Personal Service Establishment**
- **Place of Assembly**
- **Printing and Publishing Establishment**
- **Private Club**
- **Public Use or Public Service Facility**
- **Recreational Commercial Establishment**
- **Restaurant** – all defined types permitted except a **Drive-through** or **Take-out** restaurant
- **Retail Store**
- **Shopping Centre**
- **Tavern or Road House**
- **Taxi Stand**
- **Terminals** including public transit terminals
- **Video rental outlet**

- Wellness Center

8.2 **Zone Requirements**

Minimum **Lot Area** n/a
Minimum **lot frontage** n/a
Minimum Yards:

- **Front Yard** n/a
- Rear Yard 6 m (19.7 ft.)
- Interior or **Exterior Side Yard** n/a except where a C1 zone abuts a Residential Zone 9 m (29.5 ft.)

Maximum **building height** 12 m (39.3 ft.)
Maximum Lot Coverage 80% inclusive of Lot Coverage – Impervious Surfaces

8.3 **Additional Requirements**

1. Where any lot used for a commercial use abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the commercial use lot which abuts the residential use lot unless the outside display is completely hidden by an opaque screen or buffer.
2. No **parking space** shall be located within 3 m (9.8 ft.) of any window of a residential use.
3. No **additional dwelling** may be located in a **building** or **structure** used for an automotive use, **Hotel, motel, public use** or **public service**. An **additional dwelling** shall be located on the second storey of a **building** provided the unit complies with the Building Code and has a separate **access** to the street level.
4. An **apartment dwelling** shall be permitted as part of a **mixed-use**. In a **Mixed-use** the ground floor and a second storey may be used for a permitted commercial use. An **apartment dwelling** shall comply with the R4 Zone requirements for parking.
5. **Motels and Hotels**
Where the exterior wall of a **guest room** contains a **habitable room** window, such wall shall be located not closer than 7.5 m (24.6 ft.) from any interior side or rear lot line.
6. **Landscaped Open Space**
The provisions of Subsection 4.23 shall apply to any Commercial use in a C1 Zone that abuts a Residential Zone.

8.4 Exception Zones

8.4.1 C1-1 (former C1-2) General Commercial Exception Two One Zone

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned C1-1 a **car rental agency, clinic, convenience store, dry cleaning establishment, entertainment establishment, Farmer's Market, funeral home, hotel, restaurant, Tavern or Road House, Taxi Stand, and Terminals** are not permitted.

Notwithstanding any provision of Section 10 to the contrary, in the C1-2 Zone a **dwelling unit** is permitted on any floor within the **building** except when a use involving motor vehicles is present.

- min. side yard: **existing** side yard setbacks:
- westerly side yard 0.41 m (1.34 ft.);
- easterly side yard 3.15 m (10.3 m)

8.4.1 C1-2 (former C1-3) General Commercial Exception Two Zone

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned C1-1:

- a) a ground floor residential unit with a maximum **floor area** of 38 m² (409 ft.²) within the footprint of the **existing building** is permitted with a minimum setback of 7.3 m (24 ft.) from the front wall facing Gore St with rear yard **access** and subject to the creation of one new **parking space** for the unit.
- b) up to two **parking spaces** can be provided at the "small car space" standard

8.4.2 C1-3-h (former C1-4(-h)) General Commercial Exception Three Zone

Notwithstanding any provision of this By-law to the contrary the following shall apply to those lands zoned C1-2-h:

- a. Notwithstanding any existing lot ownership or lot boundaries, all lands within the C1-2 zone shall be considered one lot for the purposes of determining all zoning requirements.
- b. Notwithstanding the definition of **front lot line**, the **lot line** abutting Wilson Street West shall be the **front lot line**
- c. No Commercial use is permitted in the C1-2 Zone until all existing residential uses are vacant.
- d. the minimum **exterior side yard** for any **building** or **accessory structure**

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adjacent to Leslie Street will be 3 m.

- e. a **parking area** in the C1-2 zone shall be buffered from Leslie Street by a screening fence on the interior limit of the **exterior side yard**, providing a minimum of 90% **visual buffering** from 10 cm above grade to 1.8 m above grade.
- f. No Commercial entrance from the C1-2 Zone will be permitted onto Leslie Street.
- g. No Commercial signage shall be **erected** in the **exterior side yard** facing Leslie Street other than a wall mounted sign of a corporate or business logo with a maximum area of 0.6 m² (6.5 ft.²).
- h. The placement of up to four **parking spaces** on abutting lands outside the C1-2 to meet the minimum parking requirement is hereby approved.

8.4.3 C1-4 (former C1-5/modified TU-6) General Commercial Exception Five Zone

Notwithstanding any provision of subsection 8.1 to the contrary, within the C1 3 Zone, only a parking lot **accessory** to a commercial use is permitted subject to the following requirements:

- a. a **parking area** shall have a landscaped buffer a minimum of 3.5 m wide with an interior solid, screening fence a minimum of 2.2 m high.
- b. no **structure** other than a solid screening fence or **structures accessory** to the **parking area** shall be permitted.
- c. a solid screening fence shall consist of opaque panels or overlapping wood construction designed to entirely screen visual **access** to the parking lot from Leslie Street extending from a height of 10 cm above grade to the top of the fence.

Section 9. General Commercial Professional (C1P) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the General Commercial Professional (C1P) Zone except in accordance with the following provisions.

9.1 Permitted Uses

- **Accessory** Use, **building** or **structure**1)
- **Additional Dwelling**
- **Bank**
- **Business, Professional and/or Administrative Office**
- Law and Legal Offices
- **Single-detached** Dwelling
- **Duplex** Dwelling
- **Semi-detached** Dwelling

9.2 Zone Requirements

Residential Uses

The zone standards shall be as set out in R1, zone for a **Single- detached dwelling, semi-detached** dwelling or **duplex** dwelling respectively.

Commercial Uses

- Minimum **lot area** n/a
- Minimum **lot frontage** n/a
- Minimum Yards:
- **Front Yard**..... 14m (45.9 ft.)
 - Rear Yard 6 m (19.7 ft.)
 - Interior or **Exterior Side Yard**..... n/a or 9 m (29.5 ft.) when zone abuts a Residential Zone
 - also refer to general provision 4.22 i)
- Maximum **building height** 12 m (39.3 ft.)
- Maximum Lot Coverage 80%
- Inclusive of Subsection 4.28

9.3 Additional Requirements

1. No **parking space** shall be located within 3 m (9.8 ft.) of any window of a residential use.

2. An **additional dwelling** shall be located on the second storey of a **building** provided the unit complies with the Building Code and has a separate **access** to the street level.
3. **Accessory Buildings** and **structures** are subject to the provisions of Table 1 - Zone Regulations for Accessory Uses
4. **Landscaped Open Space**
The provisions of Subsection 4.24 shall apply to any Commercial use in a C1P Zone that abuts a Residential Zone.

9.4 **Exception Zones**

9.4.1 **C1P-1 General Commercial Professional Special Zone**

1. C1P uses Permitted
2. C1P Zone regulations apply except:
 - no min. **lot area**
 - no min. **lot frontage**
 - min. yards:
 - front and rear - 6 m (19.7 ft.);
 - interior side - 0.6 m (1.9 ft.);
 - exterior side - 4 m (13.1 ft.)
 - max. **building height**: 12.2 m (40 ft.)
 - max. lot coverage: 30%
 - max. **landscaped open space**: 50%
 - max. **lot area** for parking: 20%
 - landscaped exterior side yard 10.7 m (35.1 ft.) wide subject to encroachments by existing **porches**, stairs, and sidewalks
 - **parking area** limited to rear of **building** the land between the **building** and North Street but not to encroach on **landscaped open space**

9.4.2 **C1P-2 General Commercial Professional Exception Two Zone**

- C1P uses Permitted
- C1P Regulations apply except:
 - no min. **lot area**
 - no min. **lot frontage**
 - min. yards:
 - front and rear - 6 m (19.7 ft.);
 - interior side - 0.6 m (1.9 ft.);
 - exterior side - 4 m (13.1 ft.)
 - max. **building height**: 12 m (39.3 ft.)
 - max. lot coverage: 40%
 - max. **landscaped open space**: 40%

- max. **parking area**: 20%
- **Existing** setback applies to side yard abutting residential zone provided yard is landscaped with plantings and a fence to provide a visual screen
- encroachments of **existing porches**, stairs and sidewalks permitted into landscaped area
- **Accessory** garage shall be permitted to encroach into a rear yard provided a minimum rear yard of 0.5 m (1.6 ft.) is maintained.

9.4.3 C1P-3 General Commercial Professional Exception Zone

- C1P standards apply except:
- -no min. **lot area** or **lot frontage**
- -min. yards: front 2.25 m (7.38 ft.); rear 22.5 m (73.8 ft.); interior side 2.1 m (6.8 ft.)
- -max. **building height: existing** or 12 m (39.3 ft.)
- -max. lot coverage and **parking area** 25% each
- -max. **landscaped open space** 50%
- visual screen required for interior side yard abutting residential zone

9.4.4 C1P-4 General Commercial Professional Exception Four Zone

In addition to the uses permitted under subsection 9.1, in the C1P4 Zone a radio or broadcast studio and a financial consulting service are permitted.

- a. Notwithstanding any provision of subsection 9.1 to the contrary, in the C1P4 Zone the following requirements shall apply:
- Minimum **lot area** 232 m² (2,500 ft.²);
 - Minimum rear yard 3 m (9.8 ft.);
 - Minimum interior side yard 3 m (9.8 ft.);
 - Minimum **exterior side yard** 3 m (9.8 ft.);
 - Minimum landscaping width 1.2 m (4 ft.) for a commercial use, with a privacy fence not less than 2.1 m (7 ft.) high;
 - Wilson Street shall be the **front lot line**.
 - there shall be no parking requirement for the portion of the **building** floor space occupied by a radio or broadcast studio.
 - Council** hereby authorizes up to two off-site **parking spaces** located within 60 m of the subject property where the owner of a business on site provides a copy of a written undertaking from the owner of the **parking spaces** confirming reserved use of the spaces and confirming that the Town will be notified within one week of any change in the parking arrangement. In the absence of such off-site parking, if the use on-site requires more than four **parking spaces** the owner shall make a cash-in lieu of parking payment to the Town. (See original By-law for holding provisions.)

9.4.5 C1P-5 General Commercial Professional Exception Five Zone (68 North Street, 91 Peter Street)

- a. In addition to the uses permitted under subsection 9.1, in the C1P 5 Zone a **parking area** with a maximum of 9 vehicles for an off-site business located within 100 m of the property is permitted provided no other commercial use or **home based business** is operating on the property.
- b. The **parking area** for an off-site commercial use shall only serve one off site business until such time as the abutting properties may be zoned for commercial use.
- c. The maximum number of **parking spaces** on site shall be 11 and the maximum lot coverage for a **parking area, lanes** and **driveways** shall be 60%.
- d. Notwithstanding any provision of subsections 4.24, 4.33 or 9.2 to the contrary, in the C1P 5 Zone the following requirements shall apply:
 - i. Minimum landscaping width for a commercial use or **parking area** with a solid board privacy fence not less than 2.1 m (7 ft.) high 1m (3.3 ft.) along the westerly side lot line and 0.3 m (1 ft.) along the easterly side lot line
 - ii. In lieu of a commercial entrance with an ingress **lane** and an egress **lane**, a one way through traffic **lane** with the entrance on Peter Street and the exit on North Street shall be permitted. (See original By-law for holding provisions.)

9.4.6 C1P-6 General Commercial Professional Exception Six Zone

- a. In addition to the uses permitted under subsection 9.1, in the C1P 6 Zone a **bake shop** and **accessory** retail use with a maximum **floor area** of 35 m² is permitted.
- b. Notwithstanding any provision of By-law 3358 to the contrary, in the C1P-6 Zone the following requirements shall apply:
 - i. Establishing or adding of one or more non-residential uses with a **gross floor area** between 35 m² and 70 m² shall only be permitted if three **parking spaces** are created on site;
 - ii. Establishing or adding non-residential uses with a **gross floor area** exceeding 70 m² shall only be permitted if on-site parking consistent with the requirements of subsections 4.33 and 4.34 or equivalent parking off site or cash-in-lieu is approved by **Council**;
 - iii. Minimum **front yard** nil for the first two stories to a maximum **building height** of 7.5 m (25 ft.) and 3 m (9.8 ft.) for each full or partial story exceeding a **height** of 7.5 m (25 ft.);
 - iv. Minimum side yard nil for the first two stories to a maximum **building height** of 7.5 m (25 ft.) and 1.5 m (5 ft.) for each full or partial story exceeding a **height** of 7.5 m (25 ft.);

- v. Maximum Lot Coverage 45%;
- vi. Minimum landscaped buffer for **parking area** with four vehicles may be reduced to 1 m adjacent **parking spaces** and nil abutting the **driveway** where the **parking area** is developed with a permeable surface and a solid wood opaque screening fence a minimum of 1.8 m (6 ft) in height is established along any **lot line** where the abutting lot is in a residential zone category.

9.4.7 C1P-7 General Commercial Professional Exception Seven Zone

- a. Notwithstanding any provision of subsection 4.24 to the contrary, an **existing driveway** may be used for commercial purposes provided any **parking spaces** accessed by the **driveway** are fully screened from an abutting residential property by either an opaque solid wood privacy fence a minimum of 1.8 m in height or screening evergreen vegetation of comparable height; however no such screen shall extend closer than 6 m to the **front lot line**.
- b. Notwithstanding any provision of subsections 4.33, 4.34, 9.1, 9.2 to the contrary, the following provisions shall apply in the C1P-8 Zone:
 - i. Any entrance from the **lot line** abutting Tysick Avenue shall be limited to entry and parking for a single residential **dwelling unit** and shall not connect to any **driveway** or parking linked to South Street.
 - ii. signage for a a permitted commercial use shall comply with the following:
 - one promotional sign for an on-site business
 - minimum setback from South Street 4.5 m
 - maximum area of sign 1.14 m² (12 ft²)
 - internally lit or back lit signage shall be prohibited.

9.4.8 C1P-8 General Commercial Professional Exception Eight Zone (8 Gore Street West)

- 1. C1P Uses Permitted
- 2. C1P Zone regulations apply except:
 - Residential One Density (R1)
 - Minimum lot area per dwelling unit for Single Detached Dwelling to be 200 m²
 - Minimum Lot Frontage dwelling unit for Single Detached Dwelling to be 9m
 - Minimum Front and Interior Side Yards n/a

Section 10. Highway Commercial (C2) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Highway Commercial (C2) Zone except in accordance with the following provisions.

10.1 Permitted Uses

- **Accessory Use, building or structure**
- **Animal Hospital**
- **Audio/Visual Studio**
- **Automotive Sales Establishment**
- **Auto Service Station**
- **Automobile Washing Establishment**
- **Bakery**
- **Bank** (in a **shopping centre**)
- **Bingo Hall**
- **Business, Professional and/or Administrative Office** (*Existing, accessory to another permitted use or in a shopping centre*)
- **Building Supply Store** or Depot
- **Bulk Fuel Depot** (*Existing uses only*)
- **Car Rental Agency**
- **Card Lock Facility**
- **Catering Establishment**
- **Clinic** (in a **shopping centre**)
- **Commercial or Boarding Kennel**
- **Commercial Greenhouse, Nursery or Garden Centre**
- **Commercial Parking Lot**
- Contractor's Yard
- **Custom Workshop**
- **Entertainment Establishment** excluding an **Arcade** or **video Arcade**
- **Factory Outlet**
- Farm Implement Sales and Service
- **Farm Produce Stand**
- **Flea Market**
- **Funeral Home**
- Furniture and Home Supply Store
- Gas Bar
- **Hotel**
- **Industrial Use** (*Existing uses only*)
- **Laundromat** (in a **shopping centre**)
- Mail-order Facility
- Microbrewery
- Min Warehouse and Public Storage

- Miniature Golf Course
- **Motel**
- Park
- **Parking Area**
- **Private Club**
- **Public Use or Public Service Facility**
- **Recreational Commercial Establishment**
- **Recreational Vehicle Sales, Storage, Service and Repair**
- **Restaurant** – all defined types
- **Retail Store**
- **Shopping Centre**
- Tavern or Road House
- Terminals including public transit terminals
- Video rental outlet (in a **shopping centre**)
- Warehouse
- Wellness Centre (in a **shopping centre**)
- Wholesale Establishment

10.2 Zone Requirements

Minimum Lot Area	929 sq. m (10,000 ft ²) (By-law 3467)
Minimum lot frontage	15 m (49.2 ft.)
Minimum Yards:	
• Front Yard	12 m (39.3 ft.)
• Rear Yard	7.5 m (24.6 ft.) or 15 m (49.2 ft.) when zone abuts a Residential Zone
• Interior Side Yard	3 m (9.84 ft.) or 6 m (19.7 ft.) when zone abuts a Residential Zone
• Exterior Side Yard	9 m (29.5 ft.)
• Also refer to general provision <u>4.24.Landscaped Open Space, Planting Strips and Visual Buffer Strip</u>	
Maximum building height	9 m (29.5 ft.)
Maximum Lot Coverage	40%
Minimum landscaped open space	15% with a minimum of 10% vegetated landscaping

Maximum **gross leasable floor area** for new **buildings** or **building** expansions for **retail stores**, **factory outlet** stores, business offices or a **shopping centre** shall be 828 sq. m (8,912.8 sq. ft.) but in any case this provision shall not apply to those lands lying south westerly of the intersection of Dufferin Street and Wilson Street comprised of Parts 1 to 3, Plan 27R-4486 and commonly known as the Perth Mews Mall.

Minimum **floor area** for a **catering establishment, entertainment establishment, recreational commercial establishment, retail store, factory outlet** store or a business or professional office, which is not located within a **shopping centre** 465 m² (5,000 ft.²) per individual **premises**.

10.3 **Additional Requirements**

1. Where any lot used for a commercial use abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the commercial use lot which abuts the residential use lot unless the outside display is completely hidden by an opaque screen or buffer.
2. No **parking space** shall be located within 3 m (9.8 ft.) of any window of a residential use.
3. **Motels and Hotels**
Where the exterior wall of a **guest room** contains a **habitable room** window, such wall shall be located not closer than 7.5 m (24.6 ft.) from any interior side or rear lot line.
4. **Landscaped Open Space**
The provisions of Subsection 4.24 Landscaped Open Space, Planting Strips and Visual Buffer Strip shall apply to any Commercial use in a C2 Zone that abuts a Residential Zone.
5. Setbacks on **Provincial Highway 7**
Notwithstanding any other provision of this By-law to the contrary, the minimum setback for any new **building construction** from center-line of the right-of-way for Highway 7 (Dufferin St.) shall be 32 m (105 ft.) or the setback required for a construction permit from the Ministry of Transportation, or any subsequent road authority, whichever is greater.
6. Shopping Centre Requirements
 - a. A new **shopping centre** is permitted only on a lot meeting the minimum **lot area** requirements of this Zone.
 - b. The maximum **gross leasable floor area** of a **shopping centre** shall be 9,000 m² (96,878.3 ft.²)

10.4 Exception Zones

10.4.1 C2-1 Special Service Highway Commercial Exception One

- no new **building** within a **flood plain** or within an area subject to flood regulation without a permit from the Rideau Valley Conservation Authority
- no min. **lot area**
- min. **lot frontage**: 15.2 m (49.8 ft.)
- min. yards: front - 12.2 m (40 ft.); rear - 7.6 m (24.9 ft.) interior side - 6 m (19.7 ft.)
- max. **building height**: 10.6 m (34.7 ft.)

10.4.2 C2-2 Highway Commercial Exception Two

- no street **frontage** required and
- min. setback requirement for hydro substation of 1.2 m (3.93 ft.)

10.4.3 C2-3 Highway Commercial Exception Three

- Permitted Uses include **single-detached dwelling** and **accessory uses**.
- C2 zone requirements apply to commercial uses
- R1 requirements apply to **single-detached dwelling**
- no further reduction of undersized yards permitted

10.4.4 C2-4 Highway Commercial Exception Four

- Permitted Uses include a **convenience store**
- max. **gross floor area**: 180 m² (1,937.5 ft.²)
- min. side yard: 0.67 m (2.19 ft.)
- min. gas pump setback from street-lines 3.6 m (11.8 ft.)
- min. setback for sign from Gore Street street-lines: 1.04 m (3.4 ft.) and 0.82 m (2.69 ft.) from other **lot lines** for **existing** signs or sign by-law setback for new signs
- min. **landscaped open space**: 2 m (6.56 ft.) along north side lot line abutting residence – not applicable if lots merge in ownership.
- required fence or vegetative buffer/visual screen: 1.8 m (5.9 ft.) **height** along north side lot line
- maintain existing vegetative buffer along rear lot line

10.4.5 C2-5 Highway Commercial Exception Five

- max. **gross floor area**: 6,350 m² (68,353 ft.²)
- min. width **landscaped open space** buffer: 3 m (9.8 ft.) along the **lot line** abutting 116A Drummond Street
- min. **parking spaces**: 248 provided the **gross floor area** for **retail**

store use does not exceed 3,880 m² (41,765 ft.²), of which a minimum **floor area** of 300m² (3,229 ft.²) shall be for indoor **garden centre** use,

- the total number of garage service bays does not exceed 10 and the outdoor **garden centre** does not exceed 560 m² (6,028 ft.²)

10.4.6 C2-6 Highway Commercial Exception Six

Permitted Uses

- C2 uses
- **Personal Service Establishment**
- Cinema
- **Convenience Store**

Regulations:

- -max. **gross leasable floor area** of supermarket use 3,460 m² (37,244.3 ft.²)
- min. **lot frontage**: 140 m
- min. **front yard**: 7.5m (24.6 ft.)
- max. **height** 10.5 m (34.4 ft.)
- max. **barrier free parking space**: 12 spaces

10.4.7 C2-7 Highway Commercial Exception Seven

- min. rear yard: 3.96 m (12.99 ft.)
- min. width of landscaped buffer along west **lot line**: 4.5 m (14.76 ft.):

10.4.8 C2-8 (former C2-9) Highway Commercial Exception Eight

- a. Notwithstanding the definition of "**front lot line**", on land zoned C2-9 the **lot line** abutting Drummond Street W. shall be the **front lot line**
- b. Notwithstanding any provision to the contrary, the following requirements shall apply:
 - i. Minimum rear yard or setback from the rear lot line for all **buildings** and **structures**, inclusive of **accessory buildings** and first floor projections, except as provided for in the seventh row of the Table 7 in subsection 4.35 6 m
 - ii. Minimum **exterior side yard** 4.5 m
 - iii. Minimum interior side yard inclusive of **accessory buildings** 3 m
 - iv. Maximum **accessory building height** 5 m
 - v. Maximum total **gross leasable floor area** for all **buildings** partially or fully occupied by a retail use 4,645 sq. m
 - vi. Maximum **building height** shall be 6.5 m at the minimum interior side yard and it shall increase by 1 m for each 1 m increase in the interior side yard but no **building** shall exceed a **height** of 9.2 m

- vii. Maximum lot coverage for outdoor display areas, outdoor **garden centre** or **accessory** outdoor commercial storage area, or any combination thereof 50%
- viii. Notwithstanding clause b) ii) above, a minimum **exterior side yard** of 3 m shall apply for a **building** extension or an **accessory structure** 4.5 m or less in **height** where such **building** extension or **accessory structure** is **constructed** solely of support and framing members and enclosed only with trellis type construction elements; or for a temporary, seasonal **structure**, which is removed during a contiguous period extending from November 1st in one year until May 1st in the following year.
- c. Notwithstanding clauses b) ii) and b) iv) above, if future **development** results in the northerly interior side lot line becoming an **exterior side lot line**, the minimum setback for an **accessory building**, which is functioning as a visual **buffer strip**, shall be 3 m.
- d. Notwithstanding any provision to the contrary, on land zoned C2-8, within 50 metres of the northwesterly corner of the lot, one **building** may have a reduced **front yard** of 6 m provided that in any plane parallel to the **front lot line** between the reduced setback and the standard minimum **front yard** of 12 m the maximum width of the **building** in the plane does not exceed 10 m.
- e. Notwithstanding any provision of this By-law to the contrary, a maximum of 40 percent of the **front yard** may be occupied by one **accessory** outdoor storage area and a maximum of 50 percent of the **front yard** may be occupied for all **accessory** outdoor storage, outdoor **garden centre** or outdoor display uses combined.
- f. An **accessory** outdoor storage area, except for a public road entrance, shall be visually screened from any portion of a public road allowance within 20 metres of the **accessory** outdoor storage area or any adjacent residential use as per the landscaping provisions herein.
- g. Notwithstanding any provision to the contrary, the northwesterly corner of the lot shall be considered a sight triangle and shall be subject to the provisions of subsection 4.40. This provision shall not apply if the northerly side lot line does not abut a road allowance upon the registration of a plan of subdivision on the abutting lands
- h. Notwithstanding any provision to the contrary, on land zoned C2-8 **landscaped open space** buffer areas shall be provided in accordance with the following:
 - a **landscaped open space** buffer between an **accessory** outdoor commercial storage area and a **front lot line** shall have a minimum width of 4.5 m and, exclusive of entrance sight triangles, shall consist of any combination of berms, fencing, ground cover and vegetation to provide a visual barrier 1.8 m in height and a visual

screen to a height of 4.5 m at plant maturity.

- ii. where an **accessory** outdoor commercial storage area is adjacent to a side lot line, a **landscaped open space** buffer 3 m in width shall be maintained and shall consist of a combination of ground cover, a mix of evergreen and deciduous trees and shrubs which, in combination with either an opaque wooden privacy fence a minimum of 1.8 m in height or a **building**, shall provide a visual barrier, at plant maturity, to a height of 4.5m. Where a **building** is used as part of the visual barrier, then sufficient trees and shrubs shall be planted such that, at maturity, up to 30 % of any 6m section of the **building** will be visually screened along its entire length.
- iii. a **landscaped open space** area with a minimum width of 1.5 m shall be maintained along the rear property line and shall consist of existing or new vegetation, which at maturity will provide a 50% visual screen to a minimum height of 1.8 m.
- iv. For the purpose of the C2-8 Zone, an **accessory** outdoor commercial storage area shall mean part of a lot comprised of a contiguous outdoor area, which is enclosed by a **building**, fence, or berm, or any combination thereof, which is used for the purpose of storing building construction products and merchandise and other products, supplies, goods, wares, or merchandise in bulk for the purpose of their sale from the principal retail, wholesale or building supply operations on site.
 - i. For the purpose of the C2-8 Zone an outdoor product display area shall mean part of a lot comprised of a clearly delineated outdoor area, which is used for exhibiting completely assembled products, goods or merchandise for the purpose of marketing and selling such products, goods or merchandise from a business operating on the lot.
 - j. For the purpose of the C2-8 Zone, an outdoor **garden centre** shall mean part of a lot comprised of a contiguous outdoor area with clearly delineated boundaries, which is used for the display and sale of lawn and garden equipment, outdoor furnishings, gardening tools, supplies and materials, plants and gardening accessories.
 - k. Notwithstanding any provision of By-law 3358, to the contrary, on land zoned C2-8 no product, goods, wares, merchandise, materials, garbage or waste shall be placed outdoors accept in an outdoor storage area, outdoor product display area, outdoor **garden centre**, loading area or enclosed waste storage area.)

10.4.9 C2-9 (former C2-11) Highway Commercial Exception Ten Zone

- a. in the C2-9 Zone the following uses are not permitted:
 - **Auto Service Station**;
 - **Auto Body Shop**;
 - Full service **Bank** or Bank branch;

- **Bulk Fuel Depot;**
 - **Card Lock Facility;**
 - Contractor's Yard;
 - Farm Implement Sales and Service;
 - **Funeral Home;**
 - Mini Warehouse and Public Storage;
 - **Personal Service Establishment;**
 - **Recreational Vehicle Sales, Service and Repair;** or a
 - Warehouse other than a warehouse **accessory** to another **permitted use**.
- b. In addition to the uses permitted i a Service Commercial Establishment, all defined **restaurants**, a financial services establishment, a **personal service use accessory** to another **permitted use**, and a drive through service are permitted.
- c. For the purposes of the C2-9 Zone the following definitions, terms and interpretations shall apply:
- i. "**Articulated Wall Design**" text moved to definitions section
 - ii. "**Bicycle Parking Space**" text moved to definitions section
 - iii. "Drive Through Service" text moved to definitions section
 - iv. Financial Services Establishment" shall mean a business not directly affiliated with a chartered **bank** or trust company that offers financial advisory services, various forms of credit, and/or investment and savings services, or mortgage brokerage services.
 - v. "**Gross Leasable Floor Area** (GLFA)" for the purpose of the C2-9 Zone shall mean the *Floor Area, Gross* designated for the exclusive use and occupancy of an owner or tenant or used as a single **premises**, and includes any **basement, mezzanine** or upper **floor areas**, as expressed in square metres and measured from the centre lines of partition walls between **premises** and/or the exterior face of outside walls, but shall exclude:
 - Any utility room occupied by mechanical, electrical, heating, cooling or similar equipment that serves the **building**;
 - publicly accessible space not used for the sale or display of merchandise including washrooms, balconies, hallways, stairways, elevator shafts, landings and similar void spaces;
 - offices or rooms used for building management or custodial purposes;
 - staff locker rooms and lunch rooms;
 - enclosed parking or loading areas;
 - storage areas that are **accessory** to a principal use to a maximum of 10% of the **floor area** of the principal use. (see Maximum **gross leasable floor area**, article 10.4.11 para c) vi. below)
 - vi. **Gross Leasable Floor Area** – retail grocery-for the purpose of the C2-9 Zone, any **floor area** used for, or dedicated to, food

preparation activities including: baking, cooking, or the preparation and assembly of sandwiches, food trays and platters or gift baskets (but not the display areas for such items) shall be excluded from the calculation of the gross leasable **floor area** for a retail grocery store but shall be included in the calculation of the maximum **gross leasable floor area** permitted for all other uses.

vii. Landscaping Definitions:

- “Enhanced Landscaped Area (ELA)” - means a vegetated landscaped area, a minimum of 4.5 m (14.7 ft) in width that includes:
 1. a berm, opaque wood fence, or wall, or any combination thereof, a minimum of 2 m (6.6 ft) in height;
 2. tree plantings which, together with the preceding feature, will provide a visual screen at plant maturity to a minimum height of:
 - a. 4.5 m (14.7 ft.) when the ELA is adjacent to an outdoor storage area /use, a **commercial vehicle** parking and loading area or is screening a **building** that is up to 8 m (26.25 ft.) in height; or
 - b. 7.5 m (24.6 ft) when the ELA is screening a **building**, or a portion of a **building**, exceeding a height of 8 m (26.25 ft).

An enhanced landscaped area may be interrupted by a **driveway** or pedestrian walkway extending across the width (narrow axis) of the ELA.

- “Hard Surfaced Landscape Area” text moved to definitions section
 - “Vegetated Landscaped Area” text moved to definitions section
- viii. “Maximum Gross Leasable Floor Area” shall mean the maximum total of the **gross leasable floor area** for all **buildings** within the C2-9 Zone.
- ix. “Parking Facility” means an area designed or intended to provide a total of 250 **parking spaces** or more either as a single **parking area** or as a cluster of two or more adjacent **parking areas** that are not more than 8 m (26 ft) apart and the perimeter of which is established by a property boundary, a **building**, or the curb or side of the travelled surface of a **driveway** or **lane**.
- x. “Permanent Outdoor Storage and Display Area” shall mean any area of outdoor space **accessory** to a **permitted use**, that is enclosed with a **building**, fence, or berm, or any combination thereof, and may be partially covered or enclosed, which is used on a year-round basis for the bulk storage and display of building construction products and merchandise and other products, supplies, goods, wares, or equipment for the purpose of their sale by the principal retail, wholesale, building supply or **garden centre** business.

- d. Notwithstanding any requirement to the contrary, in the C2-9 zone the following requirements shall apply:
- i. The **lot line** abutting Dufferin St. (Hwy 7) shall be the **front lot line**.
 - ii. The northerly limit of the C2-9 Zone running parallel to Dufferin Street shall be considered the rear lot line.
 - iii. Notwithstanding any other minimum yard or **building** setback, **lot coverage**, maximum **gross leasable floor area** requirement, parking, loading or landscaping provision in **Section 4** or **Section 10** to the contrary, the requirements provided for in Table C2-9 (see Figure 1.1) attached hereto and forming part of this By law shall apply in the C2-9 Zone.
 - iv. Notwithstanding the minimum **exterior side yard**, or the minimum rear yard setback, where the municipality takes or requires a road widening the minimum setback shall be reduced to 6 m (19.6 ft.) or, where a **building** exists, the setback created by the road widening, whichever is less.
 - v. Notwithstanding any minimum yard or setback requirement of the C2-9 Zone to the contrary, no portion of any **building** shall extend:
 - within 6 m (19.6 ft) of a street intersection or the intersection of an entrance with a street; or
 - within 2 m (6.6 ft) of a required site triangle; whichever setback is greater.
- e. Notwithstanding any other provision to the contrary, for the purpose of applying all provisions and requirements of the C2-9 Zone all lands within the zone boundary shall be considered as one lot regardless that the lands and/or **buildings** may be legally divided and registered as multiple, separate ownerships.
- f. for the purpose of applying all provisions and requirements of the C2-9 Zone Municipally owned land abutting a property boundary shall be considered to be a **public street** and the Zone boundary shall be considered a street line regardless of whether a **public street** has been established by By-law prior to the C2-9 Zone coming into effect.
- g. in the C2-9 Zone a seasonal **garden centre** may occupy part of a required on-site **parking area** but shall not exceed a maximum area of 1,115 m² (12,000 ft²).
where additional **lot area** is permanently committed as vegetated **landscaped open space** in excess of the minimum 20% **landscaped open space** required, the maximum **gross leasable floor area** permitted, including **floor area** occupied by retail uses, shall be increased by 75 m² (807 ft²) for each 25 m² (269 ft²) of additional vegetated **landscaped open space** that includes the planting of one tree. The maximum increase permitted shall be 465 m² (5,000 ft²) of glfa or an increase of 557.4 m² (6,000 ft²) in the **gross floor area**; whichever is greater.
- h. Notwithstanding any provision to the contrary, and except where the

side of a parking facility in the C2-9 Zone abuts a lot in another commercial or industrial zone category, a parking facility shall include the following **landscaped open space** elements:

- i. **Landscaped Open Space** areas shall be provided on the perimeter or any side of the parking facility, or portion thereof, more than 12 m (39.4 ft.) from the front wall of a **building** (the wall encompassing the primary public access/entry) and shall have the following design features:
 - a minimum width of 4 m (12 ft)
 - a 2 m (6.6 ft.) wide sidewalk throughout its length
 - the balance of the **landscaped open space** shall be comprised of vegetated landscaped area with trees having an average of 6 m (19.6 ft.) spacing between trunk centers.

The perimeter **landscaped open space** areas may be interrupted only with **driveways** or **access lanes** to the **parking areas**.

A vegetated **landscaped open space** area abutting a **public street** and meeting the provisions of Table C2-9 Item 15 c) (Figure 1.1) shall be equivalent to a required landscaped side. A treed, vegetated landscaped area a minimum of 3 m (9.8 ft.) wide and abutting a property boundary other than a street line shall also be considered to address the perimeter landscaped area required under this Subsection.

- ii. a **landscaped open space** area 4 m (12 ft.) wide including the same design elements as article 12.4.11. para i) clause i. above, shall be located between the **parking areas** in a parking facility. The **landscaped open space** area may be used for snow storage and may be interrupted with one **access** or connecting lane for vehicles for each 50 m (164 ft.) segment, or part thereof, in the length of the landscaped area.
- iii. where the vegetated component of the perimeter **landscaped open space** areas are widened by 0.5 m, (i.e. a total width of 4.5 m) the landscaped area provided for under article 12.4.11 para i) clause ii. above may be narrowed to 3 m (9.8 ft.).
- iv. Where vegetated landscaped area exceeding the 15% minimum is provided and alternate locations for the trees required under clause ii are established through a site plan agreement, **Council** may **alter** the landscaped area required under clause ii above to remove the requirement for trees, reduce the width and permit the sidewalk to be replaced with an at grade pedestrian walkway and may **Alteration** the width of any perimeter landscaped area.
- i. Notwithstanding any provision to the contrary, no **accessory** sign shall be permitted in a minimum **landscaped open space** area abutting a street other than directional signage, a maximum of four ground signs, and a maximum of one pylon sign. The one pylon sign

shall be located in a **front yard** or **exterior side yard** within 20 m (65.6 ft.) of a **public street** entrance; or within 30 m (98.4 ft) of the **front lot line** and shall not be placed on a **building**. All signage shall comply with the Sign and Merchandise Display By-law 3257.

- j. The following Holding Provisions shall be applied to the C2-9 Highway Commercial Exception Eleven Zone to address various conditions and issues that need to be addressed before some forms of **development** or some expansion of **development** will be permitted. These holding provisions are as follows: C2-9-h,-h1, -h2, -h3. The issues to be addressed under each holding provision applied are as follows:
- i. The effect of the holding (-h) provision shall be to prohibit any commercial use or occupancy of the subject lands, other than uses existing as of the day By-law 3358 was passed, or a retail use of less than 828 m² (8,912.8 ft²) located within 177 m (580.7 ft.) of Dufferin Street until a site plan process has been completed to the satisfaction of the Town of Perth to ensure adequate parking, entrance, buffering, screening landscaping, storm water management, servicing and utility design and traffic management; the submission of a lighting plan that will ensure low level, cut off and directional lighting is used and there is no light spillage off-site; a noise impact report identifying anticipated noise sources with recommendations for limiting noise impacts on adjacent areas intended for residential use; a **development** agreement has been completed to the satisfaction of the Town of Perth and the Ministry of Transportation pertaining to off-site servicing improvements; any permits required from the Ministry of Transportation have been obtained.
 - ii. The effect of the (-h1) holding provision shall be to prohibit a **restaurant**, an **automobile washing establishment** or a **laundromat** until a report prepared by a qualified engineer evaluating the potential sanitary treatment demand and sanitary sewage collection demand prepared by a qualified engineer has been submitted to and accepted by the Town of Perth and any conditions of the report or recommendations by municipal staff have been implemented under a site plan agreement and/or another formal agreement acceptable to the Town of Perth.
 - iii. The effect of the -h2 holding provision shall be to limit **development** to the maximum **gross leasable floor area** and maximum *Floor Area, Gross* specified in table C2-9 (Figure 1.1). Upon removal of this holding provision, the maximum **gross leasable floor area** will increase to 15,050 m² (162,000 ft²) and the maximum **gross floor area** will increase to 18,060 m² (194,400 ft²). The (h2) holding provision may be removed upon the following conditions being met:
 - The date of construction for additional **development** is after the first day of January 2016.
 - The owner demonstrates to the satisfaction of the Town of Perth

that the commercial floor space occupancy rate in the downtown, being the lands designated Central Area District in the Official Plan, is not less than 90% and was not less than 90 % in the same month one year prior to the request to remove the –h2 provision.

- No vacant commercial floor space outside the C2-9 zone, existing at the time this by-law is passed has been, redeveloped or occupied for retail use with a gross leasable floor space of 464.5 m² (5,000 ft²) or more and the Town has no active building or planning applications providing for such **development**.
 - No commercial **building** existing outside the C2-9 zone at the time this by law is passed has been expanded by 464.5 m² (5,000 ft²) or more for retail use and the Town has no active planning applications providing for such **development**.
 - Other than land within the C2-9 Zone, no land that is vacant at the time this by-law is passed has been developed for retail use with a gross floor space in excess of 464.5 m² (5,000 ft²) and the Town has no active planning applications providing for such **development**.
 - The owner submits a report by a qualified economic consultant which confirms to the satisfaction of the **Council** of the Town of Perth that the economic growth, population growth, employment rate, income levels, sales per square foot, and market recapture predicted to occur by 2016 in the Kircher Research Associates (KRA) report dated February 2007 and addendum report dated May 2008 have been achieved.
 - Article 12.4.11. Para k) clause iii) 1. and 3. through 5. above do not apply where the report provided for in Article 12.4.11. Para k) clause iii) 6. demonstrates to the satisfaction of the **Council** of the Town of Perth that the specified growth and performance indicators from the KRA report have been exceeded to the extent that additional **development** may be accommodated notwithstanding that one or more of the **developments** referred to in Article 12.4.11. Para k) clause iii) 4. and 5. have taken place.
- iv. The effect of the –h3 holding provision shall be to limit **development** within the C2-9 Zone to a maximum **gross leasable floor area** of 15,050 m² (162,000 ft²) and a maximum **gross floor area** of 18,060 m² (194,400 ft²) Upon removal of the –h3 holding provision, the maximum **gross leasable floor area** will increase to 15,979 m² (172,000 ft²) and the maximum **gross floor area** will increase to 19,175 m² (206,400 ft²). The (-h3) holding provision may be removed upon the following conditions being met:
- The date of construction for additional **development** is after:
 1. the first day of January 2021; or

2. at least 75% of the maximum **gross floor area** permitted in the C2-9 Zone upon removal of “-h2” holding provision has been completed for a minimum of 36 months; whichever of these conditions establishes the longest period after removal of the “-h2” provision.
- The owner demonstrates to the satisfaction of the Town of Perth that the commercial floor space occupancy rate in the downtown, being the lands designated Central Area District in the Official Plan, is not less than 90% and was not less than 90 % in the same month one year prior to the request to remove the –h3 provision.
 - No vacant commercial floor space, existing at the time the “ h2” holding provision was removed has been redeveloped or reoccupied for a single retail **development** with a floor space in excess of 464.5 m2 (5,000 ft2) within the past 36 months and the Town has no active building or planning applications providing for such **development**.
 - No commercial **building** existing at the time the “-h2” holding provision was removed has been expanded by 464.5 m2 (5,000 ft2) or more for retail use within the past 36 months and the Town has no active planning applications providing for such **development**.
 - Other than land within the C2-9 Zone, no property that was vacant at the time “-h2” holding provision was removed has been developed for retail use with a floor space in excess of 464.5 m2 (5,000 ft2) within the past 36 months and the Town has no active planning applications providing for such **development**.
 - The owner submits a report by a qualified economic consultant/market analyst, which confirms to the satisfaction of the Town of Perth that the economic growth, population growth, employment rate, income levels, sales per square foot, and market recapture predicted to occur by 2020 in the KRA report and supplementary report dated February 2007 and May 2008 have been achieved or exceeded.
 - Article 12.4.11. Para k) clause iv) 1. and 3. through 5. above do not apply where the report provided for in Article 12.4.11. Para k) clause iv) 6. demonstrates to the satisfaction of the **Council** of the Town of Perth that the specified growth and performance indicators from the KRA report have been exceeded such that additional **development** may be accommodated notwithstanding that one or more of the **developments** referred to in Article 12.4.11. Para k) clause iv) 3. 4. and 5. have taken place.
- v. In the event that the – h2 and/or the – h3 holding provision have not been removed as of January 1st, 2023, then the conditions applicable to Article 12.4.11. Para k) clauses iii) and iv) above shall

be deemed to have been met and the – h2 and – h3 holding provisions shall cease to apply:

- On January 1st, 2025; or
 - 24 months after **development** on site exceeds a **gross leasable floor area** of 12,727 m² (137,000 ft²); whichever is later; and at that time **development** may proceed to the maximum **gross leasable floor area** and the maximum **gross floor area** permitted pursuant to Article 12.4.11. Para k) clause iv)”
- k. Table C-2-9(Figure 1.1) attached hereto is hereby incorporated into and forms part of this bylaw. For the purposes of this By-law, in the case of any inconsistencies or conflicts between the text of the By-law and the table attached hereto as Table C2-9, the terms of the text shall govern
- l. **Articulated Wall Design**
Shall mean any main wall, on a **building** used for commercial, multi-residential or **mixed-use** purposes, which faces a street and includes the following features:
- a change in **setback** from the street of at least 1 m (3.3 ft.) for each 15.25 m (50 ft.) or less of wall length; and
 - for any wall exceeding 36.5m (120 ft.) in length, a change in either wall cladding materials or the colour of the cladding shall be required for a minimum of one third of the wall surface.

10.4.10 C2-10 (former C2-12) Highway Commercial Exception Eleven

Notwithstanding the **permitted uses**, an **auto repair garage** and a truck terminal shall be additional **permitted uses** on lands zoned C2-10.

10.4.11 C2-11 (former C2-13) - Highway Commercial Exception Twelve

Permitted Uses:

- Highway Commercial (C2) Permitted Uses
- Residential units on the main floor and upper floors of a mixed-use building shall apply

Regulations:

- Parking shall be permitted in the required front yard facing to Elliott Street
- Required Front Yard Setback on Elliott Street 6.1 m
- Required Exterior Side Yard Setback on Wilson Street 6.1 m
- Required Rear Yard Setback on Welland Street 6.45 m
- Maximum Permitted Height 20.73 m
- Required Planting Strip on the East Side abutting the Residential

- | | |
|------|-------|
| Uses | 0.3 m |
|------|-------|
- Required Planting Strip abutting a road allowance 0.0 m
 - Parking - minimum required parking spaces:
 - i) For residential spaces 81 spaces
 - ii) For visitors 10 spaces
 - iii) For commercial spaces 11 spaces
 - A holding provision shall be applied to the Highway Commercial Exception Thirteen (C2-11) Zone. This holding provision is C2-11-h. The effect of the holding (-h) provision shall be to prohibit any development or occupancy of the subject lands, other than uses existing as of the day By-law No. 3358 was passed, until a site plan process has been completed to the satisfaction of the Town of Perth, and until such until such time as the existing lots have been legally merged into one parcel that is no longer separately conveyable.

Section 11. Neighbourhood Commercial (C3) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Neighbourhood Commercial (C3) Zone except in accordance with the following provisions.

11.1 Permitted Uses

- **Accessory** Use, **building** or **structure**
- **Additional Residential** Unit
- **Convenience Store or Confectionary Store**
- **Institutional Use**
- **Public Use or Public Service Facility**
- **Personal Service Use**
- Professional Offices or **Clinic**
- Uses at the same scale and with the same requirements as a **home based business** but independent of a residence
- Residential up to two units
- Wellness Centre

11.2 Zone Requirements

Minimum **lot area**.....450 m² (4,843.9 ft.²)

Minimum **lot frontage**..... 15 m (49.2 ft.)

Minimum Yards:

- **Front Yard** 7.5 m (24.6 ft.)
- Rear Yard 7.5 m (24.6 ft.) or 10.6 m (34.7 ft.) when zone abuts a Residential Zone
- Interior Side Yard 3 m (9.84 ft.) or 6 m (19.7 ft.) when zone abuts a Residential Zone
- **Exterior Side Yard** 6 m (19.7 ft.)

Maximum **floor area** of Commercial Use..... 180 m² (1,937.5 ft.²)

Maximum **building height**..... 7.5 m (24.6 ft.)

Maximum Lot Coverage 35%

11.3 Additional Requirements

- a. Where any lot used for a commercial use abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the commercial use lot which abuts the residential use lot unless the outside

storage is completely hidden by an opaque visual screen or buffer.

- b. No **parking space** shall be located within 3 m (9.8 ft.) of any window of a residential use.
- c. An **additional dwelling unit** may be located on the 1st or 2nd storey of a **building** provided the unit complies with the Building Code and has a separate **access** to the street level.
- d. **Landscaped Open Space** –shall apply to any Commercial use in a C3 Zone that abuts a Residential Zone.

11.4 **Exception Zones**

11.4.1 **C3-1 Neighbourhood Commercial Exception One**

The only **permitted use** shall be a **Clinic**

11.4.2 **C3-2 Neighbourhood Commercial Exception Two**

- Setbacks shall be as per locate survey attached to By-law 3240
- commercial use limited to existing 108 m² (1162.5 ft.²) on main floor
- required parking: 9 spaces; - 2 accessed from Drummond Street East reserved for customers and 7 accessed from Craig Street reserved for commercial and residential tenants

11.4.3 **C3-3 Neighbourhood Commercial Exception Three Zone**

- a. the only **permitted uses** shall be a **clinic**, an **institutional use**, a **public use or public service facility** and **additional dwellings**.
 - i. Maximum **floor area** for Commercial Use 510 m² (5,490 ft.²)
 - ii. Minimum westerly interior side yard 3 m (9.8 ft.)
 - iii. Maximum **building height** 8 m (26.2 ft.)
 - iv. Maximum number of **dwelling units** 4

11.4.4 **C3-4 Neighbourhood Commercial Exception Four Zone**

- a. **dwelling units** are permitted as a principal use of the property subject to the following:
 - i. Maximum number of **dwelling units** 3
 - ii. Maximum number of dwellings with three or more bedrooms 2
 - iii. Maximum number of **dwelling units** when a commercial use is on site 1
 - iv. Parking for **dwelling units** with two bedrooms or less 1 space per unit
- b. a computer retail and repair services store shall be a **permitted use** in addition to all of the **permitted uses**
- c. Off-street **parking spaces** located in the **front yard** between the **building** and the street line of 205 Gore Street East shall be line painted to clearly demarcate each **parking space**. The dimensions for demarcating **parking**

spaces shall be as set out for a standard **parking space**.

- d. The maximum **gross leasable floor area** for any permitted commercial use shall be 140 m² (1,507 ft.²).

13.4.5 C3-5 Neighbourhood Commercial Exception Five Zone

- a. a **single-detached dwelling** and the **home based business** uses are permitted in the C3-5 Zone.
- b. Any permitted business or non-residential use shall occur within a wholly enclosed **building** and the provisions of articles 4.18 Regulations for Home Based Businesses and 4.18 Employees, Hours and Parking for Home Based Businesses apply to uses in the C3-5 Zone except that the maximum number of employees, in addition to the owner, shall be two.
- c. Other than repair work, there shall be no new exterior openings to the **existing building** located within 3 m of the rear lot line with respect to the walls facing the rear or northerly side lot line.
- d. The **existing building**, located within 3 m of the rear lot line, was an **accessory building** and compliant with the rear yard requirement of Bylaw 3358 prior to the passage of this amendment. Upon this by-law coming into effect and the **building** being occupied for business purposes it will become a legal non-complying **principal building**. Notwithstanding Subsection 4.32, the **building** shall not be modified in any dimension and, except where the **building** is damaged or destroyed by fire or other calamity beyond the control of the owner, if the **building** is **Demolished** by the owner, any **replacement building** shall comply with the minimum rear yard requirement of the C3 Zone.
- e. Notwithstanding any provision to the contrary, the **driveway** and **parking area** in the C3-5 zone will be buffered from an abutting residential use by a screening fence, providing a minimum of 90% **visual buffering** from 10 cm above grade to 1.8 m above grade and extending along the side lot line starting 7m from the **front lot line** and extending to a point 15 m from the **front lot line**.
- f. Notwithstanding any provision to the contrary, in the C3-5 zone a **detached** dwelling with one bedroom shall only require one **parking space**.

11.4.6 C3-6 Neighbourhood Commercial Exception Six Zone

Despite any provision to the contrary, a pharmaceutical dispensary, a **retail store** and a **restaurant** are permitted in the C3-6 Zone and the following zone requirements shall apply.

- a. Maximum number of **retail stores** excluding a dispensary 2.
- b. Maximum number of **restaurants** 1.
- c. Maximum **floor area** for a **restaurant** 233 m² (2,500 ft.²)
- d. Maximum **floor area** per commercial **premises** other than a medical **Clinic** 200 m² (2,150 ft.²)
- e. Maximum total **gross leasable floor area** for commercial use 1,115 m²

(12,000 ft.2).

- f. The **front lot line** shall be Gore Street (Rideau Ferry Road).
- g. For any portion of the **front yard** that is not part of a required sight triangle the minimum **front yard** for a **building** with a **height** of 7.5 m or less shall be 3 m.
- h. For any portion of the **exterior side yard** that is not part of a required sight triangle the minimum **front yard** for a **building** with a **height** of 7.5 m or less shall be 3 m.
- i. A **building constructed** with a **front yard** or **exterior side yard** of 3m shall not exceed two-stories.
- j. Maximum number of **apartment dwelling** units 35
- k. No setback will be required between single storey **buildings** or **structures** used as a pedestrian or service delivery link between main **buildings**, **accessory buildings** or the boundary with the R4-25 Zone provided such **buildings** or **structures** do not exceed a maximum width (extending between the outer limit of exterior walls) of 6.5 m
- l. Compliance with the minimum parking requirement shall be determined based on the total number of **parking spaces** in the R4-25 Zone and the C3-6 Zone.
- m. No more than one entrance, comprised of ingress and egress **lanes**, shall be permitted in the C3-6 Zone.

No change in use of the property shall be permitted until the holding provision is removed. The holding provision shall only be removed once a site plan and connections to municipal services are ensured pursuant to an agreement.

Section 12. Service Commercial (C4) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Service Commercial (C4) Zone except in accordance with the following provisions.

12.1 Permitted Uses

- A **catering establishment**
- A Mini Warehouse / Rental Storage Facility
- A Printing or Publishing Establishment
- A Veterinary **Clinic** with no outdoor facilities for animals
- The sale and service of non-pharmaceutical medical, or dental supplies and equipment
- The sale and service of office furniture and equipment
- Uses **accessory** to one of the above **permitted uses**
- No **permitted use** shall include the repair of motor vehicles or combustion engines or the exterior venting of paint or solvent fumes

12.2 Zone Requirements

Minimum **lot area** 2000 m² (21,528.5 ft.²)

Minimum **lot frontage** 30 m (98.4 ft.)

Minimum Yards: also refer to general provision [4.24 i](#)

- **Front Yard** 7.5 m (24.6 ft.)
- **Rear Yard** 10 m (32.8 ft.)
- **Interior or Side Yard** 3 m (9.84 ft.)
- **Side Yard abutting Residential Zone** 6 m (19.7 ft.)
- **Exterior Side Yard** 7.5 m (80.7 ft.)

Minimum **landscaped open space** 25%

Maximum Lot Coverage 20% Refer to Subsection [4.1.1\(i\)](#)
and also see Subsection [4.28](#)

Maximum **building height** 7.5 m

Maximum number of Stories 2

Maximum number of **parking spaces** 15

Maximum number of uses/**premises** 2

Outdoor storage and display of goods or products None

No **parking space** shall be located within the **Front Yard** or within 3 metres of a **Dwelling Unit** on another lot.

Notwithstanding any provision of subsection [4.35](#) to the contrary, the largest contiguous storage area shall be subject to the same parking requirement as a warehouse.

12.3 Exception Zones

Section 13. Business Park (C5) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Business Park (C5) Zone except in accordance with the following provisions:

13.1 Permitted Uses

- **Animal Shelter** (limited to lands fronting on **County** Road 511)
- Artist, artisans or crafts studios and associated or ancillary retail outlets
- **Audio/Visual Studio**
- **Bakery** and / or **Bake Shop**
- **Business, Professional and/or Administrative Office**
- **Café or Snack Bar**
- **Clinic**
- **Custom Workshop**
- **Dry Cleaning Establishment**
- **Factory Outlet**
- **Industrial Uses**, Class One only
- **Laundromat**
- Microbrewery
- **Personal Service Establishment**
- **Place of Assembly**
- **Public Service use**
- **Private Club**
- **Recreational Commercial Establishment**
- **Restaurant**
- **Retail Store**, including a **Convenience Store or Confectionary Store**
- Service Commercial Uses, including: a **Catering Establishment**, a mini warehouse/ personal storage facility, a printing or publishing establishment, the sale and service of non-pharmaceutical medical, or dental supplies and equipment, the sale and service of office furniture and equipment.
- Sound, music, photography and / or video studio
- Taxi Stand
- Video rental outlet
- Warehousing

13.2 Zone Requirements

Minimum **lot area** 2000 m² (21,528.5 ft.²)

Minimum **lot frontage** 30 m (98.4 ft.)

Minimum Yards: also refer to general provision 4.22 i)

- **Front Yard** 7.5 m (24.6 ft.)
- **Rear Yard** 10 m (32.8 ft.)

- Interior or Side Yard 3 m (9.84 ft.)
 - Yard abutting Residential use or Zone 6 m (19.7 ft.) plus one metre for each story over two with a minimum set back of 10m from an **existing** dwelling
 - **Exterior Side Yard** 7.5m (24.6 ft.)
 - Minimum **Landscaped Open Space** 15%
- Maximum Lot Coverage 40%
- Maximum **Building Height** 15 m (49.2 ft.)
- Outdoor Storage of goods or products None

13.3 **Additional Requirements**

- a. The maximum total **floor area** for all **factory outlet** and **retail stores**, which are not **accessory** to or associated with another **permitted use** for the purpose of selling the goods of the associated use, shall be 828 m² (8,912.8 ft.²).
- b. The Maximum number of **restaurants** shall be one per each 4,000 m² (43,056 ft.²) of **floor area** in the C5 Zone.
- c. The Maximum total **floor area** for all business or professional offices, which are not **accessory** to or associated with another **permitted use**, shall be 828 m² (8,912.8 ft.²).
- d. For the purpose of the C5 Zone a **café or snack bar** shall mean an establishment or an **accessory** use to another **permitted use** where food and / or beverages are prepared for sale to the public, which generally provides either a convenience food menu or a limited specialty menu; has a maximum **floor area** of 20 m² (215 ft.²), exclusive of patron seating, maximum seating for 10 patrons; and shares a common washroom with another use or with **public use** space. A **café or snack bar** shall not be a **restaurant**.
- e. The maximum number of **café or snack bar** uses shall be 2 for every 4,000 m² (43,056 ft.²) in a **building**, or 1 for every 1,000 m² (10,764 ft.²) net floor space for other **permitted uses** excluding a **restaurant** or any residential use, whichever is greater.
- f. A **retail store** or suite that is not **accessory** to or associated with another **permitted use** in a **building** shall have a **floor area** of less than 65m² or greater than 186m².
- g. **Public service** and public assembly uses, may include offices of a **public service** agency, health and recreational services and facilities, **private clubs**, youth and cultural services and training services other than an

elementary school, day care center, a shelter providing overnight occupancy or an emergency service use.

- h. Where a site is zoned for a mixed-use **development** and permits any sensitive land use, then no use requiring or involving the bulk storage, processing, or high-volume use in production, of toxic, highly flammable or hazardous materials or gasses stored under pressure shall be permitted in the same **building**.
- i. Where a site is zoned for mixed-use **development**, sensitive and non-sensitive uses shall not share a **common hallway**, and shall not share a common wall except where suites have a firewall separation and are environmentally separate with respect to ventilation.
- j. Where residential uses are permitted by site specific amendment to the by-law, then, except for home offices or suites designed for "live-work" purposes, residential uses / units and non-residential / units shall not have their principal **entrances-exits** on a **common hallway**. Residential uses shall be separated from other uses by the creation of an exclusive **access / entrance-exit** to the exterior of the **building** limited to residential use or by installation of fire and security doors to create an exclusive residential uses area.

13.4 **Exception Zones**

13.4.1C5-1 **Business Park Exception One Zone**

On land within the C5-1 Zone one **accessory** apartment unit, for occupancy by a building manager or custodian is permitted provided the apartment unit does not exceed a **floor area** of 80 m² (861 ft.²) and all other uses and provisions of the C5 Zone shall apply.

- a. Work live units are permitted in the C5-1 Zone and for the purposes of this zone. There shall be one primary **entrance-exit** serving the work-live unit and **access** to the exclusive residential use space shall be through the business use space. The needs of business occupancies will take precedence over the quiet enjoyment expectations of the residential, in that there may be some evident, noise, odours or other impacts, as well as employees, walk in trade or sales.
- b. **Permitted uses** in a Work-Live unit will include:
Home Based Business permitted uses per article 4.18 Scope of Permitted Home Based Businesses excluding daycares and taxi services and **Business Park Permitted Uses** excluding **restaurants**, video rental, **place of assembly, private clubs, recreational commercial establishment** and **Industrial Uses**.

All uses will be subject to provisions of **home based business** articles 4.18.2 and 4.18.3 and no hazardous wastes or storage of toxic, volatile or

highly inflammable substances is permitted.

- c. Work-live units shall be subject to the following requirements:
- i. Minimum unit size: 83.6 m² (900 ft.²)
 - ii. Maximum unit size: 200 m² (2,150 ft.²)
 - iii. Percentage Floor space use in Work/live units:
 - 50% commercial (min),
 - 35% dedicated residential use space (max) or 56 m² (600 ft²) whichever is less with a maximum of two bedrooms, except that the **existing** unit on the third floor (#302) may have up to 57.6 m² (620 ft²) of residential use space;
 - 15% mixed-use space (max) or 18.6 m² (200 ft.²) whichever is less;
 - iv. Minimum dedicated residential floor space: - 29 m² (312 ft.²)
 - v. Work-live units shall be located entirely within 20 m (66 ft.) of the **exterior side lot line** abutting Sherbrooke Street to maintain an adequate separation from the railway and may occupy up to 50% of the leasable floor space of the **building** within this maximum setback to a maximum of 12 units.
 - vi. Parking:
 - dedicated residential use space one (1) space
 - business use one (1) space plus one space for a business **floor area** exceeding 46.5 m² (500 ft.²) plus one space for each employee.
 - vii. Maximum Number of Employees: two (2).
 - viii. The dedicated residential use area shall include all sleeping, cooking and bathroom spaces and must be physically and visually separated from the business floor space.
 - ix. Only one work-live unit or **accessory** apartment shall be permitted on the main floor and shall occupy no more than 20% of the leasable **floor area** and the work-live unit will be subject to all preceding requirements.
 - x. Dedicated business **floor area** shall be determined or demonstrated by a change in floor covering and/or an evident barrier and the presence of equipment or furniture clearly designed and intended for the exclusive use of the permitted business/commercial occupancy.

13.4.2 C5-2 Business Park Exception Two Zone

Despite any provision to the contrary, on land zoned C5-2 a maximum **floor area** of 2,325 m² (25,027 ft.²) shall be permitted for **business, professional or administrative offices**. All other provisions of the C5 zone shall apply.

13.4.3 C5-3 Business Park Exception Three Zone

Despite any provision of this By-law to the contrary, on land within the C5-3 Zone, one **accessory** one-bedroom apartment unit, for occupancy by a person employed by the building owner as a building manager or custodian, may be permitted provided the apartment does not exceed a **floor area** of 62.5 sq. m (672 sq. ft.) and one additional **parking space** is allocated for exclusive use of the occupant.

13.4.4 C5-4 Business Park Exception Four Zone (Formerly M1-1)

Permitted Uses

- C5 uses excluding a **restaurant**, other than a **Café or Snack Bar**
- **Dwelling Unit**
 - i. no further reduction of non-complying yards permitted
 - ii. Residential R1 and R4 zone requirements apply to exclusive residential uses
 - iii. the maximum number of residential **Dwelling Units** on all lots subject to the C5-4 Zone shall be 5 with 3 **Dwelling Units** permitted on lands municipally known as 8 and 10 Herriott Street and 2 **Dwelling Units** permitted on the lands municipally known as 18 Sherbrooke Street.
 - iv. 1 **parking space** per 32.5 m² (349.8 ft.²) of non-residential floor space
 - v. 1.2m (3.93 ft.) landscaped **Buffer Strip** applies to any border of a **parking area** abutting a residential use
 - vi. vehicular **Access** across Crown Land prohibited except for the existing legal right-of-way
 - vii. min. interior side yard for **accessory building** 0.3 m (.98 ft.)
 - viii. no **building** openings below 133.39 m (437.6 ft.) flood elevation.
 - ix. new **Development** shall require a storm-water management plan.
 - x. Vehicular and pedestrian **Access** to be above flood elevation
 - xi. Lands in the C5-4 Zone are subject to Rideau Valley Conservation Authority (RVCA) regulation and all new **Development** shall require a permit from the Authority
 - xii. A new residential use shall only be permitted when a contiguous safe **Access** route above the regulatory flood elevation for pedestrians and emergency vehicles is demonstrated to the satisfaction of the RVCA.

13.4.5 C5-5 Business Park Exception Five Zone (Formerly M2-1 Zone)

- min. **lot area**: 1,393.5 m² (15,000 ft.²)
- min. **lot frontage**: 22.9 m (75.1 ft.)
- min. **Front Yard**: 7.6 m (24.9 ft.);
- min. **Exterior Side Yard**: 7.6 m (24.9 ft.)
- min. interior side yard: 4.6 m (15 ft.)
- min. rear yard: 12.2 m (40 ft.);
- max. lot coverage: 65%
- min. **Landscaped Open Space**: 10%

13.4.6 C5-6 Business Park Exception Six Zone

Permitted Uses

- C5 permitted uses: Motor Vehicle Towing Service

Section 14. Restricted Industrial (M1) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Restricted Industrial (M1) Zone except in accordance with the following provisions.

14.1 Permitted Uses

- **Accessory use, building** or **structure**
- **Accessory** commercial use or service outlet
- **Class I Industry Use**, including a **bakery**
- Mini Warehouse
- Warehouse
- **Cannabis** production and processing
- **Cannabis** processing facility

14.2 Zone Requirements

Minimum **lot area** 930 m² (10,010 ft.²)

Minimum **lot frontage** 23 m (75 ft.)

Minimum Yards:

- **Front Yard** 7.5 m (24.6 ft.) or 12 m (39.3 ft.) where zone abuts a Residential Zone
- **Rear Yard** 6 m (19.7 ft.) or 12 m (39.3 ft.) where zone abuts a Residential Zone
- **Interior Side Yard** 3 m (9.84 ft.) one side, 6 m (19.7 ft.) other side or 12 m (39.3 ft.) where zone abuts a Residential Zone
- **Exterior Side Yard** 6 m (19.7 ft.) or 9 m (29.5 ft.) where a residential zone is located within 20 m (65.6 ft.) see article 4.27.2
- also refer to general provision 4.22

Maximum **building height** 12 m (39.3 ft.)

Maximum Lot Coverage 50%

Minimum **landscaped open space** 10%

14.3 Additional Requirements

- a. Where any lot used for an **Industrial Use** abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the **Industrial Use** lot which abuts the residential use lot unless the outside storage is completely hidden by an opaque visual screen or buffer.
- b. No **parking space** shall be located within 3 m (9.8 ft.) of any window of a residential use.
- c. **Landscaped Open Space**
The provisions of Subsection 4.24 shall apply to any **Industrial Use** in a M1 Zone that abuts a Residential Zone.

- d. **Accessory buildings** and **structures** are subject to the provisions of Table 1
- e. Minimum Distance Separation
The provisions of Subsection 4.27 shall apply to any **Industrial Use** in a M1 Zone that abuts a Residential Zone or a sensitive land use.
- f. Notwithstanding the Minimum **lot area** in subsection 16.2 above, the Minimum **lot area** for an interior unit in an industrial **building** divided vertically into separate **Condominium** units shall be 372 m² (4,000 ft.²) where **access** to the unit is by a common **private road** or laneway connecting to a public road entrance.
- g. Notwithstanding any provision of subsection 16.2 to the contrary, the minimum side yard of 3 m shall increase by a ratio of 0.5m of side yard to 1 m of **height** for each metre or portion thereof, of **building height** over 8 m and the minimum side yard of 3 m shall increase by 0.5 m for each 464.5 m² of building **floor area**, or portion thereof over 1,858 m² but in any case the minimum side yard required shall not exceed 6 m.
- h. Notwithstanding any provision of subsection 16.2 or this subsection to the contrary, the minimum side yard requirement shall not apply to the common wall or party wall of a unit in an industrial **building** divided vertically to create separate units in a **Condominium** where **access** to the unit is by a common **private road** or laneway connecting to a public road entrance.
- i. Notwithstanding any provisions of subsection 16.2 or this subsection to the contrary, the Maximum Lot Coverage for an interior unit in an industrial **building** divided vertically into separate **Condominium** units shall be 60% provided the overall Maximum Lot Coverage for all **buildings** within the **Condominium** is 50%.

14.4 Exception Zones

14.4.1 M1-1 (former M1-2) Restricted Industrial Limited Commercial Exception One

Permitted Uses

- Professional and Business Offices
- **Personal Service Uses**
- financial establishment excluding **bank** & trust company
- private service clubs
- **retail stores** excluding a **convenience store**
- **Light Industrial** or **service commercial establishment**
- Regulations no further reduction of **non-complying** yards
- max. **floor area** for individual or any combination of **permitted uses** other than a light industry or **service commercial** use: 178.4 m² (1,920.3 ft.²)
- storm water management plan required before any new structural **development**

- no **buildings** below 133.39 m (437.6 ft.) flood elevation.
- Vehicular and pedestrian **access** to be above flood elevation

14.4.2 M1-2 (former M1-3) Special Restricted Industrial Exception Two Zone

- the min. **interior side yard** shall be 30.5 m (100 ft.)

Section 15. General Industrial (M2) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the General Industrial (M2) Zone except in accordance with the following provisions.

15.1 Permitted Uses

- **Accessory** Use, **building** or **structure**
- **Accessory** commercial use or service outlet
- **Animal Shelter, Commercial Kennel**
- **Auto Body Shop**
- **Auto Repair Garage**
- **Brewery, Distillery or Winery**
- **Bulk Fuel Depot**
- **Class I Industry** Use
- **Class II Industry** Use
- **Existing Class III Industry Use**
- **Commercial Garage**
- **Custom Workshop**
- **Commercial or Boarding Kennel**
- Metal working and woodworking
- Transportation Depot or Truck Terminal
- Transfer Station or Depot
- Warehouse
- Welding Shop
- **Cannabis** production and processing
- **Cannabis** processing facility

15.2 Zone Requirements

Minimum **Lot Area** 2,000 m² (21,527 ft.²)

Minimum **lot frontage** 26 m (85 ft.)

Minimum Yards:

- **Front Yard** 7.5 m (24.6 ft.)
- **Rear Yard** 7.5 m (24.6 ft.) abutting another industrial zone and 12 m (39.3 ft.) abutting any other zone.
- **Interior Side Yard** 4.5 m (15 ft.) one side, 6m (19.6 ft.) other side – See also See also 15.3 e)
- **Exterior Side Yard** 7.5m (24.6 ft) – See also 15.3f)
- Also refer to general provision 4.24 i

Maximum **Building Height** 24 m (78.7 ft.)

Maximum Lot Coverage 65%
Minimum **Landscaped Open Space** 10%

15.3 Additional Requirements

- a. Where any lot used for an **Industrial Use** abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the **Industrial Use** lot which abuts the residential use lot unless the outside storage is completely hidden by an opaque visual screen or landscaped **Buffer Strip**.
- b. No **parking space** shall be located within 3 m (9.84 ft.) of any window of a residential use.
- c. **Landscaped Open Space**
The provisions of Subsection 4.24 shall apply to any **Industrial Use** in a M1 Zone that abuts a Residential Zone.
- d. **Accessory buildings** and **structures** are subject to the provisions of Table 1 - Zone Regulations for Accessory Uses
- e. Minimum Distance Separation
The provisions of Subsection 4.30 shall apply to any **Industrial Use** in a M2 Zone that abuts a Residential Zone or a sensitive land use.
- f. The minimum side yard of 4.5 m shall increase by a ratio of 0.5 m of side yard to 2 m of **height** for each 2 metres, or portion thereof, of **Building Height** over 11 m and the minimum side yard of 4.5 m shall increase by 0.5 m for each 464.5 m² of building **Floor Area**, or portion thereof over 3,716 m² but in any case the minimum side yard required shall not exceed 8 m.
- g. No outdoor storage shall be permitted within 70 m of a residential use or in an **Exterior Side Yard** abutting a residential zone or where a residential use or zone is located on the opposite side of an abutting street

15.4 Exception Zones

15.4.1 M2-1 (former M2-2) General Industrial Exception One (M2 Uses
Permitted including **Bulk Fuel Depot**)

M2 requirements apply except:

- min. **lot area**: 12,688 m² (136,577 ft.²)
- min. **lot frontage**: 122 m (400 ft.)
- min. yards: front 10 m (32.8 ft.), rear and interior side 15 m (49.2 ft.)
- max. **Building Height** 10 m (32.8 ft.)
- max. lot coverage: 57%
- min. **Landscaped Open Space**: 10%

Section 16. Waste Management Facility (WMF) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Waste Management Facility (WMF) Zone except in accordance with the provisions of this Section and of any other relevant Sections of this By-law.

16.1 Permitted Uses

- Waste Management Facility
- Recycling Depot or Transfer Station
- Municipal Composting facility

16.2 Zone Requirements

Minimum Yard Requirements

- All Yards 30.0m (98.4 ft.)

16.3 Additional Requirements

- a. Minimum Distance Separation
The provisions of Section 4.30 shall apply to any Waste Management Facility in a WMF Zone that abuts a Residential Zone or a sensitive land use.
- b. All waste management facilities shall comply with the applicable provisions of the Environmental Protection Act.

Section 17. Institutional (I) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Institutional (I) Zone except in accordance with the following provisions.

17.1 Permitted Uses

- **Accessory** use, **building** or **structure**
- **Crisis Care Facility**
- Child Care Centre
- **Hospital**
- **Institutional Use**
- **Continuum-of-Care Facility**
- Museum
- **Place of Assembly**
- **Place of Worship**
- **Public Use or Public Service Facility**
- School (public or private)
- Senior's Home or Residence
- Senior's Non-residential care Facility

17.2 Zone Requirements

Minimum **Lot Area** n/a

Minimum Yard Requirements

- **Front Yard** 6 m (19.7 ft.)
- **Rear Yard** 9 m (29.5 ft.)
- **Interior Side Yard** 4.5 m (14.7 ft.)
- **Exterior Side Yard** 7.5 m (24.6 ft.)

Maximum **height** 10.6 m (34.7 ft.)

Maximum Lot Coverage 30%

17.3 Additional Requirements

Accessory buildings and **structures** are subject to the provisions of Table 1.

17.4 Exception Zones

17.4.1 I-1 Institutional Exception One Zone

Permitted Uses

- a. I Zone uses
- b. business office
- c. law and legal office
- d. professional service
- e. **Clinic**

- f. financial office excluding **Bank** or trust company
Institutional standards apply for provisions

17.4.2 I-2 (former I-3) Institutional Exception Two

- Notwithstanding any provision of subsection 17.1 to the contrary, land zoned I-3 may also be used for a **Clinic** or a **Business, Professional and/or Administrative Office**

17.4.3 I-3 (former I-5) Institutional Exception Four Zone

- a. Notwithstanding the uses permitted under subsection 17.1, land in the I-4 Zone may only be used for one or more of the following: a **Place of Assembly or Place of Worship**; a dental or medical **Clinic**, a physiotherapy **Clinic**, a medical supply outlet, a **Business, Professional and/or Administrative Office**; a **Personal Service Establishment**.
- b. Notwithstanding the uses permitted under subsection 17.1, or any other provision of this By-law to the contrary, no dwelling, no residential occupancy, and no childcare centre, school, **Nursing Home, or a Long-Term Care Facility** or any use with overnight accommodations shall be permitted in the I-4 Zone.
- c. Notwithstanding the uses permitted under subsection 17.1, or permitted under any other provision of this By-law, no **building** with a **Basement** or cellar may be **Erect or Constructed** in the I-4 Zone.
- d. Notwithstanding any provision of subsection 17.2 to the contrary, in the I-4 Zone the following requirements shall apply:
 - i. Minimum rear yard 90 m. (295 ft.);
 - ii. Maximum lot coverage 650 m² (6,996.5 ft.²)
 - iii. No exterior opening to habitable **building** space shall be located below an elevation of 133.14 m.

17.4.5 I-4 (former I-6) Institutional Exception Five Zone

- a. land in the I-5 Zone may only be used for one or more of the following: a **Place of Assembly or Place of Worship**; a dental or medical **Clinic**, a physiotherapy **Clinic**, a medical supply outlet, a **Business, Professional and/or Administrative Office**; a **Personal Service Establishment**.
- b. Notwithstanding the uses permitted under subsection 17.1, or any other provision of this By-law to the contrary, no dwelling, no residential occupancy, and no day nursery, school, **Nursing Home, or a Long-Term Care Facility** or any use with overnight accommodations shall be permitted in the I-5 Zone.
- c. Notwithstanding any provision of subsection 17.2 to the contrary, in the I-5 Zone the following requirements shall apply:
 - i. Minimum **Front Yard** 9 m (29.5 ft.)
 - ii. Minimum rear yard 30 m. (98 ft.);
 - iii. Minimum interior side yard 30 m. (98 ft.)
 - iv. Minimum setback from south-easterly lot corner 70 m (230 ft.)

17.4.6 I-5 (former I-7) Institutional Exception Six Zone

In addition to the uses permitted in the Institutional zone, a ***Single-detached*** or an ***accessory*** apartment unit are permitted but conversion to a ***Single-detached*** requires creation of a ***parking space*** on the property.

Section 18. Open Space (OS) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Open Space (OS) Zone except in accordance with the following provisions.

18.1 Permitted Uses

- **Cemetery**
- **Conservation Use**
- Golf course
- Natural areas for passive recreational activities
- Marine Facility
- Public or **private park** or **playground**, beach, picnic area, botanical gardens, zoological gardens, bathing stations, bandstands, fire tower
- Recreational facilities such as a sports field, tennis courts, skateboard or roller blade facility
- Recreational trails for cyclists, jogging, cross-country skiing, snowmobiling, walking, hiking, **recreational vehicle park** on lands owned by the municipality whether operated or not by the municipality
- **Accessory Uses, buildings** or **structures** to the foregoing **permitted uses** including an eating establishment, a retail sales outlet

18.2 Zone Requirements

Minimum Lot Area	No minimum
Minimum lot frontage	No Minimum
Minimum Yard for buildings	15 m (49.2 ft.)
Minimum Setback of any buildings from the High Water Mark	30 m (98.4 ft.)
Maximum Lot Coverage	30%

18.3 Additional Requirements

Accessory buildings and **structures** are subject to the provisions of Table 1

18.4 Exception Zones

18.4.1 OS-1 - Open Space Exception One Zone

Permitted Uses: Fairgrounds

- OS standards apply except:
 - min. setback from any **lot line** abutting a residential zone: 15.25 m (50 ft.)
 - maintain **Existing** setbacks for abutting non-residential uses
 - max. lot coverage 50%

18.4.2 OS-2 Open Space Exception Two Zone

Permitted Uses:

- **Fairgrounds**

- Health Care offices or administrative facilities within an **Existing building**
- an **additional dwelling**
- residential uses permitted in the R1 Zone
- **Landscaped Open Space**
- **parking area** for a public **Hospital**, health care offices or admin facilities

Regulations

- a. OS standards apply except:
 - min. yards: **Existing** yards were abutting residential area
 - no **building** enlargements for **Existing buildings**
 - min. yard between perimeter fencing of heliport and residential zone: 29 m (95.1 ft.)
 - min. landscaped (visual) open space screen: 2.1 m (6.8 ft.)
 - R1 standards apply but no reduction of non-complying yards
 - min. width **Landscaped Open Space**: 4.6 m (15 ft.)

Section 19. Environmental Protection (EP) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Environmental Protection (EP) Zone except in accordance with the following provisions.

19.1 Permitted Uses

- **Conservation Uses**
- Low impact **buildings** or marine **structures** such as a gazebo, wharf or dock, boat slip, garden or storage shed or utility corridor
- Public or **private park**
- Wildlife or natural heritage features
- Passive recreational uses including conservation and educational activities such as an interpretation kiosk, boardwalk, viewing **structure** or passive recreational trails.

19.2 Zone Requirements

Lot area, Frontage and yard requirements shall be those **Existing** on the date of the passing of this By-law.

19.3 Additional Requirements

- a. No **buildings** or **structures** are permitted other than those required for flood or erosion control, bank stabilization, watercourse protection or which are public or private works which must be located in the zone by nature of their use and are constructed in accordance with accepted scientific and engineering practices. In particular, no use, **building** or **structure** which involves the storage of hazardous or toxic materials e.g. ignitable, corrosive, reactive, radioactive or pathological materials and sewage facilities, nor any **Institutional Use** shall be permitted to be constructed, enlarged or expanded in a **Flood Plain**.
- b. No removal or addition of landfill or any kind, whether originating on site or elsewhere, shall be permitted without the written approval or authority of the Rideau Valley Conservation Authority or the **public authority** having jurisdiction.
- c. The provisions of this zone shall not apply to prevent the strengthening or restoration to a safe condition of any **building** or **structure** of **Alteration** or repair of an **Existing building** or **structure** provided such **Alteration** or repair will not increase the **height**, size, or volume or change the use of such **building** or **structure**.
- d. Land zoned Environmental Protection (EP) may be used in the calculation of the minimum **lot area** or **Frontage** requirements for another zone on that lot where property under one ownership is zoned only partially as Environmental Protection (EP).
- e. **Development** with 120 m (393.7 ft.) of a provincially significant wetland shall be subject to an Impact Assessment prior to the approval of such **Development**.

19.4 Exception Zones

19.4.1 EP-1 Environmental Protection Exception One Zone

EP Zone uses:

- **Group Housing** consisting of one two (2) unit residential dwelling
- one eighteen (18) unit apartment **building**
- **Accessory** units

EP requirements apply except:

- min. **lot area**: 0.5 ha (1.2 ac.);
- no min. **lot frontage**;
- min. yards: front: 6 m (19.7 ft.) or the **Existing Front Yard** for an **Existing** dwelling; rear or side: 3 m (9.84 ft.)
- max. **Building Height**: 12 m (39.3 ft.)
- max. lot coverage: 20%
- min. **Landscaped Open Space** 50%
- max. **Density**: 20 units
- min. ground floor elevation: 135 m (442.ft.) contour elevation
- Minimum Setback from the **High Water Mark**:30 m (98.4 ft.)
- Pedestrian and vehicular **Access** to be located above a contour elevation of 134.75 m (442 ft.) and shall be in a direct, continuous and unobstructed manner to a **public street**
- maintain shoreline in natural state
- min. width of **Landscaped Open Space** buffer: 4.5 m (14.7 ft.) along border of **parking area** unless visually screened
- Encroachments below the 134.75 m (442 ft.) contour elevation in the form of **parking areas**, ground level **patios** or pedestrian walkways permitted provided **Existing** lot grades are maintained.

19.4.2 EP-2 Environmental Protection Exception Two Zone

EP Zone uses

- pavilion or market gallery style **building**

EP requirements apply except:

- no min. **lot area**
- no min. **lot frontage**
- no min. yard requirements
- max. **Building Height**: 6 m (19.7 ft.)
- max. lot coverage 50%
- max. **Landscaped Open Space** 50%
- **structures** and **buildings** to be flood proofed
- storm water management applies

19.4.3 EP-3 Environmental Protection Exception Three Zone

In addition to the uses permitted in Subsection 19.1, and notwithstanding article 4.32.2 paragraph d) pertaining to **Front Yard** parking in the R4 Zone, a **parking**

area accessory to an **apartment dwelling** in the R4-5 Zone is permitted in the EP-3 Zone provided it is not located within 30 (98.4 ft.) of the shoreline of the Tay River and a maximum of 20 **parking spaces** are located in the rear yard

19.4.4 EP-4 Environmental Protection Exception Four Zone (Vacant lot Harris Street to Isabella Street along Railway corridor)

Notwithstanding subsection 19.1, the EP-4 Zone is intended to provide a safety buffer abutting a railway corridor and the only **permitted uses** are **Conservation Uses** and the protection of existing tree cover and wildlife habitat.

Section 20. Flood Plain (FP) Zone

No **person** shall use any land or **erect, alter** or use any **building** or **structure** in the Flood Plain (FP) Zone except in accordance with the following provisions.

20.1 Permitted Uses

- a. Regardless of the uses permitted in any zone, and subject to the approval of the Rideau Valley Conservation Authority or other **public authority** having jurisdiction, new **buildings** or uses within the **flood plain** shall comply with the following:
 - i. Permitted Uses
 - **buildings** or **structures** Intended for Flood or Erosion Control or Slope Stabilization
 - All **buildings** and **structures** in Existence on the Day of the Passing of this By-law
 - **Conservation Uses** excluding new **buildings** or partially enclosed **structures**
 - Parks inclusive of low impact **buildings** or **structures**
 - Hydro-electric generating facilities or a utility corridor
 - A Marine Facility
 - Low impact **buildings** or **structures** such as a gazebo, garden or storage shed that do not connect to municipal water and sanitary systems or a utility corridor (See also 4.1.1 i)
 - Infrastructure incidental to a water supply or wastewater treatment facility such as a water intake or sewer outfall but not including the main **building** of a water filtration plant or wastewater treatment facility
 - ii. Prohibited or Restricted Uses
 - Any **building** or **structure** which involves the storage, manufacture, treatment or disposal of hazardous substances or toxic materials, including but not limited to ignitable, corrosive, reactive, radioactive or pathological materials and sewage facilities
 - Any **Institutional Use**, or the expansion or enlargement of an **existing** use including: **hospitals**, pre-schools, school nurseries, retirement home, day cares, a **continuum-of-care facility**, long-term care homes and a **school**.
 - any essential emergency service such as those provided by fire, police and ambulance stations and electrical substations

20.2 Zone Provisions

- | | |
|---------------------------|-------|
| a) Yards (minimum) | |
| i) Front | 7.5 m |
| ii) Exterior Side | 7.5 m |
| iii) Interior Side | 7.5 m |
| iv) Rear | 7.5 m |
| b) Lot Coverage (maximum) | 10% |

20.3 Additional Provisions

- a) Modification or site alteration within the Flood Plain (FP) zone through filling, excavation or by other means is prohibited unless otherwise permitted by the Rideau Valley Conservation Authority or other **public authority** having jurisdiction.
- b) No modification or site alteration shall occur, and no building or structure shall be erected, altered, or used within the Flood Plain (FP) zone, except with the written approval of the Conservation Authority pursuant to its Section 28 Regulation.
- c) For the purposes of this By-law, the regulatory flood elevation along the shores of the Tay River is established by **flood plain** mapping and regulations as established by the Rideau Valley Conservation Authority and /or Parks Canada.
- d) Where safe access has been demonstrated, in accordance with the Conservation Authority regulation, an existing single dwelling or other permitted building may be enlarged provided that:
 - The enlargement shall be a maximum of 50% of the gross floor area of the existing building or 50 m², whichever is lesser;
 - The number of dwelling units does not increase;
 - The development is floodproofed in accordance with the requirements of the Conservation Authority;
 - All other provisions of this By-law are complied with.
- e) Where safe access has not been demonstrated, in accordance with the Conservation Authority regulation, an existing single dwelling or other permitted building may be enlarged provided that:
 - The enlargement shall be a maximum of 20% of the gross floor area of the existing dwelling or 20 m², whichever is lesser;
 - The number of dwelling units does not increase;

- The development is floodproofed in accordance with the requirements of the Conservation Authority;
 - All other provisions of this By-law are complied with.
- f) No site alteration shall occur, and no building or structure shall be erected, altered, or used except with the written approval of the Conservation Authority pursuant to its Section 28 Regulation.

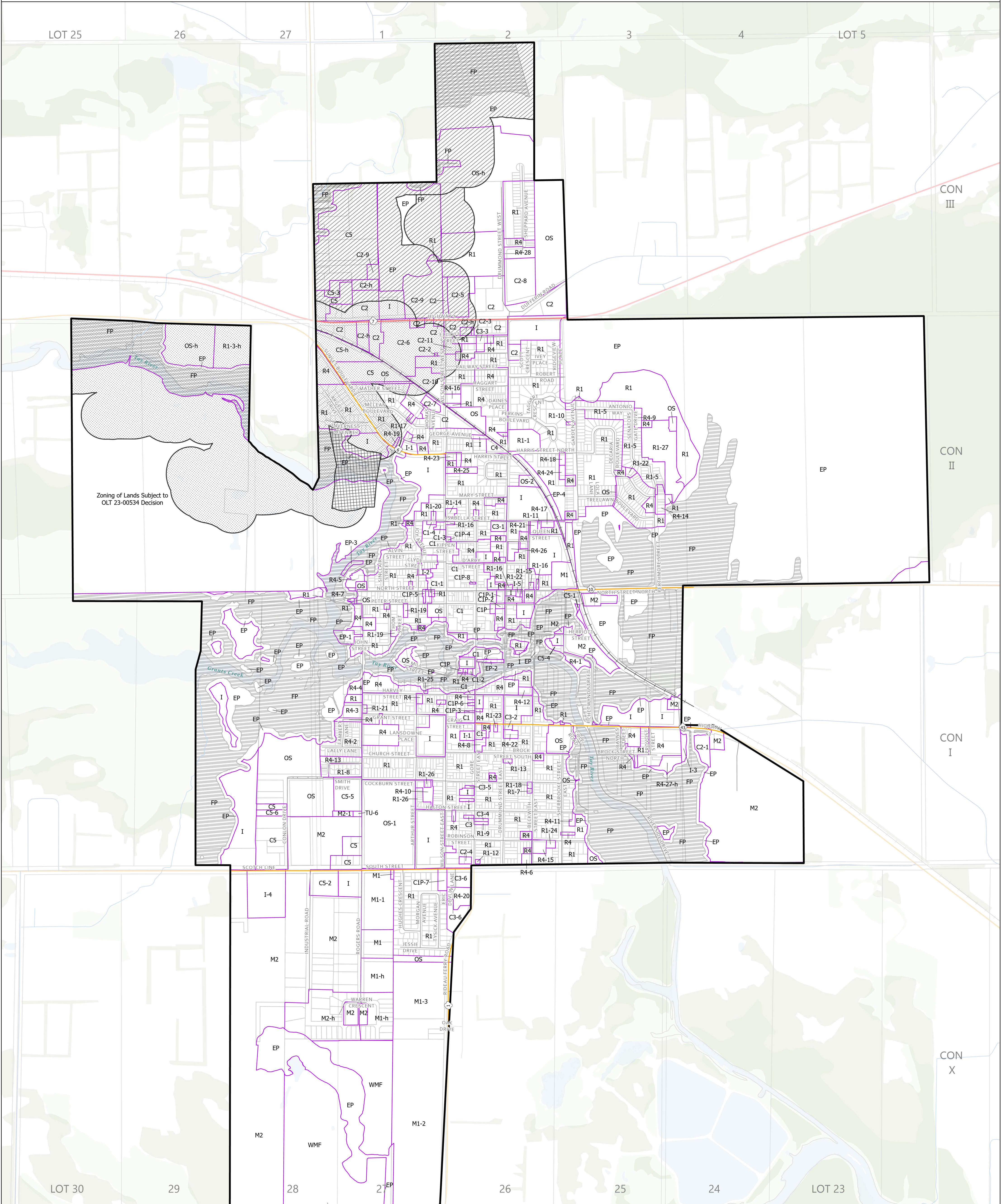
20.4 Special Exception Zones

(reserved)

TOWN OF PERTH ZONING BY-LAW

SCHEDULE 'A'

TO BY-LAW NO. _____



DATE: JUNE 2026
 THIS PLAN IS BASED UPON INFORMATION OBTAINED OCTOBER, 2023 FROM THE CENTRE FOR GEOGRAPHIC INFORMATION SYSTEMS (CGIS), AND FROM DATA OBTAINED FROM LAND INFORMATION ONTARIO (LIO). THIS PLAN DOES NOT CONSTITUTE A LEGAL PLAN OF SURVEY.

0.5 0.25 0 0.5 Km

1:8,500

Jp2g Consultants Inc.
 ENGINEERS • PLANNERS • PROJECT MANAGERS

Legend

MUNICIPAL BOUNDARY	RAILWAY	C2 - HIGHWAY COMMERCIAL	TU - TEMPORARY USE	WMF - WASTE MANAGEMENT FACILITY	INTAKE PROTECTION ZONE TYPE
LOT & CONCESSION	R1 - RESIDENTIAL FIRST DENSITY	C4 - SERVICE COMMERCIAL	M1 - RESTRICTED INDUSTRIAL	EP - ENVIRONMENTAL PROTECTION	IPZ-1
LOCAL ROAD	R4 - RESIDENTIAL FOURTH DENSITY	C3 - NEIGHBOURHOOD COMMERCIAL	M2 - GENERAL INDUSTRIAL	FP - FLOODPLAIN	IPZ-2
COUNTY ROAD	C1 - GENERAL COMMERCIAL	C5 - BUSINESS PARK	I - INSTITUTIONAL		IPZ-3
PROVINCIAL HIGHWAY			OS - OPEN SPACE		

Staff Report to Committee of the Whole of the Town of Perth



Date Presented: June 9, 2026
From: Cathy McNally, Director of Community Services
Subject: Designation of Indigenous Healing Circle, Medicine Garden and Healing Forest Area within Last Duel Park
Report Number: 2026- COW-11.4

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) approve the designation of the Indigenous Healing Circle, Medicine Garden and Healing Forest area within Last Duel Park as "Ka Ije Mino Negockedadiik (Where We Gather in a Good Way)";
- (ii) direct staff to work with Lanark County Neighbours for Truth and Reconciliation and Indigenous partners on the development and installation of interpretive signage recognizing the cultural significance of the area; and,
- (iii) supports the overall name of Last Duel Park to remain unchanged, as presented in report 2026-COW-11.4.

Executive Summary:

Following a delegation requesting that Last Duel Park be renamed to an Indigenous name, Council directed staff to explore options for recognizing Indigenous culture and reconciliation efforts within the park. Staff are recommending the formal designation of the Indigenous Healing Circle, Medicine Garden, and Healing Forest area as Ka Ije Mino Negockedadiik (Where We Gather in a Good Way) while retaining the overall name of Last Duel Park. The recommendation includes the development of interpretive signage, in collaboration with Indigenous partners, to recognize the significance of the space and support ongoing education, reflection, and reconciliation initiatives.

Strategic Plan:

Collaboration: We are committed to working with citizens, staff, community partners, investors, and other governments for the best interests and outcomes for our community

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

At its meeting of May 12, 2026, Council received a delegation requesting that Last Duel Park be renamed to an Indigenous name. Following discussion, Council directed staff to investigate options for recognizing Indigenous culture and reconciliation efforts within the park and to report back with a proposal.

During the discussion, consideration was given to recognizing an area of the park already dedicated to Indigenous education, healing, reflection, and reconciliation rather than renaming the entire park.

Last Duel Park contains several significant reconciliation-focused features, including:

- The Indigenous Healing Circle;
- The Medicine Garden;
- The National Healing Forest;
- Interpretive and educational elements developed through partnerships focused on reconciliation and Indigenous awareness.

These features have become an important gathering place for reflection, education, ceremonies, and community learning.

Discussion

The request to rename Last Duel Park presents an opportunity to further recognize Indigenous culture and strengthen the Town's commitment to reconciliation.

At the same time, Last Duel Park is a well-established community asset with significant historical value and public recognition. The park name reflects an important event in Perth's history and is widely used in municipal documents, tourism materials, mapping systems, event promotions, and community programming.

Rather than renaming the entire park, staff recommend formally designating the area encompassing the Indigenous Healing Circle, Medicine Garden and Healing Forest as:

Ka lje Mino Negockedadiik
(Where We Gather in a Good Way)

This approach acknowledges and celebrates Indigenous culture while building upon existing reconciliation initiatives already established within the park.

The designation would create a distinct Indigenous gathering and learning space while preserving the historical identity and broader recognition of Last Duel Park.

Staff further recommend the installation of interpretive signage that would:

- Explain the meaning and pronunciation of the Indigenous name;
- Describe the significance of gathering "in a good way";
- Include a graphic map of the space to highlight the Healing Circle, Medicine Garden and Healing Circle;
- Share information about Indigenous teachings represented within the space;
- Acknowledge the partnerships and community collaboration that contributed to the creation of these features.

This approach creates an educational opportunity for residents and visitors while ensuring the significance of the space is understood and appreciated.

Conclusion

The designation of the Indigenous Healing Circle, Medicine Garden and Healing Forest area as Ka Ije Mino Negockedadiik (Where We Gather in a Good Way) provides a meaningful opportunity to recognize Indigenous culture and reconciliation efforts within the Town of Perth.

This approach builds upon existing Indigenous placemaking initiatives, creates additional educational opportunities, and acknowledges the significance of the space while preserving the historical identity of Last Duel Park.

Options:

Option 1: Recommended

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth:

- (i) approve the designation of the Indigenous Healing Circle, Medicine Garden and Healing Forest area within Last Duel Park as "Ka Ije Mino Negockedadiik (Where We Gather in a Good Way)";
- (ii) direct staff to work with Lanark County Neighbours for Truth and Reconciliation and Indigenous partners on the development and installation of interpretive signage recognizing the cultural significance of the area; and,
- (iii) supports the overall name of Last Duel Park to remain unchanged, as presented in report 2026-COW-11.4.

Option 2: Not Recommended

Rename the entire park as "Ka Ije Mino Negockedadiik" and remove the Last Duel Park name.

Option 3: Not Recommended

Maintain the status quo and make no naming or designation changes.

Financial Considerations:

Costs associated with the development and installation of interpretive signage would be brought forward through the annual operating budget process or funded through available reconciliation, heritage, or community partnership funding opportunities.

Staff anticipate that signage costs can be accommodated within existing departmental budgets or through partnerships and sponsorship opportunities.

Applicable Policy/Legislation:

The recommendation contained within this report is consistent with the Town's ongoing reconciliation initiatives and recognizes both the cultural significance of the Indigenous Healing Circle, Medicine Garden and Healing Forest area and the historical significance of Last Duel Park.

Others Consulted:

Directors, Manager of Tourism and Culture

Attachments:

[Attachment 1 - Last Duel Park Proposed Area and Signage](#)

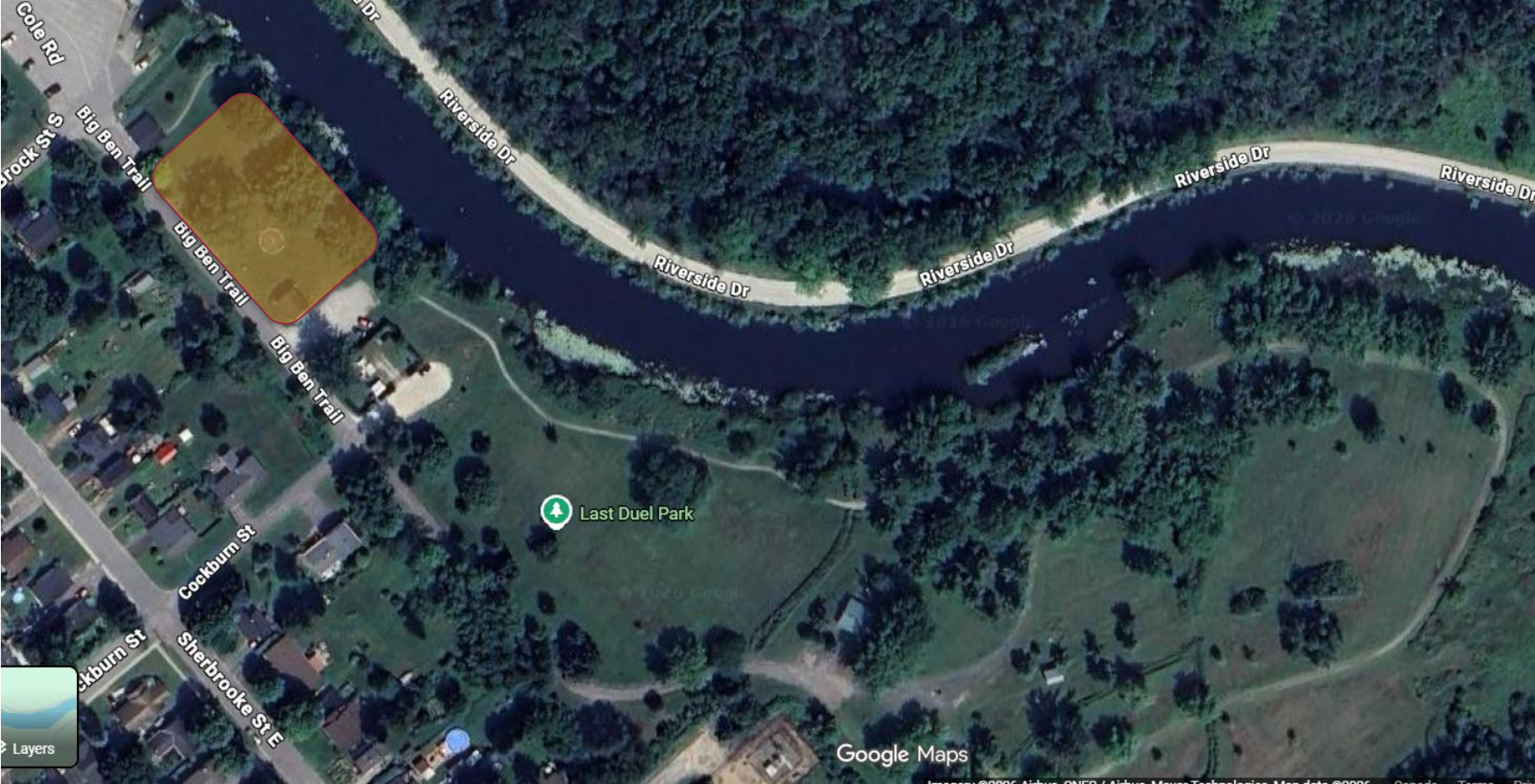
Respectfully submitted,

Cathy McNally, Director of Community Services

Approved by,

Michael Touw, CAO

Proposed Area:



Sample Signage:





Staff Report to Committee of the Whole of the Town of Perth

Date Presented: June 9, 2026
From: Cathy McNally, Director of Community Services
Subject: By-law to Adopt the Perth Museum Strategic Plan 2026–2031
Report Number: 2026- COW-11.5

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No. 5xxx, being a By-law to adopt the Perth Museum Strategic Plan (2026–2031), as presented in Report-2026-COW-11.5.

Executive Summary:

The Perth Museum Strategic Plan 2026–2031 has been developed to meet Community Museum Operating Grant (CMOG) requirements and provide strategic direction for the Museum over the next five years. While an update was not required until 2027, staff completed the review in 2026 to align with provincial expectations and position the Museum for future growth. The Plan focuses on strengthening community connections, enhancing visitor experiences, improving financial sustainability through diversified revenue opportunities, and continuing responsible stewardship of Perth's history. Council endorsement will support the Museum's continued evolution as a vibrant cultural, educational, and tourism asset for the community.

Strategic Plan:

Accountability: We are committed to establishing clear goals and targets, focusing on opportunities, remaining fiscally responsible, and always being dependable to our community.

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

The current Perth Museum Strategic Plan is approaching completion and the Museum is required, under the Province of Ontario's Community Museum Operating Grant (CMOG) program, to maintain a current strategic plan that guides museum operations and future priorities. While the existing plan was not scheduled for renewal until 2027, staff have completed the update in 2026 to align with

revised provincial expectations and to ensure the Museum remains well-positioned to meet evolving community needs and funding requirements.

BACKGROUND

Perth Museum operates within the historic Matheson House National Historic Site and serves as a key cultural, educational, and tourism asset for the Town of Perth. The Museum receives annual support through the Community Museum Operating Grant (CMOG), which requires participating museums to maintain current planning documents that demonstrate organizational direction, sustainability, and community relevance.

Development of the 2026–2031 Strategic Plan included community consultation through public surveys, review of museum sector best practices, professional development through the Ontario Museum Association, and internal staff engagement. The resulting plan reflects both community feedback and emerging trends within the museum sector.

The Strategic Plan is built around four key pillars:

- Connect
- Experience
- Sustain
- Steward

Together, these pillars establish a framework that strengthens Perth Museum's role as both a community gathering place and a tourism destination while ensuring responsible stewardship of collections and resources.

DISCUSSION

A significant theme throughout the Strategic Plan is the evolution of Perth Museum from a traditional museum model toward a more community-centered cultural hub.

The Connect pillar focuses on building stronger relationships with residents, visitors, schools, community organizations, and tourism partners. Priorities include expanding accessibility, increasing participation, improving visibility, and creating more opportunities for residents to contribute their own stories and experiences.

The Experience pillar reflects a growing expectation that museums provide immersive, interactive, and memorable visitor experiences. Future initiatives include hands-on programming, experiential tourism offerings, enhanced storytelling within exhibits, seasonal events, makerspace activities, workshops, tours, and community-driven exhibitions. These initiatives are intended to encourage repeat visitation and strengthen Perth Museum's role as a year-round attraction for both residents and visitors.

The Sustain pillar recognizes the importance of long-term financial resilience. Rather than relying solely on traditional funding sources, the Plan identifies opportunities to expand earned revenue through experiential programming, group bookings, specialty experiences, retail sales, donations, sponsorships, partnerships, and revenue-generating events. The intent is to diversify revenue streams while ensuring that investments are aligned with activities that increase visitation, participation, and community impact.

The Steward pillar reaffirms the Museum's responsibility to preserve, research, and interpret Perth's history while increasing representation of diverse voices and perspectives. The Plan includes commitments related to collections management, digitization, research, reconciliation, oral histories, and community storytelling initiatives.

CONSULTATION

The Strategic Plan was informed through:

- Public engagement and survey responses;
- Museum staff review and planning sessions;
- Sector research and best practices;
- Ontario Museum Association professional development resources;
- Heritage Perth Advisory Panel review;
- Senior Management Team review.

CONCLUSION

The Perth Museum Strategic Plan 2026–2031 establishes a clear and achievable roadmap for the Museum over the next five years. The Plan responds to evolving provincial requirements while positioning the Museum as a stronger community gathering place, tourism attraction, and steward of local history.

Through a focus on community connection, enhanced visitor experiences, financial sustainability, and responsible stewardship, the Strategic Plan provides a framework for continued growth while ensuring the Museum remains responsive to community needs and opportunities.

Staff recommend Council endorse the Perth Museum Strategic Plan 2026–2031.

Options:

Option 1: Recommended

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth pass By-law No. 5xxx, being a By-law to adopt the Perth Museum Strategic Plan (2026–2031), as presented in Report-2026-COW-11.5.

Option 2: Not Recommended

Do not approve the Museum Strategic Plan.

Financial Considerations:

The Strategic Plan is intended to guide decision-making and future budget development rather than create immediate financial commitments.

The Plan identifies opportunities to improve financial sustainability through:

- Increased earned revenue from programming and experiential tourism;
- Expanded group bookings and specialty experiences;
- Growth in retail and donation revenue;
- Strategic partnerships and sponsorship opportunities; and,
- More efficient and scalable program delivery models.

The Plan also identifies staffing capacity as a key factor in successful implementation. In particular, the Experience Coordinator position is identified as critical to delivering expanded programming, visitor experiences, exhibitions, and revenue-generating initiatives. The Plan notes that future consideration should be given to expanding this position from part-time to full-time as opportunities and resources permit.

Any future staffing enhancements or operational investments identified through implementation of the Strategic Plan would be brought forward through the annual budget process for Council consideration.

Applicable Policy/Legislation:

N/A

Others Consulted:

Directors, Manager of Tourism and Culture, Museum Staff, HPAP

Attachments:

[Attachment 1 - By-Law No. 5xxx Perth Museum Strategic Plan](#)

[Attachment 2 - Perth Museum Master Plan-Draft-2026](#)

Respectfully submitted,

Cathy McNally, Director of Community Services

Approved by,

Michael Touw, CAO

**THE CORPORATION OF THE TOWN OF PERTH
BY-LAW NO. 5XXX**

A BY-LAW TO ADOPT THE PERTH MUSEUM STRATEGIC PLAN (2026-2031)

WHEREAS, The *Municipal Act, 2001*, as amended, states that by-laws may be passed by Municipal Council to govern its affairs as it considers appropriate;

AND WHEREAS, The Committee of the Whole reviewed Report 2026-COW-11.5 and concurs with the staff recommendation to adopt the Perth Museum Strategic Plan (2026-2031).

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Town of Perth enacts as follows:

1. THAT, Council adopt the Perth Museum Strategic Plan (2026–2031), attached hereto as Schedule ‘A’.

EFFECTIVE DATE:

This By-law shall come into force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this day of _____, 2026.

Judy Brown, Mayor

Amanda Noël, Clerk

(Seal)

PERTH MUSEUM STRATEGIC PLAN 2026-2031

Kathryn Jamieson, Manager of Tourism & Culture
Status: DRAFT Prepared April 2026



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Executive Summary

Perth Museum's Strategic Plan sets out a clear and achievable path for the next five years, building on the Museum's strengths as a trusted steward of local history and a valued community gathering place. Located in the historic Matheson House, the Museum plays an important role in preserving and sharing Perth's stories while creating opportunities for residents and visitors to connect with the past in meaningful and engaging ways.

Developed in response to the completion of the previous plan and updated requirements through the Community Museum Operating Grant, this plan reflects extensive input from the community, staff, and sector research. Public feedback—gathered through surveys and engagement—has directly shaped the Museum's priorities, ensuring that the plan is grounded in community needs, aligned with best practices, and responsive to future opportunities.

Four strategic pillars—**Connect, Experience, Sustain, and Steward**—guide the Museum's direction. Together, these pillars will enable the Museum to:

- expand its audience, increase participation, and strengthen relationships within the community (Connect)
- deliver engaging, high-quality exhibits and programs that bring local history to life (Experience)
- build financial and operational sustainability through diversified revenue and partnerships (Sustain) and
- preserve, research, and share Perth's history while amplifying diverse voices (Steward).

The Plan outlines practical and phased actions across all areas of Museum operations, including marketing and outreach, programming and exhibitions, collections management, research, and visitor services. These actions are designed to be realistic and manageable for a small team, while also creating opportunities for growth in visitation, programming, and earned revenue. Key initiatives include enhancing storytelling within exhibits, expanding experiential and hands-on programming, improving



accessibility, strengthening community partnerships, and increasing visibility through both digital and in-person channels.

Successful implementation of the plan will be supported by thoughtful resource allocation and strong organizational leadership.

In particular, expanding the Experience Coordinator role to full time will be essential to delivering programs, exhibitions, and visitor experiences at the scale envisioned. Additional support through partnerships, seasonal staffing, and targeted investments will further enable the Museum to achieve its goals in a sustainable and measured way.

Progress will be tracked through clear and attainable measures, including visitation, program participation, revenue growth, and community engagement. Annual review will ensure that results are monitored, shared, and used to inform ongoing decision making.

Overall, this Strategic Plan positions Perth Museum to grow its impact, strengthen its role within the community, and continue to evolve as a dynamic cultural, educational, and tourism asset for Perth.

About Perth Museum

LAND ACKNOWLEDGEMENT

Perth Museum respectfully acknowledges that we are located on the unceded traditional territory of the Omàmìwininì (Algonquin) people. We recognize their enduring presence on this land and their deep and ongoing connection to it—past, present, and future.

We offer this acknowledgement with gratitude and respect for the land itself, and for the generations of Algonquin people who have cared for it, lived on it, and shared its stories. As a museum dedicated to preserving and sharing history, we are committed to reflecting these perspectives with honesty, care, and inclusion, and to continuing to learn, listen, and build meaningful relationships.



BACKGROUND

Perth Museum, now located in the Matheson House at 11 Gore Street East, was established in 1925 by Archibald Campbell, a geologist and mineral collector. Campbell envisioned a “general all-round museum” for his hometown and laid its foundation with his personal collection of minerals and rocks.

In its early years, the Museum grew through generous donations of funds, display cases, and artefacts. Key contributors included the National Museum of Canada, the Geological Survey of Canada, the National and Provincial Archives, the Carnegie Corporation of New York, the Royal Ontario Museum, McGill University, and many individual donors. These contributions helped shape the Museum into a well-rounded institution reflecting both local and national significance.

Originally housed on the top floor of the Carnegie Library (now the McMillan Building) at 77 Gore Street East, the Museum relocated in 1967 when the Town of Perth acquired Matheson House as its Centennial Project. Built in 1840, the Matheson House is now a National Historic Site and provides an ideal setting for interpreting Perth’s history.

Over time, Perth Museum’s collections have grown to include archives, decorative and fine arts, natural sciences, agricultural and household items, as well as Indigenous belongings collected to tell the story of Canada.

Today, the Museum is working toward reconciliation through the process of repatriation of the Indigenous belongings held in its care.

The Museum makes use of all three floors of the Matheson House, as well as surrounding grounds. The main floor gallery, located in the Inderwick Wing, houses the Perth Visitor Information Centre and serves as a flexible space for rotating exhibits and displays from the Museum’s collection. Between the main level and the second floor, furnished period rooms reflect life in the 1840s and 1890s. The third floor features the Wilson geological collection, additional artefact displays, and larger objects from the collection.

The surrounding property includes a formal Victorian garden on the south side of the house and a kitchen garden with a working bake oven on the north side.

Perth Museum and Matheson House are owned and operated by the Town of Perth, within the Community Services Department, with oversight from Town Council. The Museum receives additional financial support from the Ontario Ministry of Culture and is further sustained through community contributions, earned revenue, and fundraising initiatives.



PERTH TOWN COUNCIL

Pictured (clockwise from lower left): Deputy Mayor Ed McPherson, Councillor David Bird, Councillor Jim Boldt, Councillor Gary Waterfield, Councillor Barry Smith, Mayor Judy Brown, and Councillor Isabel Anne McRea (centre)



MISSION

Perth Museum is a gathering place housed in the Matheson House, a National Historic Site, which interprets and preserves inclusive and accessible stories through objects, photographs, and archival materials, pertaining to thousands of years of history in the Perth area from multiple viewpoints.

VISION

Perth Museum is a cultural hub and tourist destination embedded in the Perth community, fostering connection with local history.

MANDATE

Perth Museum's mandate is to collect, preserve, research, and interpret the material culture and histories of the Perth area, ensuring that diverse stories are represented in an inclusive and accessible manner. Guided by its role as a gathering place within the Matheson House National Historic Site, the Museum is committed to engaging the community and visitors through meaningful experiences, stewardship of its collections, and the promotion of heritage as a vital part of Perth's cultural identity and tourism offering.

GUIDING PRINCIPLES

Perth Museum is committed to carrying out its mission through:

- Accountability
- Collaboration
- Transparency

GUIDING DOCUMENTS AND LEGISLATION

In addition to Town of Perth and Perth Museum policies and procedures, Perth Museum is guided by the following:

- The criteria established in *Regulation 877, "Grants for Museums" under the Ontario Heritage Act*, for the Community Museum Operating Grant (CMOG) program, including the following Standards:
 - Governance, Finance, Collections, Exhibition, Interpretation and Education, Research, Conservation, Physical Plant, Community, and Human Resources



- International Council of Museum's *Code of Ethics for Museums*
- The Canadian Museums Association's *Ethical Guidelines*
- *Truth and Reconciliation Commission of Canada: Calls to Action*
- *United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)*



The Strategic Planning Process

The development of the Perth Museum Strategic Plan was initiated in response to updated requirements from the Province through the Community Museum Operating Grant for 2026. The process began with internal discussions to establish timelines and priorities, followed by the creation and distribution of a public survey to gather input from residents, partners, and community organizations. The survey was promoted through the Museum's website, social media channels, and direct outreach.

To ensure alignment with sector best practices, staff participated in professional development opportunities through the Ontario Museum Association and conducted comparative research, including a review of strategic plans from both similar and larger institutions. Survey findings and research insights were analyzed through a series of internal staff meetings to identify key themes and community needs. A draft strategic plan was then developed and refined through internal review before being presented to the Heritage Perth Advisory Panel, the Town's Senior Management Team, and subsequently to Council for final approval.

Scope

This Strategic Plan provides a comprehensive framework to guide the operations and development of Perth Museum over the next five years. It encompasses all core areas of Museum work, including governance and administration, collections management and conservation, research, exhibitions and interpretation, education and programming, visitor services, marketing and communications, community engagement, and the ongoing maintenance and improvement of the Museum's physical facility and grounds. The Museum operates within the Town of Perth's Community Services Department, with oversight from Town Council, and this plan aligns with municipal priorities while supporting accountability and responsible stewardship.

The Plan outlines priorities and actions that support audience growth, enhanced visitor experiences, financial sustainability, and

meaningful community impact, while aligning with the Standards for Community Museums in Ontario and recognized best practices across the museum sector. It is intended to be both strategic and practical—setting clear direction while remaining flexible enough to respond to emerging opportunities, resource realities, and evolving community needs.

Strategic Pillars

CONNECT

Build meaningful relationships with residents and visitors by strengthening awareness, access, and participation in the Perth Museum.

EXPERIENCE

Deliver memorable, high-quality experiences that bring Perth's history to life through storytelling, programming, and immersive environments.

SUSTAIN

Strengthen financial and operational sustainability through diversified revenue, partnerships, and efficient use of resources.

STEWARD

Preserve, research, and share Perth's history while amplifying diverse voices and strengthening the Museum's role in the community.



Outcomes

CONNECT

Over the next five years, Perth Museum will become a recognized cultural hub in the heart of downtown Perth, welcoming both residents and visitors to connect with the stories of Perth. We will expand our reach and visibility, strengthen partnerships across the community, and create more opportunities for people to engage with the Museum—whether through a visit, a program, or a shared story. By building meaningful relationships and removing barriers to participation, we will ensure that more people see themselves reflected in the Museum and feel a sense of connection to Perth’s past and present.

1. Increase awareness and visitation by strengthening our presence across digital, physical, and community channels, ensuring Perth Museum is recognized as a must-visit destination in downtown Perth.
2. Build strong, ongoing relationships with local organizations, schools, businesses, and tourism partners, creating a connected network that supports shared storytelling and visitation.
3. Expand access by reducing barriers to participation through flexible hours, inclusive programming, and improved wayfinding and visitor information.
4. Create meaningful opportunities for residents and visitors to engage with the Museum, whether through visits, programs, or contributions, resulting in deeper, more sustained connections to local history.



EXPERIENCE

Over the next five years, Perth Museum will be known for delivering engaging, memorable experiences that bring local history to life. Through immersive programming, hands-on learning, and dynamic storytelling, we will transform the Museum into a place where visitors actively participate, explore, and return. By building on our unique setting in the Matheson House and expanding experiential offerings, we will create compelling reasons for both residents and tourists to visit, stay longer, and share their experiences with others.

1. Deliver engaging, high-quality experiences that bring Perth's history to life through storytelling, hands-on learning, and immersive programming.
2. Establish strong and consistent program offerings—including workshops, tours, and events—that encourage repeat visitation and broad audience appeal.
3. Enhance exhibits and period rooms to be more interactive, dynamic, and reflective of community stories and lived experiences.
4. Position Perth Museum as a leader in experiential heritage programming, offering unique, bookable experiences that attract both residents and tourists.



SUSTAIN

Over the next five years, Perth Museum will strengthen its financial and operational sustainability by growing diverse revenue streams and leveraging partnerships to support its work. We will expand earned revenue through programs, experiences, and retail, while continuing to pursue funding opportunities and community support. By aligning our resources with our priorities and investing strategically in areas that drive impact and growth, we will ensure the Museum remains resilient, adaptable, and well-positioned for the future.

1. Increase earned revenue through expanded programming, experiential tourism, retail, and rentals, supporting the Museum's long-term sustainability.
2. Align staffing and resources with strategic priorities, ensuring the Museum has the capacity to deliver high-impact programs and services.
3. Strengthen partnerships, sponsorships, and funding opportunities to support growth while minimizing reliance on any single revenue source.
4. Implement efficient, scalable programs and operational models that allow the Museum to grow sustainably within available resources.



STEWARD

Over the next five years, Perth Museum will heighten its role as a trusted steward of local history, preserving and sharing the stories of Perth with care, integrity, and inclusivity. We will expand research, improve access to our collections, and actively involve the community in shaping how their stories are told. By amplifying diverse voices and perspectives, including Indigenous histories and underrepresented narratives, we will ensure that the Museum reflects a fuller and more meaningful understanding of the past while strengthening its role as a place of learning, reflection, and connection.

1. Strengthen collections management and research practices, ensuring the long-term preservation and accessibility of Perth's heritage.
2. Expand research and interpretation to include diverse, underrepresented, and Indigenous perspectives, creating a more inclusive and accurate historical narrative.
3. Actively involves the community in shaping and sharing local history through oral histories, contributions, and collaborative projects.
4. Increase access to collections and research through exhibits, digital platforms, and programming, making the Museum's knowledge more visible and widely used.



Strategic Goals and Actions

CONNECT

Goal: Increase awareness and digital reach

Action	Lead	Year	Resource Impact	KPI
Implement a coordinated, multi-channel, marketing strategy (social, web, print)	Manager of Tourism & Culture	2028	Low	Annual 5% increase in visitation and 10% digital engagement (website traffic, social reach)
Deliver consistent storytelling content (e.g., weekly/bi-weekly series such as <i>From the Archives</i> , <i>That's a Debbie Question</i>)	Experience Coordinator	2026	Low	Two social media posts per week; 10% increase in digital engagement rates (likes, shares, comments)
Promote digital offerings (online collections, virtual exhibits, self-guided tours)	Visitor Services Assistant	2027	Low	Seasonal social media posts and website updates; 10% increase in web traffic

Goal: Improve on-site visibility and access

Action	Lead	Year	Resource Impact	KPI
Upgrade exterior signage and wayfinding (entrance, parking, A-frames)	Manager of Tourism & Culture	2031	Medium	Completion of signage improvements; visitor feedback
Pilot extended hours during peak season (e.g., one evening per week)	Manager of Tourism & Culture	2028	Medium	Measure attendance during extended hours; pilot evaluation results
Implement accessibility	Admin Assistant	2031	High	Number of completed improvements (e.g.

improvements (physical and interpretive)				ramp, virtual tour); feedback
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Goal: Strengthen community partnerships and outreach

Action	Lead	Year	Resource Impact	KPI
Develop and maintain partnerships with schools, seniors, and community organizations	Manager of Tourism & Culture and Experience Coordinator	2026	Low	Track number of active partnerships each year; increase by two new partners each year
Deliver school and outreach programming, including education kits	Experience Coordinator	2028	Medium	Deliver at least four programs to schools and/or community groups per year
Incorporate community input into annual exhibit	Experience Coordinator	2026	Medium	Collect community input from at least two sources per annual exhibit

Goal: Expand and diversify audiences

Action	Lead	Year	Resource Impact	KPI
Develop targeted programming for key audiences (families, youth, seniors, tourists)	Experience Coordinator	2031	Medium	Develop five new programs
Develop and promote visitor itineraries with local businesses	Visitor Services Assistant	2030	Low	Develop four new itineraries
Offer flexible program formats (drop-in, evening, one-day, virtual)	Experience Coordinator	2029	Low	Pilot one new drop-in program, one new evening program, and one virtual program



EXPERIENCE

Goal: Strengthen storytelling and interpretation

Action	Lead	Year	Resource Impact	KPI
Enhance storytelling and interpretation in period rooms and exhibits, including local and underrepresented stories	Experience Coordinator	2031	Medium	One virtual exhibition through a QR code per period room; visitor satisfaction; exhibit updates completed
Integrate Indigenous perspectives into exhibits and programming where appropriate	Experience Coordinator	2031	Low	Number of exhibits/programs including Indigenous perspectives

Goal: Expand dynamic and community-connected exhibits

Action	Lead	Year	Resource Impact	KPI
Develop and implement a rotating exhibit plan with community input	Experience Coordinator	2027	Medium	Plan completed; one new large exhibition developed per year; a minimum of two small displays updated per year
Establish a display area for local artists, organizations, and community projects	Experience Coordinator	2030	Medium	Display area established; plans and procedures in place; two community displays per year

Goal: Deliver hands-on and repeatable programming

Action	Lead	Year	Resource Impact	KPI
Launch and maintain a	Experience Coordinator	2026	Medium	Makerspace created; activities rotating

makerspace with rotating activities				monthly in 2026, increasing rotation to weekly by 2031
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Expand public program series	Experience Coordinator	2029	Medium	Deliver two workshops per year
Increase use of Museum assets (e.g., bake oven, historic spaces) in programming	Experience Coordinator	2028	Medium	Utilize assets in 20% of programs

Goal: Grow experiential tourism offerings

Action	Lead	Year	Resource Impact	KPI
Expand and streamline experiential programs (e.g., ghost walks, themed experiences)	Experience Coordinator	2031	Medium	Three experiential tourism programs available; clear customization options presented; three experiential programs delivered per year
Introduce seasonal and speciality options to promote existing experiences for group bookings	Experience Coordinator	2028	Medium	Build up to four seasonal offerings
Pilot premium add-on experiences (e.g., behind-the-scenes tours, themed kits)	Experience Coordinator	2030	Medium	Pilot two premium add-on experiences

Goal: Create signature and seasonal events

Action	Lead	Year	Resource Impact	KPI
Host annual open house and participate in key community events	Manager of Tourism & Culture	2027	Medium	Host one open house event per year; participate in two or more community events per year
Deliver themed programming and/or activities tied	Experience Coordinator	2030	Medium	Develop four seasonal programs or activities.

to local traditions (maple, fairs, holidays)				
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SUSTAIN

Goal: Increase earned revenue through programs and experiences

Action	Lead	Year	Resource Impact	KPI
Introduce paid add-on experiences (e.g., behind-the-scenes tours, premium access)	Experience Coordinator	2031	Low	Develop three paid add-on experiences; earn first \$100 in sales
Develop bookable group experiences for various audiences and occasions	Experience Coordinator	2030	Low	Develop two experiences; two bookings per year

Goal: Increase on-site spending and donations

Action	Lead	Year	Resource Impact	KPI
Introduce creative donation opportunities (e.g., themed donation features)	Visitor Services Assistant	2028	Low	5% increase in donation revenue
Integrate revenue-generating components into programs and events	Experience Coordinator	2027	Low	Revenue generation components integrated into 50% of programs and events
Promote gift shop products and services through Museum channels	Visitor Services Assistant	2026	Low	5% retail sales growth

Goal: Strengthen revenue through partnerships

Action	Lead	Year	Resource Impact	KPI
Develop partnerships with local organizations	Manager of Tourism & Culture	2030	Low	Develop two co-branded programs and experiences

for co-branded programs and experiences				
Explore revenue-sharing opportunities through joint experiences and promotions	Manager of Tourism & Culture	2031	Low	Revenue from partnerships

Goal: Improve operational efficiency and sustainability

Action	Lead	Year	Resource Impact	KPI
Align programs with cost-recovery goals where appropriate	Manager of Tourism & Culture	2027	Low	Program costs and revenue tracked; recovery rates tracked and evaluated
Develop repeatable and scalable program models to reduce staff time per program	Experience Coordinator	2031	Low	New programs developed, documented, and evaluated

STEWARD

Goal: Strengthen collections management and access

Action	Lead	Year	Resource Impact	KPI
Improve and maintain collections documentation, procedures, and repatriation processes	Administrative Assistant	2027	Medium	Completion of updated procedures; documentation progressing
Increase visibility of collections through rotating displays and digital platforms	Administrative Assistant	2026	Medium	Number of collection items displayed or digitized



Implement Digitization Plan when developing digitization projects	Administrative Assistant	2031	Low	Number of digitization projects undertaken
Offer behind-the-scenes access (e.g., tours of collections and archives)	Administrative Assistant	2028	Medium	Number of tours/programs offered; attendance



Goal: Expand research and knowledge sharing

Action	Lead	Year	Resource Impact	KPI
Prioritize research to meet programming and exhibition goals, and to expand underrepresented stories	Administrative Assistant	2028	Low	Research projects completed and documented
Share research through exhibits, programs, and digital platforms	Administrative Assistant	2026	Medium	Research outputs (posts, exhibits, talks)
Develop research-based programming (virtual and in-person)	Administrative Assistant	2031	Medium	Develop two new programs based on research

Goal: Engage the community in storytelling

Action	Lead	Year	Resource Impact	KPI
Collect and share oral histories, photos, and community contributions	Administrative Assistant	2029	Low	Pilot oral history project
Involve community members in research and history projects	Administrative Assistant	2027	Medium	One new research project completed per year
Advance reconciliation through Indigenous engagement and inclusion	Manager of Tourism & Culture and Admin Assistant	2031	Medium	Launch reconciliation program

Goal: Strengthen volunteer and partnership programs



Action	Lead	Year	Resource Impact	KPI
Develop and implement a structured volunteer program	Manager of Tourism & Culture and Admin Assistant	2028	Medium	Number of active volunteers and volunteer hours increase gradually each year



Partner with historians, artists, and knowledge keepers for programs and research	Administrative Assistant	2031	Medium	Number of community participants
Collaborate with arts and heritage organizations	Experience Coordinator	2030	Low	Number of collaborative initiatives

Goal: Enhance the Museum as a community gathering place

Action	Lead	Year	Resource Impact	KPI
Position the Museum as a welcoming and inclusive space through programming and visitor experience	Manager of Tourism & Culture	2026	Low	Visitor feedback; participation rates
Host programs and events that bring the community together	Experience Coordinator	2027	Low	Number of events; attendance
Support downtown vitality through participation in community events	Visitor Services Assistant	2029	Low	Number of events participated in



Resource Needs

The successful implementation of this Strategic Plan is dependent on maintaining and strengthening the Museum's staffing capacity.

The **Experience Coordinator** role is critical to the delivery of programs, events, exhibitions, and experiential tourism offerings, as well as community engagement and storytelling initiatives. This position is currently part-time; however, the scope and demand of this work requires a full-time role. Expanding this position to full time is essential to achieving the Museum's goals related to audience growth, revenue generation, and enhanced visitor experience. Without this capacity, opportunities for program development, earned revenue, and community impact will be significantly limited.

The **Administrative Assistant to Heritage/Museum** plays a vital role in collections management (including the management of objects, photographs, library holdings and archival holdings), research, documentation, and the overall stewardship of the Museum's holdings. This position is currently full-time and must remain so to ensure the continued care, accessibility, and professional management of the collection. As the Museum increases its focus on research, digitization, and expanding access to collections, maintaining this level of staffing is essential to meeting both operational needs and provincial standards.

The **Visitor Services Assistant** is key to delivering a positive visitor experience, supporting the gift shop and retail operations, and contributing to marketing and promotional efforts. This position is currently part time; however, increasing hours during peak seasons would significantly enhance the Museum's ability to serve visitors, grow retail revenue, and maintain consistent communication and outreach efforts.

The **Manager of Tourism & Culture** provides direction and oversight for Museum operations, ensuring that initiatives are aligned with municipal priorities, delivered efficiently, and supported through strategic partnerships and existing resources wherever possible. This role is key to coordinating efforts across

departments, identifying opportunities, and maximizing impact with available capacity. It is also supported by up to two seasonal staff.

In addition to core staffing, some targeted support will enhance the Museum's ability to deliver on this plan. This may include contract, seasonal and/or part-time assistance, and additional event support during peak periods.

Modest investments in areas such as marketing, program materials, exhibit rotation, and small-scale infrastructure improvements (e.g., signage, makerspace elements, and digital tools) will further support implementation. These enhancements are intended to be flexible and scalable, leveraging partnerships, grants, and revenue-generating activities where possible.

Measuring Success

The success of this Strategic Plan will be measured through a combination of clear, achievable, key performance indicators (KPIs) and consistent, manageable evaluation methods. Recognizing the size and capacity of the Museum's team, this approach focuses on tracking meaningful data that can be collected through existing systems and workflows, ensuring that evaluation is both practical and sustainable over the five-year period.

Key indicators will focus on four primary areas: audience growth, visitor experience, revenue generation, and community impact. Audience growth will be measured through overall visitation numbers, attendance at programs and events, and participation in school and group bookings. Digital engagement—such as website traffic, social media reach, and interaction rates—will also be tracked to assess the Museum's ability to reach and connect with broader audiences.

Visitor experience will be evaluated through simple and consistent feedback tools, including short visitor surveys, comment cards, and informal feedback gathered by staff. These tools will help assess satisfaction with exhibits, programs, and overall experience, while also identifying areas for improvement. Repeat visitation and participation in multiple programs will



serve as additional indicators of a positive and engaging visitor experience.

Revenue generation will be monitored through annual tracking of earned revenue streams, including programs, experiential tourism, retail sales, donations, and facility rentals. Targets will be set with a focus on steady, incremental growth over time, rather than large increases, ensuring that goals remain realistic and attainable. Grant funding success and partnership contributions will also be tracked as part of overall financial sustainability.

Community impact will be assessed through measures such as the number of partnerships, volunteer participation, community contributions to exhibits or research (e.g., stories, photos, artifacts), and participation in outreach initiatives. The Museum will also monitor its role in supporting downtown vitality and tourism by tracking visitor origin data where possible.

Evaluation will take place on an annual basis, with staff reviewing progress toward goals, identifying trends, and adjusting as needed. A brief internal report will be prepared each year to summarize outcomes, ensuring that progress is documented and can be clearly communicated to Council, funders, and the community.

By focusing on a balanced and achievable set of measures, Perth Museum will be able to demonstrate success not only through growth, but through sustained impact, strong community connections, and the continued delivery of meaningful and engaging experiences.

Conclusion

This Strategic Plan sets a clear and practical path forward for Perth Museum over the next five years, building on its strong foundation as a trusted steward of local history and a valued community gathering place. Grounded in community input, aligned with sector standards, and shaped by realistic operational considerations, the plan reflects both ambition and achievability.

Through its four strategic goals, the Museum is positioned to expand its reach, enhance visitor experiences, strengthen financial sustainability, and deepen its impact within the community. At the same time, it reaffirms the Museum's core responsibility to preserve, research, and share Perth's history in meaningful and inclusive ways.

The success of this plan will depend on sustained investment in staffing and resources, strong partnerships, and a continued commitment to innovation and responsiveness. With these elements in place, Perth Museum will be well-equipped to grow, adapt, and continue serving residents and visitors as a vibrant cultural, educational, and tourism asset.

As this plan is implemented and evaluated over time, it will remain a living document—guiding decision-making, supporting accountability, and ensuring that Perth Museum continue to reflect and serve the community it represents.



Staff Report to Committee of the Whole of the Town of Perth



Date Presented: June 9, 2026
From: Michael Touw, Chief Administrative Officer
Subject: Development Charge Reduction Program
Report Number: 2026- COW-11.6

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth direct staff to submit an application to the Development Charge Reduction Program for all growth-related projects in the Town's Development Charge study scheduled for completion by 2035 and, if successful, direct staff to bring back an amending by-law to implement a Development Charge reduction of 50% for five (5) years, as presented in report 2026-COW-11.6.

Executive Summary:

Canada and Ontario have announced a funding program to encourage municipalities to (temporarily) reduce Development Charges in an effort to spur housing growth, and reduce prices. Applications for this program are due June 19, 2026.

Strategic Plan:

Collaboration: We are committed to working with citizens, staff, community partners, investors, and other governments for the best interests and outcomes for our community

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

On March 30, 2026, Canada and Ontario announced the "Canada-Ontario Partnership to Build" (COPB), in an effort to encourage more, and cheaper, housing.

The "Development Charge Reduction Program" (DCRP) is a component of this and is an application-based program to provide up to \$8.8 billion in federal and provincial funding to encourage Ontario municipalities to:

- reduce development charges (DCs) for three years in an effort to reduce housing costs; and,
- prioritizing investments in housing-enabling infrastructure over ten years.

To be eligible for funding, municipalities must agree to reduce their DCs by 30-50% for a period of at least three (3) years.

Eligible projects must meet the following outcomes:

- Primarily enable the construction of new housing units;
- Accelerate the delivery and implementation of shovel-ready infrastructure projects in the municipality's DC background study and capital plan; and,
- Be completed by October 31, 2035.

Like other grant programs, it is expected to be highly competitive, and there is no guarantee of success. While municipalities must commit to reducing their DCs in order to apply, the actual reduction does not need to occur until a Payment Agreement is signed. E.g./ if not successful, there is no obligation to reduce DCs. Funding is 45% federal, 45% provincial, 10% municipal.

The program was announced June 1, 2026, and applications close June 19, 2026. Staff recommend that Council authorize an application to the program for all the projects identified in the DC study scheduled for completion by 2035, and propose a commitment to reduce DCs by 50% for five (5) years if successful.

Proposed projects include, but are not limited to:

- Second water tower north of Highway 7
- Arterial Road
- Portion of infrastructure beneath Highway 7
- Portion of new recreation facility
- Portion of new ES Shop (to be confirmed if eligible)

Options:

Option 1: Recommended:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth direct staff to submit an application to the Development Charge Reduction Program for all growth-related projects in the Town's Development Charge study scheduled for completion by 2035 and, if successful, direct staff to bring back an amending by-law to implement a Development Charge reduction of 50% for five (5) years, as presented in report 2026-COW-11.6.

Option 2: Not Recommended:

Do not apply to program.

Financial Considerations:

As the program was just announced, staff are still calculating the value of growth related projects, and the potential value of this funding.

Applicable Policy/Legislation:

Protect Ontario by Building Smarter and Faster Act, 2025
Housing, Infrastructure and Communities Canada's Buy Canadian Policy
Municipal Buy Ontario Procurement Direction
Canada-Ontario Partnership to Build
Development Charge Reduction Program

Others Consulted:

Directors
MPP John Jordan's Office

Attachments:

[MMAH-Development Charges Reduction Program-Application Guidelines](#)

Respectfully submitted,

Michael Touw, Chief Administrative Officer

Approved by,

Michael Touw, CAO



Development Charge Reduction Program

Program Guidelines

June 1, 2026

Application Deadline: June 19, 2026

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1. Program Overview

On March 30, 2026, Canada and Ontario announced the historic partnership, known as the Canada-Ontario Partnership to Build (COPB), in support of shared goals, including building more homes faster to make housing more affordable, getting shovels in the ground on key transit projects and supporting economic development.

The Development Charge Reduction Program (DCRP) delivers on a key pillar of the COPB commitment. The DCRP is an application-based program to provide up to \$8.8 billion in federal and provincial capital funding to enable Ontario municipalities to unlock more housing supply by:

- providing partial relief to their builder community from development charges (DCs) for three years; and
- prioritizing investments in housing-enabling infrastructure over ten years.

The following guidelines provide an overview of program details and requirements and act as a reference for municipal applicants. **Please review it in detail before applying for the DCRP and note that there will only be a single intake for this program.**

2. Program Objectives

A DC is a discretionary charge that a municipality can choose to levy on new residential developments **to pay for a portion of growth-related infrastructure costs** for services such as water, wastewater, stormwater, roads, transit, fire, ambulance, police and community centres.

Rising municipal DCs add to the cost of building homes and therefore, are considered a major barrier to unlocking the housing supply. This program is designed to address this barrier.

Eligible municipal applicants must commit **to reduce DC rates across the board (i.e., for all residential development types in all areas of the municipality) from their level as of March 30, 2026 and maintain that reduction for three years** to have eligible projects considered for funding.

The eligibility for the program also extends to municipalities that took early action – i.e., reduced and maintained low DCs prior to March 30, 2026.

Eligible projects must meet the following outcomes:

- Primarily enable the construction of new housing units;
- Accelerate the delivery and implementation of shovel-ready infrastructure projects in the municipality’s DC background study and capital plan; and

- Be complete by October 31, 2035.

The funding intake is a competitive process. Funding approval is not guaranteed.

The Province reserves the right to deny any application regardless of whether all criteria have been met, and to reduce or otherwise adjust the funding amount for approved applications.

3. Applicant Eligibility

3.1 Overview

Eligible Applicants

Eligible applicants, (i.e., Ontario single, upper and lower tier municipalities), must meet the following eligibility requirements:

- Levy residential DCs i.e., have an active DC by-law in place as of March 30, 2026
- Provide an agreement-in-principle at the time of application to:
 - reduce DC rates, in effect on March 30, 2026, by 30% to 50% or greater and maintain the reduction for three years;
 - apply the DC rate reduction to all residential development types; and
 - where the application is submitted jointly, take all necessary actions to ensure that all non-signatory applicants expressly agree to and fully comply with all the above-noted obligations.

Please note that:

- the DC rate reduction must be inclusive of area-specific DCs, where those exist.
- the manner in which the DC rate reduction is arrived at – i.e., reducing the DCs for certain services or for all services by the same percentage is a municipal choice.
- actual DC reduction changes are to be in-effect immediately following the execution of the Transfer Payment Agreement (TPA). Any payments would be conditional on the applicant, including any non-signatory applicants, reducing and maintaining the DC rate reductions. In addition, municipalities would need to take such steps to ensure that developments that obtain building permit after March 30, 2026 receive the benefits of the DC reductions from this program. These steps may include where applicable, using the streamlined process introduced through Bill 17, the *Protect Ontario by Building Smarter and Faster Act, 2025*, to immediately reduce their DC rates in their DC by-law and post the new by-law on their website.

Eligibility for Applicants with demonstrated retroactive DC actions

To be eligible for program funding for retroactive actions, the applicable municipalities:

- must provide evidence of having reduced and maintained DC reductions of 30% to 50% across the board (i.e., for all residential development types);
- Maintain the DC reductions for a period of three years; and
- Ensure the DC relief is provided to builders, who created new housing (i.e., had building permits issued) during this three-year period.

Application Requirements

Eligible applicants would need to provide the following information in their application, other than the evidence with respect to the DC rate reduction as outlined above:

- An estimate of the number of housing units that will benefit from the reduced DCs (i.e., the DC relief provided to builders) and the resulting amount of DC relief;
- A reasonable estimate of the number of housing units that will be enabled by the proposed municipal infrastructure project(s);
- Proposed infrastructure projects for DCRP funding from within the municipal DC Background Study, and municipal capital plan. *Please note that municipalities considered for retroactive DC reductions can choose projects from the municipal capital plan that may not be in their DC background study.*
- Commitment to funding at least 10% of eligible municipal infrastructure project costs ; and
- Commitment to complying with the [Housing, Infrastructure and Communities Canada's Buy Canadian Policy](#) or [Municipal Buy Ontario Procurement Directive](#), as set out in the TPA.

Please note that **applications would be prioritized based on the depth of DC rate reduction and the number of housing units that would benefit from the DC relief provided to builders in their communities.**

Applications that provide for greater DC rate reductions (i.e., more than 30% to 50%) and higher municipal infrastructure project cost contributions (i.e., more than 10%) would be eligible to receive higher DCRP funding to support more cost-shared municipal infrastructure projects.

3.2 Joint Applications

Joint applications among municipalities (e.g., joint lower and upper-tier applications, or across municipal boundaries) are eligible, in circumstances where a single infrastructure project might span multiple municipalities. For example:

- Large-scale housing enabling infrastructure projects can span large land areas extending beyond a single municipality's borders.
- Complex infrastructure needs, i.e., where municipalities might require shared infrastructure, such as roads or water/wastewater projects, that necessitates coordination across municipal boundaries to ensure all areas receive necessary services.

If eligible applicants want to submit a joint project, then the primary applicant must submit it in a separate application. All municipalities that are part of the joint application are required to meet the eligibility criteria for the DCRP.

Important: The DC rate reduction commitment and impact information in the joint application should be consistently cross-referenced in all individual applications to enable a comprehensive understanding of the impact of the individual applicants' DC rate reduction relative to funding amounts requested across projects (joint and individual).

4. Project Conditions

4.1 Overview

The provision of the DCRP is governed by the Government of Ontario/Ministry of Municipal Affairs and Housing (Province/Ministry) and the Government of Canada/Housing, Infrastructure and Communities Canada (Federal Government/HICC). The TPAs between the Province and the recipient will set out the terms and conditions under which the Ministry agrees to provide funds to municipal applicants, and will provide additional details on payment schedules, reporting, audit, ongoing compliance and enforcement requirements.

The Province and the Federal Government will fund up to a maximum of 90% of eligible project costs, with the recipient required to fund all remaining of eligible project costs (minimum of 10%).

It is the Province's expectation that TPAs will be entered into with the primary municipal applicant, who is the owner of the infrastructure asset(s) and whose projects are approved by the provincial government and the federal government. The terms of any such TPA would require the recipient to take steps to ensure that all non-signatory applicants continue to meet the obligations outlined in these Guidelines.

4.2 Project Eligibility

Projects must comply with the following conditions to be considered eligible:

- (1) **Project construction start:** Projects must start no later than July 31, 2030.
- (2) **Project construction completion:** Project construction must be complete by October 31, 2035. [Completion means a project can be used for the purpose for which it was intended.]
- (3) **Development charge background study:** Projects must be included in the applicant's most recent DC background study supporting the DC by-law. *Please note that municipalities recognized for retroactive application would be eligible for putting forward infrastructure projects that are not included in their DC background study.*
- (4) **Capital plan:** Projects should be informed by an applicant's capital plan.
- (5) **Infrastructure Type:**
 - **Housing-enabling infrastructure projects would be prioritized, and these are projects that support creation of new housing units.**
 - Community infrastructure projects, that support the development of complete communities, will be considered for funding.
- (6) **Project Type:** A project can be new infrastructure and/or work to increase the capacity, size, scope or reach of existing infrastructure assets or systems to accommodate new growth.
 - Projects can be stand-alone or a component of a larger project.
- (7) **Financial sustainability:** Projects should have a financial plan in place to operate the asset(s) and should not be dependent on or seek senior level government support for operational funding or potential cost over-runs or escalations experienced on a project (unless that funding has been previously secured).
- (8) **Asset management plans:** Projects should be considered in the next update of the asset management plan, including incorporating the plan to fund/finance lifecycle costs.
- (9) **Duty to consult:** Where the duty to consult Indigenous communities is triggered, the municipal applicant must confirm that consultation has been undertaken. The municipality will be notified if the duty to consult has been met or if further consultation needs to be undertaken. If duty to consult has not been met at the time of the application being submitted to the Province, the municipal applicant must undertake to meet the duty to consult prior to undertaking site preparation or construction. The municipality

may be required to provide a complete consultation record and any accommodation measures adopted in response to consultation with Indigenous communities.

(10) **Accessibility standards:** Projects must meet or exceed the requirements of the Ontario Building Code.

The application must include a clearly defined scope of work, schedule, and list of dependencies to enable a comprehensive understanding of the project (financial, technical, risk, etc.).

Ineligible Projects:

- Projects that have started construction prior to a Transfer Payment Agreement (TPA) being fully executed;
- Planning and design work as stand-alone projects; and
- Projects that are for rehabilitating (i.e., extending the life or improve the quality, functionality or safety of an asset) and/or repairing existing municipal infrastructure.

4.3 Eligible Asset Types

Potable Water:

- Drinking water treatment facilities
- Drinking water storage assets
- Drinking water pump stations
- Local drinking pipes (transmit water from municipality to homes/businesses)
- Transmission drinking water pipes
- Metering as part of a larger potable water distribution system project
- Other types of potable water assets

Stormwater:

- Stormwater drainage pump stations
- Stormwater storage assets
- Stormwater pipes
- Stormwater diversion assets
- Stormwater retention assets
- Shoreline protection assets
- Other types of stormwater assets

Wastewater:

- Wastewater treatment
- Wastewater pump stations
- Wastewater lift stations
- Wastewater storage tanks

- Wastewater collection and/or conveyance
- Other types of wastewater assets

Fixed Transportation:

- Maintenance and storage facilities (charging stations)
- Roads and streets
- Bridges
- Tunnels
- Public transit exclusive tracks
- Public transit exclusive roads/lanes
- Public transit exclusive bridges
- Public transit exclusive tunnels
- Passenger stations/terminals
- Transit shelters
- Passenger drop-off facilities
- Other type of public transit fixed assets

Transportation Rolling Stock

- Heavy railcars (subway)
- Commuter railcars (locomotives and passenger)
- Light railcars
- Streetcars
- Specialized transit (para or handi transpo and dial a ride)
- Public transit buses
- Cutaway vehicles
- Service and support vehicles
- Other types of rolling stock

Public Safety and Emergency Services:

- Fire services:
 - Fire stations
 - Fire pumpers, aerials
 - Other fire assets
- Police services
 - Police detachments
 - Other police assets
- Paramedic services
 - Paramedics station space
 - Other paramedics assets

Community Infrastructure:

- Community centres (multi purpose facilities)
- Libraries
- Cultural centres
- Parks (including play structures)
- Local aquatics centres and pools
- Sports and recreation centres
- Local recreational arenas (i.e., ice-skating facilities)
- Child and youth centres
- Senior day centres
- Performing arts centres

4.4 Other Requirements

The application must demonstrate how it will meet the intended outcomes of the program. For example:

- Unlocking Housing Supply:** Applicants must provide a reasonable estimate of the number of housing units that would be enabled as a result of the eligible project(s) and those that benefitted from the DC relief to builders.
- Asset ownership:** Applicants must attest to owning and ensuring the operation of the infrastructure assets put forward for funding. Municipalities without current ownership must attest to acquiring and ensuring the operation of the infrastructure assets by the specified date.
- Payments:**
 - All successful applicants would be funded on a milestone-basis.
 - Milestone-based funding means that provincial and federal funds would be distributed to successful applicants after they have provided a report to the government demonstrating that required milestones, as set out in the TPA, have been met. Milestone-based funding may include a requirement to provide information about project costs incurred.
 - Applicants must have a financing strategy in place to cover project costs upfront and unanticipated shifts in costs during the project such as cost escalations and overruns. **Recipients will be responsible for all cost over-runs and financing costs.**

4.5 Project Shovel-Readiness

Applicants that provide eligible projects that are shovel-ready at the time of application would be prioritized for program funding consideration.

The following are potential shovel-readiness indicators:

- Environment Assessment, as applicable
- Land acquisition
- Conceptual engineering
- Detailed engineering
- Planning and design
- Tender/contract awarded but construction has not started

In addition, availability of dedicated DC reserves towards the project will be considered in determining the shovel-readiness of the project.

Please note that the projects do not need to meet all the shovel-readiness indicators outlined above at the time of application, but the project must start construction no later than July 31, 2030, and be complete by October 31, 2035.

4.6 Development Charge Background Study

Eligible projects must be identified in the applicant's most recent development charge background study as a project that will begin by July 31, 2030.

Only project costs identified as recoverable through DCs (including inflation) based on the background study will be considered as project costs for an eligible project. This means that costs reflected as a benefit to existing development or funding post-period capacity will not be considered as eligible project costs.

4.7 Asset Management Plan

Eligible projects should be incorporated in the municipality's asset management plan by its next update, including the lifecycle management activities and financial management plan.

4.8 Provincial Land-Use Planning

Applications should ensure that the housing enabled by the eligible project is aligned with and supports provincial land use planning priorities and outcomes, as set out in provincial land use policy, municipal official plans and zoning by-laws.

Applicants are required to submit a copy of the applicable official plan schedule(s) and zoning by-law map(s) with the anticipated housing development lands clearly delineated.

5. Application Process

5.1 Number of Project Submissions

Each eligible applicant may submit more than one application individually or jointly with other municipalities. Within an application, applicants are encouraged to limit the number of eligible projects to five and bundle, as appropriate, smaller projects into larger ones. However, municipal commitments to DC reductions must be consistent across all applications (i.e., only projects may vary). The application requires municipal prioritization of projects with rationale.

Applicants are responsible for proposing project(s) and requested funding amounts that are reflective of the estimated amount of DC relief provided to builders and the proposed municipal contribution for each project. In cases, where an applicant will be reducing DC rates beyond 30% to 50%, this should be factored accordingly in the number and scale of project(s) proposed for program funding.

If eligible applicants want to submit a joint project, then the primary applicant must submit it in a separate application that does not include any individual projects.

Please note that projects that are housing-enabling (i.e., water, wastewater, stormwater, roads and transit) will be prioritized over community-building projects for DCRP funding.

5.2 Submissions and Funding Approval Steps

Step 1: Applicants must register or login online through the Province of Ontario's online grant portal, Transfer Payment Ontario (TPON). Step by step support for working with the online grant portal are found [here](#). Full details on the application can be found by following the Submitting for Funding link from the TPON landing page. When filling out the application, please review your organization's contact information carefully. If the Ministry of Municipal Affairs and Housing is unable to contact a project representative in a timely manner, an application may be deemed incomplete. Only authorized representatives of the applicant organization should be included on the form (consultants should not be named as the point of contact). Authorized representatives typically include an individual that can legally bind the organization (e.g., CAO, treasurer).

Step 2: The application form and supporting documents must be submitted online through the Transfer Payment Ontario (TPON) system by 10 a.m. ET on June 19, 2026. For a complete list of supporting documents please see Section 11: Application Package Requirements.

A scanned application form will not be accepted. Failure to meet minimum submission requirements will result in the submission being identified as incomplete and at risk of not proceeding to the evaluation portion of the application process.

For technical issues related to the submission of your application form or if you note any discrepancies in the pre-filled section of the application form, please contact Transfer Payment Ontario Client Care at 416-325-6691 or 1855-216-3090 or email TPONCC@ontario.ca for assistance. For all other program related questions, please contact DCRP@ontario.ca.

Step 3: Once the completed application form has been submitted, an automated acknowledgement of receipt and a file number will be emailed to the primary applicant.

Step 4: Projects decisions will be made by the Province and the federal government.

Step 5: Notification of project approval.

Step 6: TPA development. Once a project has been approved, the Province will provide the necessary TPA to the applicant for signature. The TPA sets out the terms and conditions of funding including:

- Outlining the recipients ongoing obligation to maintain the DC rate reduction, as agreed upon by the parties, for a period of three years, including any associated representations, warranties, covenants and undertakings.
- That any contracts for goods and/or services will be procured through a fair, transparent, competitive, value-for-money process and in compliance with Housing, Infrastructure and Communities Canada's Buy Canadian Policy or [Municipal Buy Ontario Procurement Directive](#), as applicable.
- That the applicant will fulfill all Duty to Consult and other requirements, e.g., Environmental Assessment if applicable.
- A detailed list of eligible and ineligible expenditures (see Section 7.4 and 7.5 for more details).
- Communication requirements (including project signage).
- Mandatory reporting requirements, including insurance obligations.
- Milestones for payment, including compliance and verification requirements.
- Any funding received by that municipality will be subject to the terms of the signed TPA.
- Additional requirements related to greenhouse gas emissions, climate adaptation measures, or other compliance obligations as determined by the Government of Canada, or Province of Ontario based on the nature, scope, and potential impacts of the project.

As the program implementation progresses, TPAs may need to be amended including, but not limited to, changes to the terms and conditions, updates to the program guidelines and requirements for program reporting and/or communications.

5.3 Key Dates

Applications and all supporting documentations must be submitted through TPON by **10 a.m. ET on June 19, 2026**.

Note: applications including all supporting documentation will not be accepted after this time and submissions cannot be changed after this deadline. **Failure to meet minimum submission requirements will result in the submission being identified as incomplete and at risk of not proceeding to the evaluation portion of the application process.**

The TPAs must be executed prior to August 15, 2026.

Projects must start no later than July 31, 2030, and be complete by October 31, 2035.

5.4 Project Description

A technical description of the proposed project should provide the Ministry adequate information to understand the scope of the project. Strong project descriptions include but are not limited to:

- Project location;
- Project Need and Timing;
- Type of asset;
- Length of project work;
- Project objectives and expected outcomes and benefits;
- Project scope and details;
- Nature of work; and
- Project risk and mitigation measures.

6. Assessment Process

6.1 Assessment Criteria

Ontario will assess complete applications with projects that meet program requirements primarily in relation to the following assessment criteria:

Criteria 1 – DC Rate Reduction

Applications will be assessed on the depth of their committed DC rate reductions with reductions beyond the minimum required being eligible for higher program funding.

Criteria 2 – Housing Impact

Applications will be assessed on the number of housing units enabled by DC relief provided to builders.

Projects that support housing-enabling infrastructure and the number of housing units enabled by the project will be prioritized for funding.

Criteria 3 – Municipal Contribution

Applications will be assessed on the amount of municipal contribution for each eligible project. While the minimum required municipal contribution is 10% towards eligible project costs, applications that provide for more municipal contributions for each eligible project would be eligible for higher program funding. Please note that ineligible project costs (i.e., soft costs) would count towards the municipal contribution amount for assessment purposes only.

While applications would be required to provide the estimated amount of DC relief provided to builders over three years, **the estimate provided must be reasonable. It may be audited to confirm variances between estimate and actuals as part of the TPA.**

7. Financial Matters

7.1 Cost-Sharing

Successful projects would be cost shared between municipal applicants, the province and the federal government. This includes a minimum of 10% of project expenditures covered by municipalities with the remaining 90% or less cost-shared by the province and federal government.

7.2 Funding Maximum

The maximum funding for municipal projects depends on the program uptake and the merits of each application.

7.3 Combining Funding from Other Sources (Stacking)

Eligible applicants can combine funding from other provincial and federal programs towards the proposed project(s) costs:

- subject to any existing conditions in previous agreements; and
- as long as the funding is not from housing-enabling infrastructure programs.

In addition, any combined (i.e., stacked) federal and provincial funding cannot count towards the municipal contribution.

Please note that, this program does not supersede previous intergovernmental funding agreements and eligible applicants would need to negotiate TPA changes with other signatory ministries as required.

7.4 Eligible Project Costs

For projects approved under DCRP, eligible project expenditures are those incurred for, and directly related to, specific project costs, incurred solely for the successful delivery of the project, and deemed to be reasonable by the Ministry, in its sole discretion.

Construction costs will not be covered until such time that all duty to consult (DTC) and/or environmental assessment (EA) requirements are fulfilled by the applicant. Costs related to the DTC and EA requirements, incurred after February 26, 2026, are eligible under the program.

Eligible project costs include:

- Land acquisition costs for the provincial share of funds only
- Hard costs (including costs of construction, labour, materials, and equipment)
- EA and DTC costs incurred after February 26, 2026

All project contracts for goods and/or services must be awarded in a way that is fair, transparent, competitive and consistent with value-for-money principles in accordance with Housing, Infrastructure and Communities Canada's Buy Canadian Policy or [Municipal Buy Ontario Procurement Directive](#), as applicable.

7.5 Ineligible Project Costs

Successful applicants are responsible and must pay for all ineligible project costs as well as any potential cost over-runs or escalations experienced on a project, which includes:

- 1) Soft costs, including those related to design, engineering, legal fees, and permitting and insurance. Please note that soft costs can be counted towards municipal contribution for assessment purposes only.
- 2) Other ineligible costs that cannot be counted towards municipal contributions.
 - Costs incurred after October 31, 2035;
 - Costs incurred for cancelled projects;
 - Any overhead costs, including salaries and other employment benefits of any employees of the applicant, any direct or indirect operating or administrative costs of applicants, and

more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the applicant's staff;

- Provincial sales tax, goods and services tax, or harmonized sales tax;
- Any costs eligible for rebates;
- Costs for operating expenses, including maintenance work; and
- Cost related to furnishing and non-fixed assets which are not essential for the operation of the asset/project

A more detailed list of eligible and ineligible expenditure categories will be set out in the TPAs entered into between the Province and the recipient. The Province retains the sole discretion to determine whether a project cost is eligible or ineligible.

7.6 Payments & Reporting

Funding will be disbursed to applicants once a report is submitted to the government demonstrating that required milestones, as set out in the TPA, have been met and the DC rate reduction will be maintained for three years.

Expenditures for projects will be disbursed, conditional on the recipient municipality completing project milestones and submitting appropriate reporting which is deemed satisfactory.

For illustrative purposes only, an example of a payment schedule is included below. Further information on payment schedules and required reporting schedules will be provided in the TPA.

Milestone	Supporting Documentation	Payment Amount
Milestone 1	Taken all necessary actions to authorize the execution of the Agreement and as applicable, updating the DC rates in the DC by-law. Any other reporting requirements requested by the Ministry.	Up to 10% of project Total Eligible Cost (TEC)
Milestone 2	Construction Contract Award confirmation and project progress report, including revised budget forecast. Any other reporting requirements requested by the Ministry.	Up to 10% of project TEC

Milestone	Supporting Documentation	Payment Amount
Milestone 3	Subject to the terms and conditions of this Agreement, the receipt, to the satisfaction of the Province, of the 30% Expenditure Documentation and Project Progress Report	Up to 10% of project TEC
Milestone 4	Subject to the terms and conditions of this Agreement, the receipt, to the satisfaction of the Province, of the 45% Expenditure Documentation and Project Progress Report	Up to 15% of project TEC
Milestone 5	Subject to the terms and conditions of this Agreement, the receipt, to the satisfaction of the Province, of the 65% Expenditure Documentation and Project Progress Report	Up to 20% of project TEC
Milestone 6	Subject to the terms and conditions of this Agreement, the receipt, to the satisfaction of the Province, of the 85% Expenditure Documentation and Project Progress Report	Up to 20% of project TEC
Milestone 7	Completion of project. Any other reporting requirements requested by the Ministry.	Up to 5% of project TEC
Milestone 8	Final Report, may include any or all supporting documents related to the project lifecycle. Any other reporting requirements requested by the Ministry.	Province's acceptance and approval of Final report– release of the final (up to) 10% of project TEC.

Further information on the actual payment schedule and required reporting schedule will be provided in the TPA. Additional reporting requirements may be required as part of ongoing project monitoring that are not outlined above and are not tied to any payment (e.g., project status).

Annual Reports

Recipient municipalities will be required to submit a DCRP annual report using a template to be provided by the Province. The year-end report will outline actual activities undertaken and expenditures incurred.

Reports must include:

- Actual and forecasted expenditures by activity, aligned with eligible categories;
- Reconciliation of funds received and funds spent, including previously banked funds;
- Actual DC relief provided for each year in the three-year DC reduction period;
- New housing units supported as a result of the DC relief for each year in the three-year DC reduction period (as evidenced by approvals for developments and the issuance of building permits);
- New housing units supported through the funded infrastructure project(s); and
- Other data and information, as specified in the TPA, such as use of Red Seal endorsed tradespeople and unionized labour, use of Canadian materials, goods and services, in accordance with Housing, Infrastructure and Communities Canada’s Buy Canadian Policy or [Municipal Buy Ontario Procurement Directive](#), as applicable, and applicable climate change reporting.

Year-end reports are to be approved/authorized by municipal council or a delegated authority prior to submission. Year-end reports that are incomplete or not to the satisfaction of the province or not submitted by the deadlines identified in TPA may result in the province withholding the milestone payment.

The province will review year-end reports for alignment with municipal application, including eligible expenditures and to verify compliance with the DCRP TPA, DCRP program guidelines and any other applicable government directive or legislation.

8. Duty to Consult

As part of the application process for funding, applicants will be required to complete the Duty to Consult (DTC) Questionnaire found in the DCRP Application Form. This includes providing information related to outreach, engagement and consultation with Indigenous communities.

The Province reserves the right to withhold funding or recover funds utilized for construction-related activities if they began prior to DTC requirements having been met.

9. Contact Information

For program related inquiries, the Development Charge Reduction Program team can be reached by email at DCRP@ontario.ca. For inquires related to the TPON system, please contact TPON at TPONCC@ontario.ca.

10. Outcomes and Indicators

Outcome Description	Indicator	Unit of Measure
Municipal DC rates are reduced	Extent to which developments are proceeding (i.e., building permits are issued) in the municipality Baseline: developments that were issued building permit in fiscal year 2025 (i.e., Apr 1, 2024 – Mar 31, 2025)	Year-over-Year increase in the number of building permits issued within the three year-period
New residential growth	Extent of housing units enabled	Number of new housing units that benefit from DC relief.
		Number of new housing units enabled by the investment in infrastructure.

11. Application Package Requirements

As part of the complete DCRP application, applicants will be required to submit the following through TPON:

- ✓ The DCRP Application Form which will provide information about your project proposal. The form also includes an attestation form in the appendices that need to be completed.
- ✓ Project Map clearly identifying all components in the project description in KML format (Refer to Section 12 “Maps in KML Format” below) and submitted as an attachment through TPON.
- ✓ Land use planning information related to proposed housing development (e.g., location, official plan designation and zoning for subject area, status of and information regarding any other land-use planning applications/approvals).
- ✓ The applicant may also be required to submit additional supporting documentation, including but not limited to:
 - DC by-law;
 - The latest DC background study with highlights on pages where the project is listed;
 - DC background study and/or Treasurer’s Statement showing DC reserve funds for the project (if applicable);
 - The capital budget/plan with highlights on pages where the project is listed

- Awarded tender/contract (if applicable);
- Applicable official plan schedule(s) and zoning by-law map(s) with the anticipated housing development lands clearly delineated;
- Lab results;
- Advisory orders;
- Secondary plans;
- Master infrastructure plans;
- Municipal structure inspection form;
- Engineering plans;
- Design reports; and/or
- Photographs.

12. Project Maps in KML Format

The provincial government requires a detailed KML file showing exactly where each work site/asset is located. This is not a picture or PDF map of the project location, but a digital spatial representation of the project location produced by a geographic information system.

12.1 What is a KML File

This simple file type, designed specifically for the visualization of geographic data, provides an accurate and detailed representation of the project and asset locations. Using a KML allows a variety of point, polygon, and line data to be represented spatially with detail and consistency.

A KML file identifies project-specific spatial information which will help reviewers understand the nature and location of your project as well as the work that you are proposing to do.

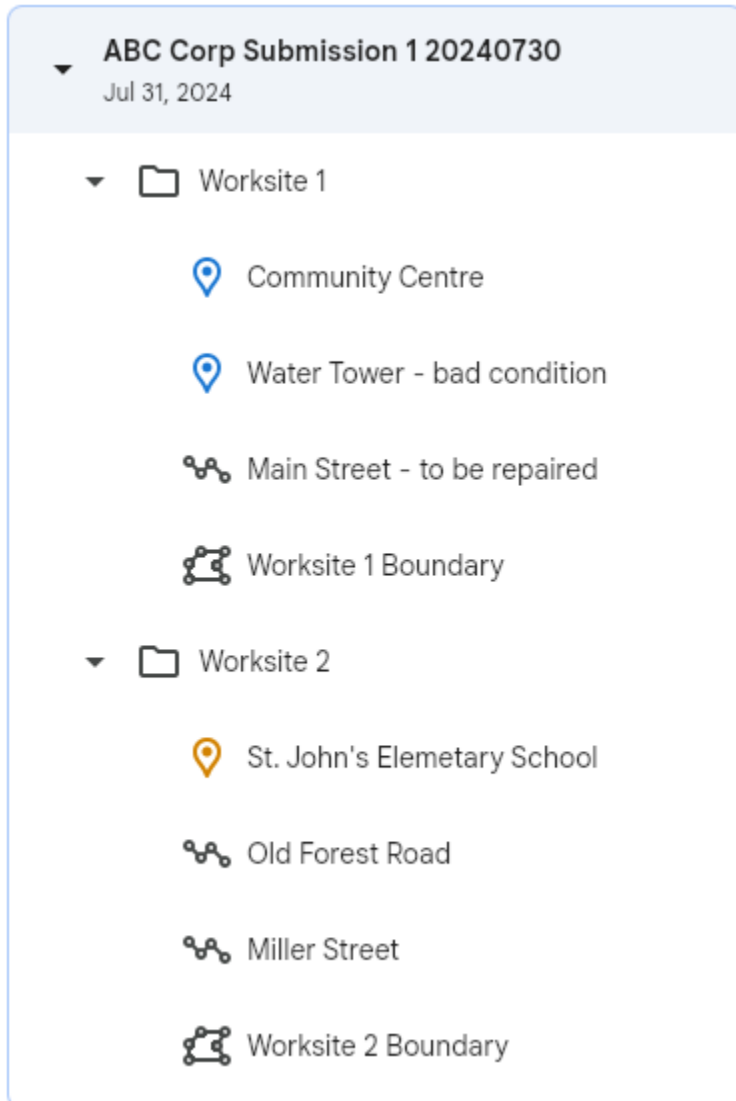
A submitted KML file must include a geometry for each element/asset of the project you are applying for.

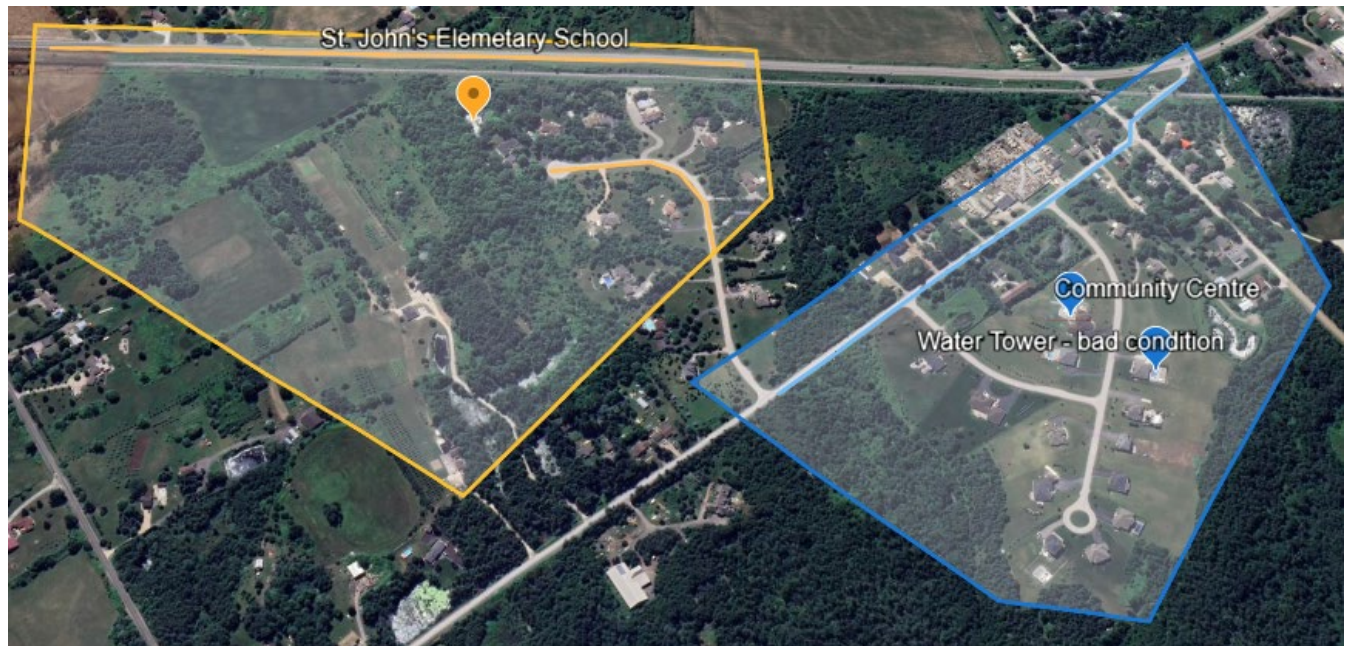
Every submitted KML file must include geometries representing the location of the asset on the ground. Geometries can be of three different types:

- Placemark (point):
Use placemarks, or points, to represent discrete points on a map (small areas). Examples include: buildings, water towers, hydro poles, bridges, etc.
- Path (line):
Use paths, or lines, to represent elongated features over larger distances such as roads, water mains, trails, rivers/streams, etc.

- Polygon:
Use polygons to represent two-dimensional shapes that cover larger areas. Examples include parks, lots and concessions, project boundaries and large water bodies such as lakes and ponds.

See the below images for an example of a nicely structured KML file in Google Earth. Note that these images are meant for general reference for KML creation and may not reflect the data the applicant is meant to capture.





12.2 KML Submission Structure

1) When creating a KML file, the naming convention of the file should include:

- Applicant name
- Name of submission
- Date of submission (yyyymmdd)

An example KML name would be: 'ABC Corp - Submission 1 - 20240730'

2) When adding geometries (placemarks, paths or polygons), each geometry should include:

- Name:
Ensure that each geometry is clearly named with the asset type and key identifying information. For example, the condition of the asset should be included in the name where applicable (and expanded upon in the description – see below). It should be clear to the reviewer what each geometry represents based on the name. Examples:
 - i. A path (line) geometry named 'Main Street – to be repaired'
 - ii. A point bridge geometry named 'Elora Bridge – good condition'
 - iii. A polygon geometry named 'Worksite 1', displaying the boundary of the proposed worksite(s) of the applicant.
- Description (Recommended):
Add a description to the geometry for any additional information that cannot be captured in the name. Every geometry can be edited and a description added.

- Images/Videos (Optional):
Attach an image or video file/URL to a geometry to provide further context to an asset.

3) When editing a KML file, use folders to categorize key information types. Note that you can further subdivide groups of geometries by adding sub folders. In general, there should be a folder for:

- Key application information:
For example, label the folder 'New infrastructure to be built'
 - i. You may add sub folders by asset type. For example, a 'Bridges' sub folder, or a 'Assets in Critical Condition' subfolder.
- Supplemental application information:
This may or may not be necessary depending on your application. This could include items like site administration centers.

The applicant may choose an alternative folder structure, as long as it clearly identifies intuitive groupings of geometries for the reviewer.

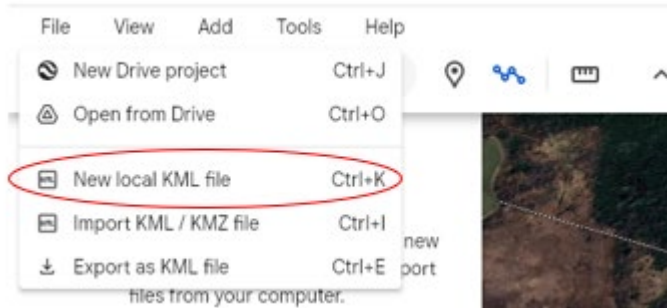
12.3 How to Create a KML File

A KML file can be created easily by anyone using Crown-Indigenous Relations and Northern Affairs Canada's (CIRNAC) publicly available Aboriginal & Treaty Rights Information System (ATRIS) web-based application or Google Earth's free web application, as well as other geographic software packages like ArcGIS or QGIS. This guide will walk you through the steps to do so using Google Earth or ATRIS.

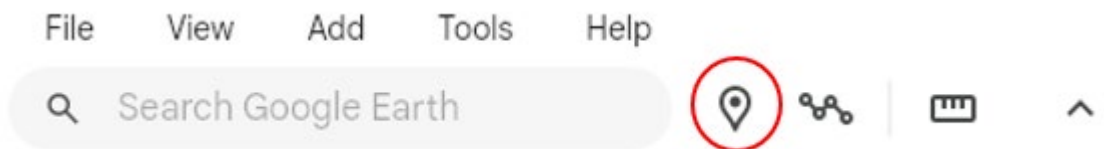
Create a KML File using Google Earth:

1. Open Google Earth.
 - Go to the [Google Earth website](#) and click 'Launch Earth'.
2. Navigate to your area of interest.
 - Use the search bar or manually navigate to the area where you want to create your KML.
3. Create a new KML.
 - In the top left of Google Earth, click 'File', then click 'New local KML file'. This will create a new KML file to add geometries in. Ensure you name the KML file following the conventions in the KML Submissions Structure section, ie. Applicant Name

followed by the date of creation ('yyyymmdd').

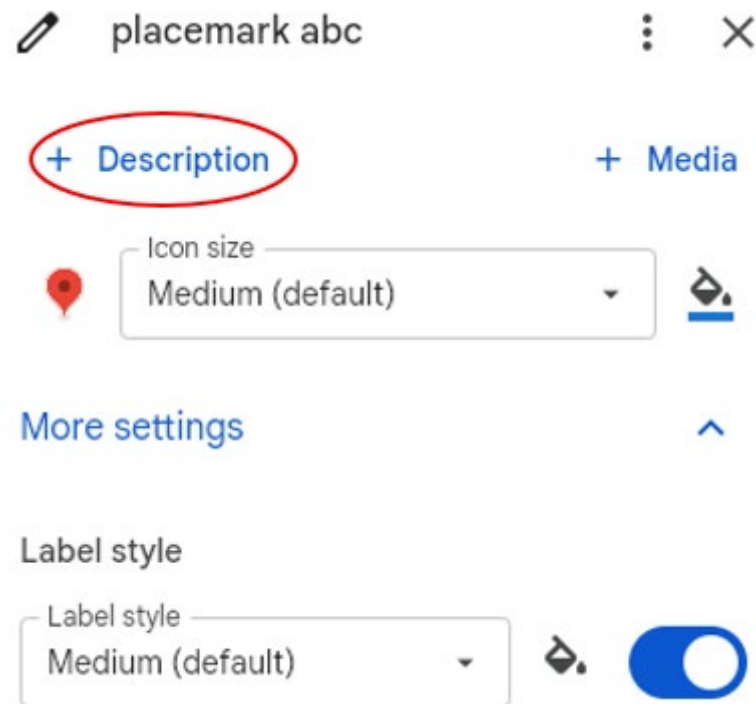


- Note that there is also an option to import existing KML's you've created 'New local KML file'.
4. Draw geometries. There are three types of geometries you can draw; placemarks, paths and polygons. Note that you can edit any geometry after it is created.
- Add Placemarks (point geometries):
 - i. Click on the Placemark button (the pushpin icon) in the toolbar.



- ii. A new placemark will appear at the center of the view. You can drag it to the exact location you want.
- iii. In the pop-up window that appears, give the placemark a name that properly identifies this feature (see KML Submission Structure section). Add a

description to provide further context to the feature.

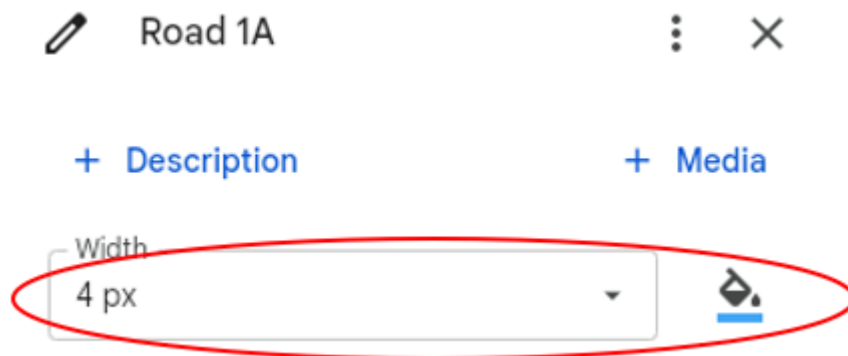


- iv. Optional: click the icon image to change the icon symbol. This helps the viewer to visually differentiate between placemarks. For example, give bridge placemarks that same symbol.
 - v. When done, click OK to save the placemark.
- Add Paths (line geometries):
 - i. Click on the Path button (the lines icon) in the toolbar.



- i. Click on the map to start drawing your path. Each click will add a point to the path.
- ii. Once you finish drawing, give the path a name that properly identifies this feature (see KML Submission Structure section). Add a description to provide further context to the feature.

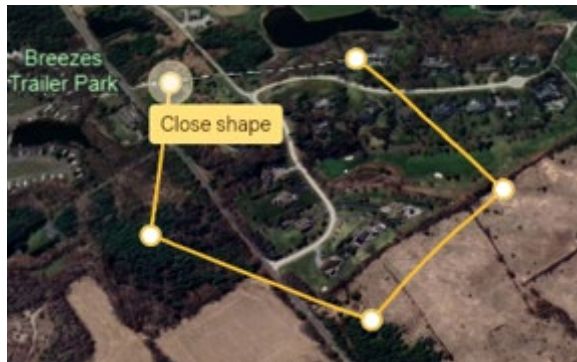
- iii. Optional: you may adjust the line width and line colour to help visually differentiate different types of lines.



- iv. Click OK to save the path.
- Add Polygons:
 - i. Click on the Path button (the lines icon) in the toolbar.

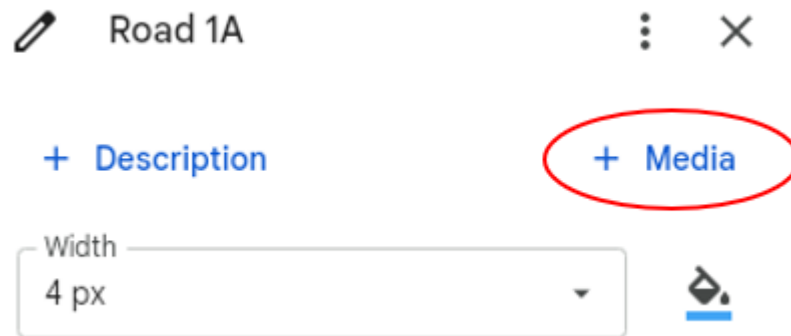


- ii. Click on the map to start drawing your polygon. Each click will add a point to the polygon. Note that this operates identically to creating a path. The only difference is, to make a polygon geometry, you must close the linework by meeting the end of the line with the start of the line. When you hover over the end of the line, you should see 'Close shape' appear. Click to close the line and create a polygon.



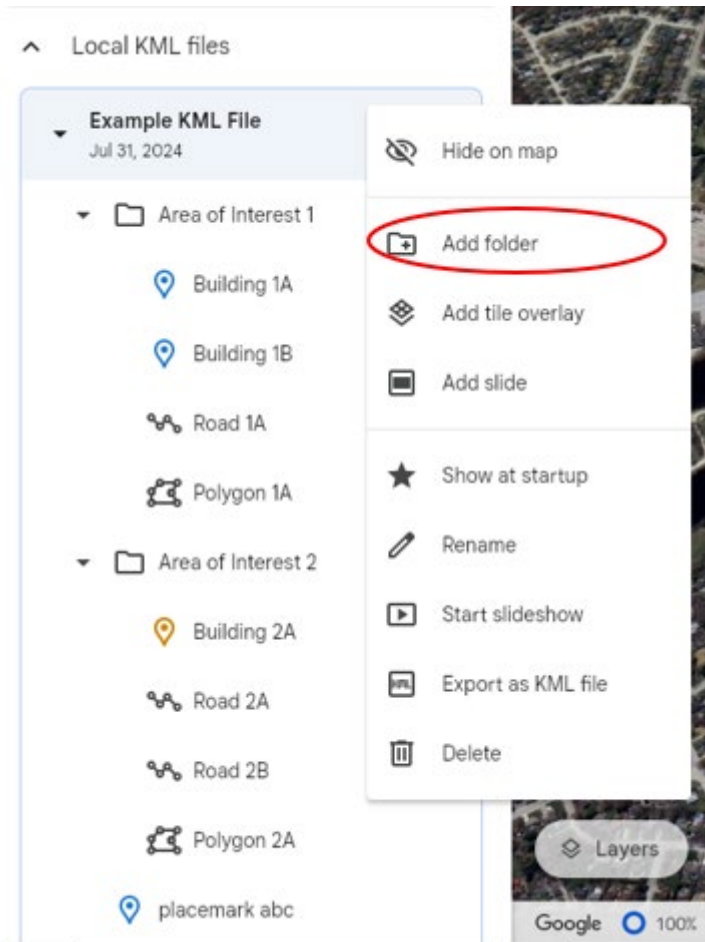
- iii. Once you finish drawing, give the polygon a name that properly identifies this feature (see KML Submission Structure section). Add a description to provide further context to the feature.
- iv. Click OK to save the polygon.

- Note on images:
Every geometry can have an image or video attached to it. It is recommended to do so to provide further context to a geometry. To attach a picture to a geometry, edit the geometry and select 'Media' then 'Upload image file'.



5. Organize your geometries by creating folders:
 - You can create folders in the KML panel to organize your placemarks, paths, and polygons. To do so, hover over the name of the KML file (in the example below, the KML file is named 'Example KML File'), select the three dots, then click 'Add

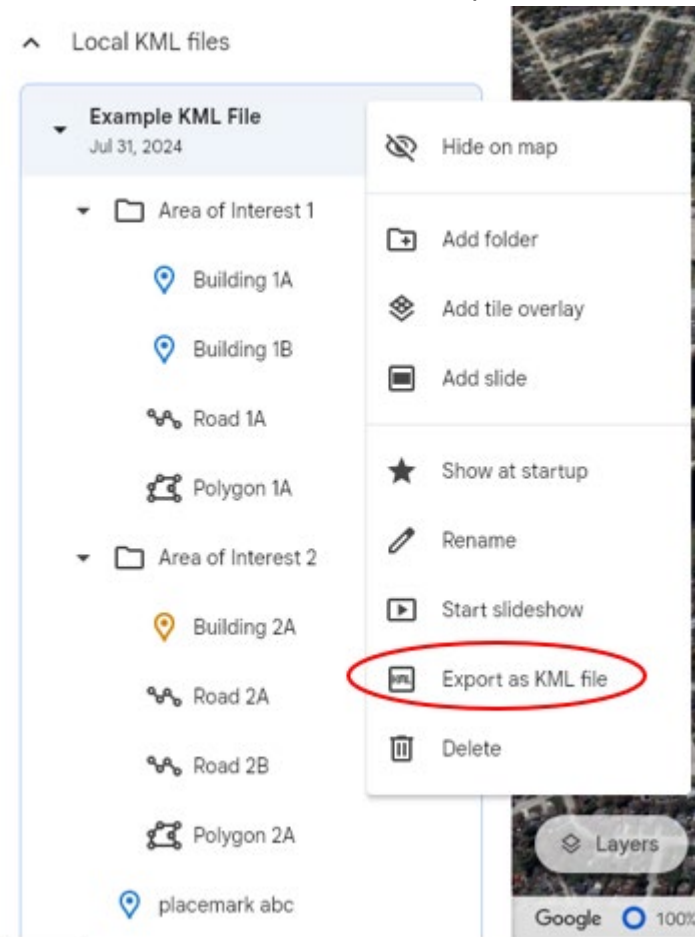
Folder’.



- Name the folder appropriately. Use intuitive names for grouping like geometries. You can also create nested sub-folders to further categorize the geometries.
- You can easily drag and drop geometries between folders.

6. Export your KML File.

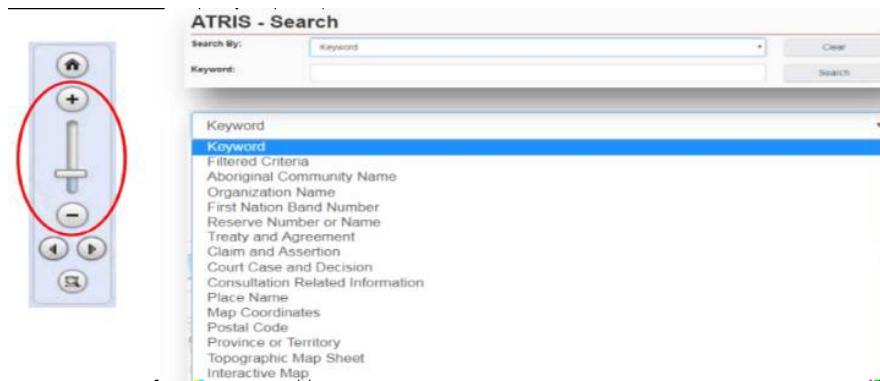
- To export your KML file to your local computer, hover over the name of the KML file, select the three dots, then click ‘Export as KML file’.



- The KML file should keep the name you gave it and will save to where your browser downloads.
- You are now ready to submit your finished KML file. If you need to, you can import the KML file back into Google Earth and make edits.

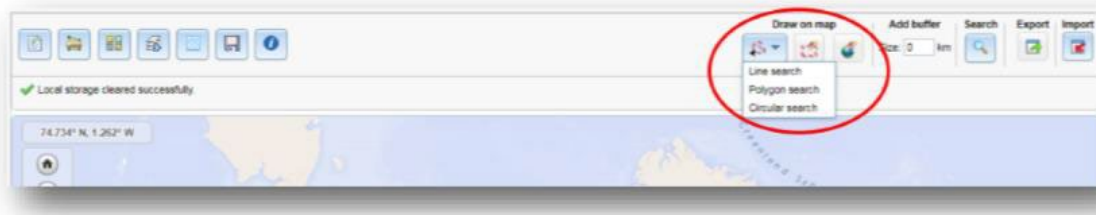
Create a KML File Using ATRIS:

1. Navigate to CIRNAC’s publicly available ATRIS web-based application using this link: http://sidait-atris.aadnc-aandc.gc.ca/atris_online/Content/Search.aspx
2. Navigate to the project location in the map viewer, either by clicking, dragging, and scrolling to zoom, or using the various search options available in the ‘Search By:’ drop down menu.



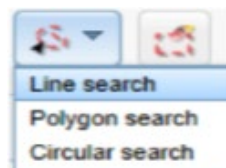
Draw your project on the map in the exact location using the “Draw on map” tools drop down located in the top right of the ATRIS interface. You may draw as many components of varying types (point*, line, polygon) as necessary to be saved as one single KML file.

*ATRIS users will not be able to create a geometry “point” in GIS terms, but the “Circular Search” option allows users to create circular polygons able to mimic points in terms of scale.

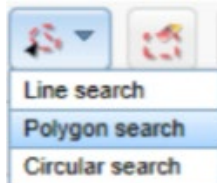


Choose the appropriate drawing tool for the type of component you are drawing:

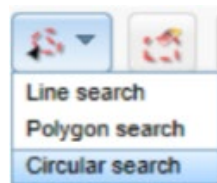
- Line search – Click as many times as necessary to create a line that represents your linear project feature. Double click to complete.



- Polygon search – Click as many times as necessary to create a closed polygon that represents the project feature. Double click to complete.



- Circular search – Click on the map to automatically create a circle. To create a smaller circle similar to a point, zoom in as close as possible on the map before clicking. Alternatively, click and drag, then release to draw a circular project feature yourself.



If at any time you wish to erase anything you've drawn, use the following two options:

- Erase by Extent: Click and drag to create a shape around what you want to delete. Anything intersecting the box will be deleted when you release.



- Global Erase: This will erase everything on the map. Click OK when prompted to clear the map viewer and start fresh.



3. Once you are satisfied with the drawn representation of your project, click the 'Export' button.



The .KML will download as 'SearchAreas.kml' (unless you have specified otherwise) to the location where your browser saves downloads. The file name can be changed to something that reflects the project name before sending it in with your application.

Once saved, the KML file is ready to be uploaded. Should you need any further assistance with ATRIS, please visit the following link to find more information about ATRIS training webinars:

[Aboriginal and Treaty Rights Information System \(rcaanc-cirnac.gc.ca\)](http://rcaanc-cirnac.gc.ca)

Development Charge Reduction Program – Frequently Asked Questions (FAQs)

June 1, 2026

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Applicant Eligibility

1. Who is eligible to apply to the program?

Eligible applicants include all three tiers of municipalities (i.e., single, upper and lower tier) in Ontario as defined under the *Municipal Act, 2001*, that levy residential development charges with a development charge by-law in place as of March 30, 2026.

For questions on the program or eligibility, please see program guidelines or email DCRP@ontario.ca.

2. Can municipalities that implemented DC relief measures prior to March 30, 2026 apply for this program?

In order to be eligible for program funding for retroactive actions, the applicable municipalities must, in their application:

- provide evidence of having reduced, or committing to continue to reduce, DC reductions of 30% to 50% across the board (i.e., for all residential development types);
- commit to maintaining the DC rate reductions for a period of three years; and
- ensure that the DC relief was provided to builders, who created new housing (i.e., had building permits issued) during the applicable three-year period.

3. How does the application process and eligibility for the program impact upper and lower-tier municipalities?

All eligible lower-tier and upper-tier municipalities that own and levy development charges (DCs) on housing-enabling infrastructure and community infrastructure are eligible to submit applications.

Definitions for lower-tier, upper-tier, and single-tier municipalities are provided in the *Municipal Act, 2001*.

4. Is an applicant allowed to submit more than one application?

Applicants may submit more than one application individually or jointly with other municipalities. Within an application, applicants are encouraged to limit the number of eligible projects to five and bundle smaller inter-related projects into larger project submissions.

However, municipal commitments to DC reductions must be consistent across all

applications (i.e., only projects may vary). For more details, please refer to Section 5.1 of the Guidelines for more details.

DC Reduction Commitment

5. What are the minimum required DC rate reductions?

Eligible applicants must provide an agreement-in-principle to reduce residential development charge (DC) rates in effect on March 30, 2026, by 30% to 50% or greater and maintain the reduction for three years as part of their application.

6. Can the development charge (DC) rate reductions apply to specific types of housing or are they required to be applied to all types of housing?

Eligible applicants would need to reduce DC rates across the board - i.e., for all residential development types in all areas of the municipality from their DC level as of March 30, 2026 and maintain that reduction for three years.

7. How should the DC rate reductions be determined in municipalities with area-specific DCs?

Eligible applicants can determine the manner in which the DC rate reduction is arrived at – i.e., reduce the DCs for certain services or reducing all services by the same percentage is a municipal choice.

8. How long should the DC rate reduction be maintained?

Eligible applicants are required to reduce DC rates by 30% to 50% or greater and maintain the reduction for three years. That means DC rate reductions would need to be applied to effective DC rates as of March 30, 2026 and maintained for a three-year period.

Eligible applicants, if successful, would need to ensure they take the necessary steps to extend the DC relief benefit to builders, who were issued a building permit for an eligible residential development on/after March 30, 2026.

Project Eligibility

9. What type of projects are eligible for funding through the program?

A project can be a new build and/or work to increase the capacity, size, scope or reach of existing infrastructure assets or systems to accommodate new growth. Projects that are for rehabilitation (i.e., extending the useful life or improving the quality, functionality or safety of an asset) and repair are considered ineligible.

Eligible projects also must be included in the applicant's most recent DC background study and capital plan.

The only exception is for municipalities that are applying to get recognition for DC relief provided prior to the March 30, 2026 announcement of the Canada-Ontario Partnership to Build. They can request funding for projects which may only be included in their capital plan.

For more details, please refer to Section 4.2 in the Project Guidelines.

10. Does the project have to be a part of the applicant's most recent development charges background study and capital plan?

Projects **must** be included in the applicant's most recent DC background study and capital plan. The infrastructure projects which are put forward by municipalities that are recognized for retroactive reductions could be in their capital plan but not in their DC background study.

The only exception is for municipalities that are applying to get recognition for DC relief provided prior to the March 30, 2026 announcement of the Canada-Ontario Partnership to Build. They can request funding for projects which may only be included in the capital plan.

11. Which asset types are eligible for the program?

The following asset types will be eligible for the program:

- **Potable water assets** (e.g., treatment plants, reservoirs, local pipes including the distribution system watermain and the recipient's portion of service lines, pump stations).
- **Wastewater assets** (e.g., pump stations, lift station, treatment plants, storage tanks and collection systems).
- **Stormwater assets** (e.g., management facilities, linear assets including conveyance piping/ditches/culverts).
- **Fixed transportation assets** (e.g. roads, bridges, tunnels, maintenance and storage facilities, public transit assets).
- **Transportation rolling stock** (e.g., heavy railcars [subway], commuter railcars, light railcars, streetcars, specialized transit, public transit buses)
- **Public safety and emergency services assets** (e.g. fire stations, pumpers and aerials, police detachments, and paramedic stations).
- **Community infrastructure assets** (e.g. sports and recreation centres, parks, cultural centres, libraries and community centres).

12. Are there minimum project contribution requirements to be eligible for the program?

Eligible applicants are required to contribute a minimum of 10 per cent towards their eligible project(s) costs. Projects with higher municipal contributions would be eligible for higher amount of funding from the program.

Eligible applicants can combine funding from other provincial and federal programs towards the proposed project(s) costs:

- subject to any existing conditions in previous agreements; and
- as long as the funding is not from housing-enabling infrastructure programs.

In addition, any combined (i.e., stacked) federal and provincial funding cannot count towards their municipal contribution.

Please note that, this program does not supersede previous intergovernmental funding agreements and eligible applicants would need to negotiate TPA changes with other signatory ministries as required.

13. What type of project costs are eligible for the program?

Eligible project costs are those incurred for, and directly related to, specific project costs, which include:

- Land acquisition costs for the provincial share of funds only
- Hard costs (e.g., costs related to construction, labour, building materials, and equipment).
- Costs related to the duty to consult (DTC) and Environmental Assessment (EA) that incurred after February 2026, 2026.

Other project costs (e.g., soft costs, overhead costs, taxes, etc.) are considered ineligible. However, soft costs, including those related to design, engineering, legal fees, permitting and insurance, would be counted as municipal contribution for assessment purposes only.

For more details, please refer to Sections 6.1, 7.4 and 7.5 in the Project Guidelines.

14. Does an applicant have to demonstrate shovel-readiness of their projects? What is the definition shovel-readiness?

Yes, eligible projects that are shovel-ready at the time of application will be prioritized based on their state of shovel-readiness. Projects are required to start construction no later than July 31, 2030 and be completed by October 31, 2035.

Eligible applicants will be required to provide evidence that demonstrates the project being

shove-ready (e.g., KML project map, awarded tender/contract etc.).

Shovel-readiness indicators considered include the extent to which the following requirements have been completed:

- Environmental Assessment, as applicable
- Land acquisition
- Conceptual engineering
- Detailed engineering
- Planning and design
- Tender/contract awarded but construction has not started

In addition, availability of dedicated DC reserves towards the project will be considered in determining the shovel-readiness of the project.

15. Does the land need to be acquired before an application is submitted? Is land acquisition an eligible expense under the program?

Priority will be given to those projects that are shovel ready. Projects that have completed land acquisition are considered more shovel-ready than those that have not.

Land acquisition costs are eligible for the provincial share of the DCRP funds only.

16. Do all the necessary Environmental Assessment studies need to be completed to be eligible for this funding? If they are not completed does this make a project ineligible?

It is not necessary to have all of the Environmental Assessment (EA) studies completed. However, priority will be given to those projects that are considered shovel-ready (i.e., construction will commence prior to July 31, 2030) and completion of EA activities is considered a positive indicator of shovel-readiness.

Project costs related to the EA that are incurred after February 26, 2026 will be eligible for program funding consideration.

Projects may not begin construction until applicable EA requirements are met.

17. Does the design and planning phase need to be complete in order for a project to be eligible? What if we have a completed feasibility study, but require funding for design and construction?

Planning and design do not have to be complete at the time of application. However, priority will be given to those projects that are considered shovel-ready and completion of planning

and design activities is considered a positive indicator of shovel-readiness.

Funding under the DCRP will not be provided for planning and design among other soft costs. These costs can be considered to be part of the municipal contribution for assessment purposes only.

18. Will projects that have been tendered/awarded but not actually started yet be eligible? Can we tender before funding is awarded?

Projects eligible for funding can be tendered and awarded but cannot start construction until a Transfer Payment Agreement (TPA) is fully executed.

19. Can a project submission include eligible costs from a combination of assets such as water (e.g., distribution system), transportation (e.g., roads) and wastewater (e.g., pipes). For projects where more than one eligible asset type is included, where can information on the other asset(s) included in the project be submitted?

Applicants must select only one primary asset type per project.

20. If a submitted project scope forms part of a larger construction project, which is tendered prior to notification of receipt of funding, but commencement of funding-related construction is delayed until after notice of successful application is received, is the project still eligible for funding?

Projects can be stand-alone or a component of a larger project.

Tendering for the component of a larger project may occur prior to provincial and federal approval. However, should your project be approved, contract award documentation will need to be provided showing the construction dollar amount and activities for the specific DCRP project.

Funding-related construction must not start prior to project approval and duty to consult requirements being met and communicated by the Province.

However, the eligible funding will flow to eligible municipalities over the next ten years once an annual report is submitted to the government demonstrating that required milestones, as set out in the TPA, have been met and the DC rate reduction will be maintained for three years.

Project Conditions

21. Can a single project include multiple tenders for phased work within a continuous area?

One single project may include multiple tenders. However, tenders may be awarded but construction cannot have started until a Transfer Payment Agreement is fully executed.

22. What kind of documents, engineering studies or plans show a good level of project readiness?

Documentation to demonstrate project readiness would vary depending on the project type.

Project readiness will be assessed based on engineering/geoscience studies (depending on project) that identifies the scope of the issue and the overall impact of the completion of the project (including project planning and engineering status/completed, environmental assessment or Master Plan status, requisite approvals/permits acquired, etc.)

Applicants should identify, among others, the state of completion of their engineering studies (conceptual, basic, and detailed engineering), and the status of their environmental assessment, where applicable.

Key Dates

23. What is the application intake period and how can applications be submitted?

Application intake opens at **9:00 a.m. ET on June 1, 2026**.

Municipal applicants will have until **June 19, 2026, at 10 a.m. ET** to submit their applications.

Applications must be submitted through the [Transfer Payment Ontario \(TPON\)](#) page where applicants can access the application form, the program guidelines document, and can upload supporting documents.

24. What are the eligible start and end dates for projects?

Projects must start no later than **July 31, 2030**, and must be completed **no later than October 31, 2035**. The project start could include pre-construction work (i.e., design, planning, engineering, project management, etc.) or construction (i.e., shovels in the ground). However, construction must not start until the following requirements have been met:

1. the province has approved the project and a Transfer Payment Agreement has been signed, and
2. the successful applicant has received confirmation in writing from the province that duty to consult requirements have been met.

25. What is the duration of the program?

The program will support projects over ten years. Successful applicants will have until October 31, 2035, to complete their project(s).

Assessment Process

26. How will applications be evaluated?

Applications that are complete and include all supporting documentation will undergo a comprehensive evaluation. Applications will be initially evaluated on application completeness, eligibility and meeting program outcomes.

Once an applicant has met program requirements, applications will be assessed on their merits within the context of the overall demand of funds in the program.

Assessment criteria will largely focus on level of DC rate reduction, the housing impact and the municipal contribution to the project.

Projects that are shovel ready and housing-enabling would be prioritized for funding.

27. How will DC reductions be considered in the assessment of applications?

Applications would be assessed on the depth of their committed DC rate reductions and in particular, DC rate reductions beyond the minimum required would be eligible for higher program funding.

28. How will the housing impact be considered in the assessment of applications?

Assessment related to housing impact will consider the level of DC relief provided to homebuilders as projected by municipalities.

However, the number and types of housing enabled by the projects submitted would be considered in the prioritization of projects.

29. Are applicants providing more than the minimum 10% contribution towards eligible project costs scored higher?

Applications that provide for a higher municipal infrastructure eligible project cost contribution (i.e., more than 10%) would receive greater consideration in the amount of funding received under the DCRP. Please note that while soft costs are considered ineligible project costs, they can be counted towards the municipal contribution amount for assessment purposes.

30. Where can applicants submit additional information (e.g., supporting documents)?

Supporting documentation that is required to support your application must be uploaded to TPON. For a list of supporting documentation that may be applicable as part of an application, please see Section 11 of the Program Guidelines.

31. How will applicants with limited internet access and/or barriers to access to TPON be accommodated?

If you experience issues with accessing TPON, applicants can email DCRP@Ontario.ca for additional support. However, applications are expected to be submitted through TPON.

32. What types of maps must be submitted with the application?

Please include a project map clearly identifying all components in the project description in KML format (please refer to Program Guidelines - Section 12 “Maps in KML Format” for instructions). Applicants may also submit a copy of the applicable official plan or housing plan for housing units being maintained/protected by the project.

33. Will the Asset Management Plan be used for assessment?

For the project to be eligible, it is required to be incorporated in the municipality’s asset management plan by its next update, including the lifecycle management activities and financial management plan.

Financial Matters

34. What is the maximum funding available per project?

The maximum funding for municipal projects depends on the number of applicants to the program and the merits of each application.

The province and the federal governments will fund a maximum of 90% of eligible project costs with the recipient required to fund all remaining project costs.

Table 1. Example: Funding for One Recipient.

Value of Project	Provincial Contribution (90% maximum)	Recipient Contribution (10% minimum)
\$5 million	\$4.5 million (90%)	\$.5 million (10%)
\$48 million	\$38.4 million (80%)	\$9.6 million (20%)

35. What other types of funding (i.e., stacking) are allowed for the program?

Eligible applicants may not combine (i.e., stack) other federal and provincial funding towards their municipal contribution.

In addition, funding from other housing-enabling infrastructure programs cannot be used to fund eligible projects under this program.

36. Can the province advise on how to source the 10% minimum applicant contribution?

The Ministry cannot provide specific advice on how applicants should fund their contribution.

Applications would be assessed on the amount of municipal contribution for each eligible project. While the minimum required municipal contribution is 10% towards eligible project costs, applications that provide for more municipal contributions for each eligible project would be eligible for higher program funding.

Duty to Consult Requirements

37. Will a duty to consult (DTC) review be required?

Yes. Projects may only begin capital work (e.g., physical construction, removal of vegetation or site preparation), provided that funding approval has been received from the province **and** it has been confirmed in writing that duty to consult (DTC) requirements have been met.

Projects that proceed with construction or site preparation **prior to program approval** or receiving written confirmation from the province that DTC requirements have been met will not be eligible for funding.

Projects must start no later than July 31, 2030 and complete construction by October 31, 2035.

38. What is the duty to consult (DTC) review process?

The Crown may have a Duty to Consult (DTC) and, where appropriate, accommodate Indigenous communities (e.g., First Nation, Inuit and Métis peoples) if an activity is contemplated that may adversely impact an Aboriginal or treaty rights.

Where the duty to consult Indigenous communities is triggered, the municipal applicant must confirm that Indigenous consultation has been undertaken. The municipality will be notified if the duty to consult has been met or if further consultation needs to be undertaken. If duty to consult has not been met at the time of the application being submitted to the Province, the municipal applicant must undertake to meet the duty to consult prior to undertaking site preparation or construction. The municipality may be required to provide a complete

consultation record or any accommodation measures adopted in response to consultation with communities.

Contact Information

39. What is the contact information to ask questions for DCRP?

For program-related inquiries, the Development Charge Reduction Program team can be reached by email at DCRP@ontario.ca. For inquiries related to the TPON system, please contact TPON at TPONCC@ontario.ca.

Staff Report to Committee of the Whole of the Town of Perth



Date Presented: June 9, 2026
From: Amanda Noël, Director of Legislative Services/Clerk
Subject: Cunningham, Swan, Carty, Little & Bonham LLP - Integrity Commissioner Services - Annual Report - 2025
Report Number: 2026- COW-11.7

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Recommendation:

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the correspondence from Tony E. Fleming, Cunningham, Swan, Carty, Little & Bonham LLP regarding the Integrity Commissioner Services Annual Report for 2025, as presented in Report 2026-COW-11.7.

Executive Summary:

To inform of the Integrity Commissioner services received by the Town of Perth for the year 2025.

Strategic Plan:

Transparency: We are committed to sharing business functions and operating decisions with our citizens, partners, and investors. We will seek opportunities to communicate matters related to our community.

Greenhouse Gas Reduction Plan 2016-2030:

N/A

Background/Discussion:

Cunningham, Swan, Carty, Bonham & Little LLP was appointed as the Integrity Commissioner for the Town of Perth in 2018 with a 5-year extension of the agreement passed by Council in early 2023. The attached report provides a summary of the services provided by the Integrity Commissioner to the Town in 2025. The report also provides information related to Strong Mayor Powers, the dual role of Integrity Commissioner and Municipal Solicitor, and proposed changes to the *Municipal Act* related to the Integrity Commissioner regime.

Options:

Option 1: Recommended

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the correspondence from Tony E. Fleming, Cunningham, Swan, Carty, Little & Bonham LLP regarding the Integrity Commissioner Services Annual Report for 2025, as presented in Report 2026-COW-11.7.

Option 2: Not Recommended

Do not receive the annual Integrity Commissioner report for 2025.

Financial Considerations:

The costs associated with complaints received was \$130. There were no costs associated with requests for advice.

Applicable Policy/Legislation:

- The Municipal Act, 2001
- The Municipal Conflict of Interest Act
- Council Code of Conduct

Others Consulted:

N/A

Attachments:

[Integrity Commissioner Annual Report Perth- 2025](#)

Respectfully submitted,

Amanda Noël, Director of Legislative Services/Clerk

Approved by,

Michael Touw, CAO



Tony E. Fleming
Direct Line: 613.546.8096
E-mail: t Fleming@cswan.com

March 18, 2026

BY E-MAIL: cao@perth.ca

Town of Perth
80 Gore Street East
Perth, Ontario
K7H 1H9

Dear Mayor and Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2025
Our File No. 24539-2**

This report summarizes the services provided by the Integrity Commissioner to the Town of Perth in 2025, in accordance with section 223.6 (1) of the *Act*. The purpose of this report is to highlight the mandate of the Integrity Commissioner and to inform Council and the public about changes to the Act that affect the process of the Integrity Commissioner and subsequently, Councils and Local Boards.

Role of the Integrity Commissioner

The Act mandates that the Integrity Commissioner is responsible for providing the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* (“MCIA”) to members of council and of local boards.

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TEL: 613-544-0211
FAX: 613-542-9814
EMAIL: [INFO@CSWAN.COM](mailto:info@cswan.com)
WEB: WWW.CSWAN.COM

4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the MCIA.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the MCIA.¹

Integrity Commissioner Activity

If Council requires ongoing training under the Code of Conduct and the MCIA, Mr. Fleming is available upon request. Individual members may request advice from the Integrity Commissioner at any time. Council or members may contact Mr. Fleming in the following ways:

- 1) Council may pose a question to the Integrity Commissioner in writing regarding the broad obligations of all members (not specific to any one member);
- 2) Individual members may request advice in writing from the Integrity Commissioner in accordance with the Act.

Requests for Advice

We received no requests for advice in 2025 under the Code of Conduct, relating to potential conflicts of interests either general or under the *Municipal Conflict of Interest Act*.

We continue to encourage members of Council and Local Boards for the Town of Perth to contact us in writing should they find themselves unsure of their obligations under the Code or the *Municipal Conflict of Interest Act*. If a member requests and follows our advice, that advice may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

¹ *Municipal Act*, section 223.3(1).

Complaints/Applications for Inquiry

There was one complaint submitted to the Town of Perth in 2025.

There were no reports submitted to Council, the complaint was dismissed. The reason for dismissing a complaint varies, but can include complaints that are not within the jurisdiction of the Integrity Commissioner, or that despite being within the Integrity Commissioner's jurisdiction, allegations that do not amount to a breach after undertaking a preliminary review of the facts.

With respect to the advice and investigations:

1. Costs associated with Advice provided was \$0.00; and
2. Costs associated with Complaints was \$130.00

Strong Mayor Powers

In 2025, a number of municipalities started to navigate the complexities of strong mayor powers. The latest round of legislation broadened the list of municipalities subject to strong mayor powers and we saw first-hand the law of unintended consequences from some of our clients. We thought it would be helpful to share some lessons learned to assist council and staff to better understand the limits of these powers.

Provincial Priorities

A number of strong mayor powers can only be exercised if they advance a Provincial Priority. O. Reg 580/22 has only created two provincial Priorities at present: building additional housing and creating infrastructure to support this new housing.

Strong mayors may not add matters or by-laws to agendas on topics other than those that advance a provincial priority. The decision as to what will advance a Provincial Priority is left to the opinion of the strong mayor, but this does not mean that simply saying something might advance a Provincial Priority invests the mayor with unlimited powers. The matter being proposed must still reasonably relate to supporting a Priority.

Direction to Staff

A strong mayor may direct staff, but only for matters where a strong mayor power exists. For example, if a strong mayor wants to bring forward a by-law to advance a housing development, staff can be directed to prepare a report and a draft by-law and put that matter on an agenda. Staff can also be directed to implement a re-organization of internal departments or prepare the mayor's budget.

The strong mayor powers do not assign mayors any general administrative powers over the municipality or any operational authority.

Dealing with Uncertainty

What strong mayor powers have done in some cases we have been involved with is create uncertainty. Staff and Council must now (in some cases) deal with a strong mayor who issues a written directive that may be outside of their authority as a strong mayor.

The language of the Act gives strong mayors considerable leeway in how they determine what may advance a Provincial Priority. However, where staff or Council believe that the mayor has exceeded their authority, the municipality is in a difficult position. In our opinion, it is unreasonable to expect that a municipality will simply agree with every direction if the direction appears on its face to be outside the strong mayor powers. In those situations, we recommend that municipalities obtain legal advice as to the validity of the direction, and act accordingly. This may mean that a municipal Council decides to ignore a strong mayor's direction; but it is preferable to following an otherwise illegal direction and exposing the municipality to legal action from aggrieved parties.

Integrity Commissioner and Municipal Solicitor

2025 also saw a few of our clients receive letters from the Ontario Ombudsman that were critical of our firm's dual role of Integrity Commissioner and municipal solicitor (for municipalities where we hold both roles). While this circumstance represents less than a quarter of our clients for whom we act as Integrity Commissioner, it is an interesting analysis of conflict of interest that may be of interest to all.

The Ombudsman published a "Best Practices Guide" for Codes of Conduct and Integrity Commissioners for municipalities in 2024. The Guide states:

An integrity commissioner's independence, both real and perceived, from the council, local boards and municipal staff should be maintained to the greatest degree possible. Integrity commissioners should be prevented from taking on other roles or responsibilities for the municipality during the time they serve as commissioner, including acting as legal counsel, municipal clerk, workplace harassment investigator or policy advisor.

This is not the law; it is not found in legislation and is simply a recommendation from the Ombudsman.

We agree that fulfilling both municipal solicitor and Integrity Commissioner roles has the potential for conflicts of interest. We assess the potential for conflicts with every new complaint and decline to act where actual conflicts exist (where we have provided legal advice in advance of receiving a complaint where that advice is relevant to the complaint).

We disagree that fulfilling both roles creates a general conflict that disqualifies a municipal solicitor from also being that municipality's Integrity Commissioner.

We come to this conclusion based on a principled assessment of the nature of conflict. As both solicitor and Integrity Commissioner our client is the same – the municipal corporation. Our client is neither Council, staff nor any individual council member. Only a majority of Council can retain our firm, instruct our firm or delegate its authority to retain or instruct. Therefore, investigating an individual member of Council is not a conflict as no individual member of Council is our client (as solicitor or Integrity Commissioner).

If the Ombudsman were correct, every Integrity Commissioner in Ontario has a conflict – as they are all retained by Council and their role is to investigate individual members of Council. This is not a conflict, provided that your Integrity Commissioner has integrity and fearlessly investigates members of Council regardless of the fact that their retainer exists at the pleasure of Council. We take this role seriously and expect that Council will respect our independence and impartiality.

Closing Remarks

As Council is no doubt aware, the government continues to propose changes to the *Municipal Act* to change the Integrity Commissioner regime. We are not aware of when the changes are expected.

One of the changes that would impact elected officials most is the proposal to impose a province-wide code of conduct. No details are yet available, but we encourage all municipalities to participate in consultation on any amendments that might be implemented so that you have some input when this occurs.

The amendments will also create an Ontario Integrity Commissioner whose role would be to provide advice to municipalities about removing a member from council in certain circumstances.

The ability to remove a member from council is the other significant change that members of Council should be aware of. The amendment would establish rules to allow the new Ontario Integrity Commissioner to recommend to Council that it remove a member if they meet four criteria:

1. The member must contravene the Code;
2. The contravention must be of a serious nature;
3. The conduct resulted in harm to health, safety or well-being of persons; and
4. Existing penalties are insufficient to address the contravention or ensure that it is not repeated.

We thank the Town of Perth for the opportunity to act as its Integrity Commissioner. We remind members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a member's obligations. We note that this service

provides members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the member.

Members are held to the highest standards of office in their elected positions, and we thank members for their continued attention to the ethical obligations expected of them.

Please contact us with any follow-up questions.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation
TEF:sw

CAO's Update

June 09, 2026



Highlights

- New and ongoing human resources – approx. 25% of time this month.
- Ongoing labour relations topics
- Several large IT infrastructure projects underway.
- Working with Directors on a variety of projects, concerns, issues.
- Staff and Council tour of lagoon and gathering



Highlights

- ES Shop Meetings, including on site, and tours with Council members
- Meetings with Mayor, and several members of Council on a variety of topics
- Meetings with developers, local entrepreneurs, manufacturing
- Attended OMAA/Civic Ontario workshop, met with CAOs from across Ontario
- Hosted Perth tent/booth at FireDawgs golf tournament to engage with community



Economic Development

- Working with an industry on potential industrial park expansion.
- Various initiatives underway related to Algonquin College property and nearby historic district
- Frequent meetings with lobbying firm, government officials related to two above projects
- Preparing background work for sale of White House property



Development Services Department Updates

June 2026

Joanna Bowes, Director
June 2026



Planning Department Update

- Perthmore Subdivision Agreement signed and approval followed by registration is now at County of Lanark.
- Public Meeting for Caivan scheduled for **June 11, 2026**
- **Ontario Land Tribunal One Day session set for August 6, 2026. Participants are urged to have their updated comments to OLT.**
- Meeting with the BIA occurred May 27, 2026. Chamber of Commerce scheduled for June 24, 2026.
- Town of Perth Zoning By-law to go for final approval **June 23, 2026**

Priorities 2026- Planning

1. Public Meeting for Caivan, quarter 2 NEARLY COMPLETE
2. Zoning By-law Update, quarter 1 and 2 NEARLY COMPLETE

Building Update

1. Adjustment of fees, current fees are to be reviewed for consistency against adjacent municipalities.
2. Have added a Senior Building Official 1 day a week to help with challenging files.
3. Review/inspections on infill projects.
4. Perthmore Subdivision inspections.

June
Update

Perth Fire Services



Fire Response

MAY 2026 CALLS FOR SERVICE

5 Calls for service

1 Fire Alarm Activation

1 Miscellaneous Fire

1 CO Incident

2 Motor Vehicle Collisions

Prevention

MAY 2026 FIRE PREVENTION ACTIVITIES

42 Prevention Activities

1 Inspection at Owners request

1 Inspection from complaint

1 Refreshment Vehicle Inquiry

1 Fireworks Inquiry

1 File Search

1 Fire Safety Plan Review

4 Biennial Inspections

4 Re-Inspections

6 Campfire Inspections

22 Smoke/CO Alarm Check/Installs





2026 Smoke & CO Alarm Blitz

May 6: Perth Fire Services conducted door-to-door outreach at 354 homes in the Town of Perth

Focused on engaging residents in fire safety conversations

Priority: ensuring homes have working smoke and carbon monoxide alarms



Activities

MAY 2026 COMMUNITY EVENTS AND
EDUCATION

6-Community Events &
Education

1-McHappy Day

1-Radio Interview

4-Fire Extinguisher Training
Group Sessions

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Sheppard Avenue

MAY 2026 TARGETED MAIL RESPONSE

- 5 of 50 residences responded requesting assistance (10%) following April notices on upcoming smoke and CO alarm end of life.
- Homes were contacted for follow up, inspections were completed and new alarms were installed where needed.



Animal Control Services

MAY 2026 ANIMAL CONTROL

4 Calls for Service

1 Dog at large and feces not picked up

1 welfare call

1 Call dog concern call

1 Call about a porcupine



Animal Control Services

MAY 2026 PARK PATROLS AT
LAST DUEL, STEWART PARK, AND CONLON PARK

3 Patrols

No issues reported



Environmental Services Department Updates

June CoW package

Grant Machan- Director
09 June 2026



General Operations

General Overview



- Grass Cutting crew- reactivated
- Street sweeping
- Robinson St reconstruction commenced
- Transportation Master Plan commenced
- Wastewater Treatment construction- commenced
- Wastewater Facility Tour for all staff



Future Operations

Items Include

- Water Treatment Plant Filter maintenance-GAC replacement
- Valve replacements at Water Plant
- Infrastructure Master Plan RFP awarded
- ES Shop design and alternate site review
- Review and assignment of 2026 capital projects
- Generator installations w Enbridge Gas



Legislative Services Update

Committee of the Whole – June 9, 2026

Legislative Services Update | June 9, 2026



Legislative Services Department

CURRENT INITIATIVES – May 2026

Clerk's Office:

- Burial Permits/Death Registrations 24
- Commissioner of Oaths 11
- Marriage Licenses 9
- Lottery Licences Issued 7
- Municipal Freedom of Information Requests: 2 are being processed
- Election preparation

Legislative Services Update

CURRENT INITIATIVES – May 2026

By-law Enforcement Complaints:

- Zoning By-Law: 3 are ongoing
- Yard Maintenance: 7 were received, 2 were closed, and 5 are ongoing
- Property Standards: 1 was received and 8 are ongoing

Parking:

- Parking Tickets: 264 tickets were issued, 6 Court Requested Convictions were forwarded to POA and 57 Notice of Impending Convictions were sent.
- Temporary Permits: 205 permits were sold

Legislative Services Update

CURRENT INITIATIVES – April 2026

Provincial Offences Court Administration:

- There were 566 charges received and entered
- Number of court days held: 2
- Fine revenue received from convictions: \$51,385.51

Legislative Services Update

FUTURE INITIATIVES

- 2026 Election

By-law Reviews and Updates:

- Committee of Adjustment and Property Standards Committee TOR
- Administrative Monetary Penalty System (AMPS)