



**Township of Southgate  
Public Planning Meeting Agenda**

**October 23, 2024**

**1:00 PM**

**Electronic Participation**

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	<b>Pages</b>
<b>1. Call to Order</b>	
<b>2. Public Meeting</b>	
<b>2.1 C22-24 - 2749513 Ontario Limited - Elias Martin, Pt Lot 205-206 Con 2 SWTSR Proton Being Part 1, Plan 16R11962, Geographic Township of Proton, Township of Southgate</b>	
<b>2.1.1 Background</b>	
<p>The <b>Purpose</b> of the rezoning is to allow a 750 square metre on farm diversified use (metal works) on-site including the workshop and power room plus up to 500 square metres enclosed storage. The estimated rezoned area for the on farm diversified use is 4,832 square metres. A small barn in the proposed zoned area will be replaced with a larger horse barn/shed outside the proposed zoned area.</p> <p>The <b>Effect</b> of the proposal is to rezone about 4,832 square metres of the subject lands to permit a 750 square metre workshop and power room as an on farm diversified use secondary to existing farm cluster on-site.</p>	
<b>2.1.2 Application and Notice of Public Meeting</b>	5 - 22
Click <a href="#">here</a> for the link to the application documents on the Township website.	
<b>2.1.3 Comments Received from Agencies and the Public</b>	23 - 32
<b>2.1.4 Questions from Council</b>	
<b>2.1.5 Applicant or Agent</b>	
<b>2.1.6 Members of the Public to Speak</b>	

2.1.7	<b>Further Questions from Council</b>	
2.2	<b>C26-24 - Manassa S Martin, Con 4 SWTSR Lot 234 to 235, Geographic Township of Proton, Township of Southgate</b>	
2.2.1	<b>Background</b>	
	<p>The <b>Purpose</b> of the rezoning is to allow a 750 square metre on farm diversified use on-site including the workshop and power room plus 500 square metres outdoor storage. The estimated 6,744 square metre rezoned area for the on farm diversified use would partially encroach into the Environmental Protection Zone boundary but is proposed outside the screening area identified in Saugeen Valley Conservation Authority Mapping. A new farmhouse is proposed to replace the existing house.</p> <p>The <b>Effect</b> of the proposal is to rezone about 6,744 square metres of the subject lands to permit a 750 square metre workshop and power room as an on farm diversified use secondary to a proposed new farmhouse and barns on-site.</p>	
2.2.2	<b>Application and Notice of Public Meeting</b>	33 - 49
	Click <a href="#">here</a> for the link to the application documents on the Township website.	
2.2.3	<b>Comments Received from Agencies and the Public</b>	50 - 59
2.2.4	<b>Questions from Council</b>	
2.2.5	<b>Applicant or Agent</b>	
2.2.6	<b>Members of the Public to Speak</b>	
2.2.7	<b>Further Questions from Council</b>	
2.3	<b>C9-24 - Township Additional Residential Units, Entire Township of Southgate</b>	

### **2.3.1 Background**

**The Purpose** of the Zoning By-law amendment is that the Township Zoning By-law currently allows a secondary unit and an accessory apartment in certain locations but needs to be amended to comply with changes to the Planning Act and to be consistent new Provincial Planning policies.

**The Effect** of Zoning By-law amendment will be to allow additional residential units in accordance with Provincial Law and Legislation on applicable residential properties with municipal water and sanitary sewer services, agricultural properties where a single detached dwelling is permitted, and on lots zoned Residential Type 6 on private well and septic under certain conditions.

### **2.3.2 Application and Notice of Public Meeting**

60 - 72

Click [here](#) for the link to the application documents on the Township website.

### **2.3.3 Comments Received from Agencies and the Public**

73 - 84

### **2.3.4 Questions from Council**

### **2.3.5 Applicant or Agent**

### **2.3.6 Members or the Public to Speak**

### **2.3.7 Further Questions from Council**

## **2.4 OPA2-24 - Township Delegate Authority, Entire Township of Southgate**

### **2.4.1 Background**

**The Purpose and Effect** of the the proposed Official Plan amendment would provide policy to allow Council, via the appropriate Delegation By-law, to delegate certain decisions for planning applications or relevant agreements to Staff to speed up decision making. Staff would be enabled to make decisions and enter into agreements associated with certain applications (like subdivision or development agreements).

<b>2.4.2</b>	<b>Application and Notice of Public Meeting</b>	<b>85 - 97</b>
	Click <a href="#">here</a> for the link to the application documents on the Township website.	
<b>2.4.3</b>	<b>Comments Received from Agencies and the Public</b>	<b>98 - 103</b>
<b>2.4.4</b>	<b>Questions from Council</b>	
<b>2.4.5</b>	<b>Applicant or Agent</b>	
<b>2.4.6</b>	<b>Members of the Public to Speak</b>	
<b>2.4.7</b>	<b>Further Questions from Council</b>	

### **3. Adjournment**

The meeting adjourned at [TIME].



**The corporation of  
The Township of Southgate**

**Application for Planning Amendment  
Official Plan and Zoning By-law**

**\*\* Pre-consultation is required with the Township before any zoning or official plan amendment applications will be accepted (By-law 66-2012)\*\***

**Instructions:**

- Please check all applicable boxes and answer all applicable questions.
- All measurements **MUST** be in metric units. (Imperial Units will not be accepted)
- Additional information may be attached if necessary.
- Incomplete applications will be returned.
- The Township reserves the right to ask for more information or clarification pertaining to this application at a later time.
- Further information is on the last two pages for your reference.
- Applications are not accepted without the required fees

<b><u>For office use only</u></b>	
File no:	C22-24
Pre-Consult Date:	August 18, 2024
Date received:	_____
Date accepted:	_____
Accepted by:	Sept 23, 2024
Roll # 42 07	_____
Conservation authority fee required:	_____
Other information:	_____

Pursuant to one or more of the following Sections 22, 34, 36, and/or 39 of the *Planning Act*, as amended, I/we apply for: *(check appropriate box)*

<b>Pre- Consultation Fee</b>	\$500.00
<b>Amendment to the Official Plan</b>	Minor \$4,000.00 application fee <i>plus</i> \$4,000.00 contingency fee
	Major \$6,500.00 application fee <i>plus</i> \$6,000.00 contingency fee
<b>Amendment to the Zoning By-law</b>	\$2,900.00 application fee
	Major \$4,000.00 application fee <i>plus</i> \$5,000.00 contingency fee
<b>Removal of Holding Provision</b>	\$1,000.00 application fee or \$600.00 application fee (with related Site Plan Agreement)
<b>Temporary Use By-Law Amendment</b>	\$1,674.00 application fee <i>plus</i> \$400.00 agreement fee <i>plus</i> \$2,500.00 contingency fee
<b><u>Other Required Fees:</u></b>	
<b>Public Notice Sign Fee</b>	\$145.00
<b>Conservation Authority Fee</b>	\$260.00 Saugeen Valley Conservation  Grand River Conservation – Call directly for details
<b>County of Grey Municipal Review Fee</b>	\$400.00

\*Contingency fee required for all Official Plan Amendment applications

\*Contingency fee required only for Major Zoning By-law Amendment applications

**Note on fees:**

It is a requirement that any potential applicant pre-consult with the Planning Department prior to submitting any planning application. For the pre consultation meeting, please provide a drawing or a sketch of your proposal, accompanied by a written description.

The application fees were adopted and approved under the Township of Southgate's fees and charges By-law and will only be accepted once the application is deemed complete by the Township of Southgate Planning Department.

All required application fees shall be paid in cash or by cheque made payable to the Township of Southgate.

Contingency fees will be utilized to cover costs associated with this application when deemed necessary by the Township of Southgate, i.e. professional consultants and legal advice. Any portion of the contingency fee not used in connection with the review and completion of an application will be returned. The applicant further agrees to pay any additional costs and expenses beyond the initial contingency fee which shall be determined by staff of the Corporation of the Township of Southgate in the event that the amount of the initial contingency fee taken is insufficient.

Be advised that the applicant or a representative is expected to appear at any meetings (including the public meeting) to explain the proposal and answer any questions that may arise. Failure to do so may result in deferral of the application and increased costs.

**Part A**

**Owner/Agent/Application information**

\*To be completed by the applicant

1. Name of registered owner: 2749513 Ontario Limited

Mailing address: [REDACTED]

Phone# : (H) [REDACTED] (B) N/A

Email Address: [REDACTED]

2. Name of applicant: Allen S M Martin

Mailing address: [REDACTED]

Phone#: [REDACTED] Email: [REDACTED]

Applicant's Relationship to Subject Lands:

Registered Property Owner

Holder of Option to Purchase Subject Lands

Signing Officer of Corporation

Other [Specify] agent

3. Name of agent (if applicable)

Mailing address: Allen S M Martin

Phone#: [REDACTED] Email: [REDACTED]

4. Send all correspondence to (choose only one):  Applicant  Agent

5. Preferred Method of communication:  Phone  email  Postal Mail

6. Name any mortgages, charges or encumbrances, in respect to the subject lands:

Mailing Address:

Phone#:

**Part B**

**The subject lands**

7. Location of subject property (former municipality):

Township of Egremont

Township of Proton

Village of Dundalk

Road/street and number: 752729 Southgate Srd 75

Tax Roll#: 420709000804500

Lot 206

Concession 2 SWTSR

Lot  of  Plan

8. The date the subject land was acquired by the current owner: 2020

9. Dimensions of subject property:

frontage 149 m depth 1051 m area 24.28 sq m/ha

10. Description of the area affected by this application if only a portion of the entire property 4831 m2

11. Abutting and nearby lands uses

(a) Interest in abutting lands - does the owner or applicant of the subject lands own or have a legal interest in any lands abutting the subject lands? Yes  No

If yes, describe to what extent owns farms on both sides

(b) Use of abutting and nearby lands - describe the present use on all properties abutting and opposite the subject lands.

North ag

East ag

South ag

West ag

(c) Agricultural livestock operations

if an existing livestock operation is located within 450 metres of the subject lands, prepare a sketch showing locations and approximate size of livestock barns (as per Additional Requirements 20. (b) request) and you must fill out Schedule "A".

12. Environmental Constraints

Indicate whether any of the following environmental constraints apply to the subject lands:

- |                                   |                                     |  |                          |
|-----------------------------------|-------------------------------------|--|--------------------------|
| Wetlands                          | <input type="checkbox"/>            | Specialty Crop Lands                             | <input type="checkbox"/> |
| Floodplains                       | <input type="checkbox"/>            | ANSI's (areas of natural or scientific interest) | <input type="checkbox"/> |
| Streams, Ravines and Lakes        | <input checked="" type="checkbox"/> | Aggregate Resources                              | <input type="checkbox"/> |
| Water Resources                   | <input type="checkbox"/>            | Thin Overburden                                  | <input type="checkbox"/> |
| Wooded Areas & Forest Management  | <input checked="" type="checkbox"/> | Solid Waste Management                           | <input type="checkbox"/> |
| Fisheries, Wildlife & Environment | <input type="checkbox"/>            | Sewage Treatment Plant                           | <input type="checkbox"/> |
| Heritage Resources                | <input type="checkbox"/>            |  |                          |

13. Official Plan

Indicate the current Official Plan Designation:

- |                     |                          |                                       |                                     |
|---------------------|--------------------------|---------------------------------------|-------------------------------------|
| Neighbourhood Area  | <input type="checkbox"/> | Agriculture                           | <input type="checkbox"/>            |
| Downtown Commercial | <input type="checkbox"/> | Rural                                 | <input checked="" type="checkbox"/> |
| Arterial Commercial | <input type="checkbox"/> | Inland Lakes                          | <input type="checkbox"/>            |
| Industrial          | <input type="checkbox"/> | Space Extensive Industrial/Commercial | <input type="checkbox"/>            |
| Public Space        | <input type="checkbox"/> | Hazard Lands                          | <input checked="" type="checkbox"/> |
| Special Policy Area | <input type="checkbox"/> | Wetlands                              | <input type="checkbox"/>            |
| Major Open Space    | <input type="checkbox"/> | Mineral Aggregate Extraction          | <input type="checkbox"/>            |
| Village Community   | <input type="checkbox"/> |                                       |                                     |

14. Zoning By-law

Present zoning rural, hazard

Requested zoning rural, hazard and A1 with exception

to allow OFDU



15. Specific proposed use(s) of subject property that this amendment would authorize: (provide a sketch showing locations and approximate size for each building or structure)

rezone 4832 m2 from rural to A1 with exception to allow a small scale OFDU for metal works

**For Official Plan Amendment Applications Only:**

14.

16. Please answer the following about this proposed Official Plan Amendment:

Does this application change or replace a designation in the Official Plan?

Changes  Replaces

N/A

17. Is this application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

Yes  No

If yes, please provide the details of the official plan or the official plan amendment that deals with this matter.

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18. Does this application propose to remove land from an area of employment?

Yes  No

If yes, please provide the details of the official plan or official plan amendment that deals with this matter.

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19. Is the application being submitted in conjunction with a proposed County Official Plan Amendment? Yes  No

If yes, please provide the details of the official plan or official plan amendment that deals with this matter.

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Type of building/structure metal clad shop with peak roof

Setbacks:  
front lot line 240

rear lot line 746

side lot line 16 m

Building/structure:

height 9 m dimensions / floor area 750 m<sup>2</sup>

20. The date the existing building(s) or structure(s) on the subject land were constructed: unknown

21. The length of time that the existing uses of the subject land have continued: unknown

22. If proposed use is residential, indicate proximity of subject lands to community facilities (parks, schools, etc.): \_\_\_\_\_

23. Specific reason(s) for requesting amendment(s), if not sufficient space, a cover letter should be attached:  
to allow an OFDU for a small scale metal work shop and accessory buildings yard and storage

24. Has the subject land ever been the subject of a Zoning By-law Amendment?  
 Yes  No  Unknown   
 If yes, and if known, specify the file number and status of the application:  
 \_\_\_\_\_

**Servicing for subject land**

25. Facilities existing or proposed for subject lands:

<b>type of access</b>	<b>existing</b>	<b>proposed</b>
_____ provincial highway	_____	_____
<input checked="" type="checkbox"/> municipal road, maintained year round	<input checked="" type="checkbox"/>	_____
_____ municipal road, seasonally maintained	_____	_____
_____ other public road	_____	_____
please specify _____		
_____ right of way available	_____	
please specify _____		
_____ water access available	_____	
Describe the parking and docking facilities and the approximate distance of these facilities _____		

<b>type of water supply</b>	<b>existing</b>	<b>proposed</b>
_____ municipally operated piped water system	_____	_____
<input checked="" type="checkbox"/> privately owned/operated individual well	<input checked="" type="checkbox"/>	_____
_____ privately owned/operated communal well	_____	_____
_____ lake or other water body	_____	_____
please specify _____		
_____ other means	_____	
please specify _____		

<b>type of storm water management</b>	<b>existing</b>	<b>proposed</b>
_____ storm drainage sewer pipe	_____	_____
_____ ditch	_____	_____
_____ swale	_____	_____
<input checked="" type="checkbox"/> other means	_____	_____

please specify sheet flow

<b>type of sewage disposal</b>	<b>existing</b>	<b>proposed</b>
<input type="checkbox"/> municipally operated sanitary sewers	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> privately owned/operated individual septic	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> privately owned/operated communal septic	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> privy	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> other means	<input type="checkbox"/>	<input type="checkbox"/>

please specify \_\_\_\_\_

26. Is there an approved Site Plan and/or a Site Plan Control Agreement in effect on any portion of the subject lands?

Yes  No

If yes, has an amendment to the Site Plan and/or Agreement been applied for?

Yes  No

27. Are there any easements, rights-of-way, restrictions, covenants, or other agreements applicable to the subject lands? (if yes, describe what they are and include applicable Site Plan if applicable.)

Yes  No

### Part C The proposal

28. Describe the **nature** and extent of the relief applied for and the proposed use of the subject lands.

The proposal is to allow a small scale metal work shop  
the land would still be farmed

29. Describe the reasons for the proposed amendment(s).

to assist with payments of the farm

30. Describe the timing of the proposed development, including phasing.

unknown

31. Additional Supporting Documents

List any supporting documents: (e.g. Environmental Impact Study, Hydrologic Report, Traffic Study, Market Area Study, Aggregate License Report, Storm Water Management Report)

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**Part D**  
**Statement of compliance**

32. Is this application consistent with the policy statements issued under subsection 3(1) of the Planning Act?  
Yes  No
33. Is the subject land within an area of land designated under any provincial plan or plans?  
Yes  No

If yes, explain how the application conforms with or does not conflict with the applicable provincial plan or plans.

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**Additional requirements**

34. Supplementary and support material to accompany application, where applicable
- a) a survey of the property prepared by an Ontario Land Surveyor indicating topographical contours and other natural and artificial features such as existing buildings and their uses, railways, highways, pipelines, ditches, swamps, watercourses, drainage, and wooded areas within or adjacent to the subject land. This survey should clearly indicate the land which is the subject of the amendment.
- OR
- b) a sketch *drawn to scale* showing the following:
    - 1) Boundaries and dimensions of the subject land.
    - 2) Location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
    - 3) Approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditch, river or stream banks, wetlands, wooded areas, wells and septic tanks.
    - 4) Current use(s) on land that is adjacent to the subject land.
    - 5) Location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.
    - 6) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
    - 7) Location and nature of any easement affecting the subject land.
    - 8) North Arrow

**Other information**

35. Is there any other information that you think may be useful to the municipality or other agencies in reviewing the application? If so, explain below or attach on a separate page:

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**Part E**  
**Authorization and affidavit**

36. Owner's Consent (Freedom of Information):

In accordance with the provision of the Planning Act, it is the policy of the Municipality to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documents I (we),

Elias L Martin and \_\_\_\_\_  
Name of Owner(s)

hereby acknowledge the above-noted and provide my (our) consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, as well as commenting letters of reports issued by the municipality and other review agencies will be part of the public record and will also be available to the general public.

\_\_\_\_\_  
Signature of Owner date

\_\_\_\_\_  
Signature of Owner date

37. Owner's Authorization for Agent

I(we), Elias L Martin and \_\_\_\_\_  
Name of Owner(s)

hereby authorize Allen S M Martin to act as our agent(s) for the purpose of this application.

\_\_\_\_\_  
\* Signature of Owner date

\_\_\_\_\_  
Signature of Owner date

38. Owner's Authorization for Access

I/we, Elias L Martin, and \_\_\_\_\_  
Name of Owner(s)

hereby permit Township staff and its representatives to enter upon the premises during regular business hours for the purpose of performing inspections of the subject property.

\_\_\_\_\_  
Signature of Owner date

\_\_\_\_\_  
Signature of Owner date

\_\_\_\_\_  
Signature of Witness date

**Solemn declaration**

39. Affidavit

To be completed by owner(s), agent(s), or applicant(s) having completed the application form

**Note: This Affidavit must be signed in the presence of a Commissioner for Taking Oaths.**

I/ (We) Allen S M Martin  
Name(s)

of the Township of Wellesley in the Region of Waterloo  
city/town/municipality county/region

Solemnly declare that all statements contained in this application and all the information provided is true, and I/we make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

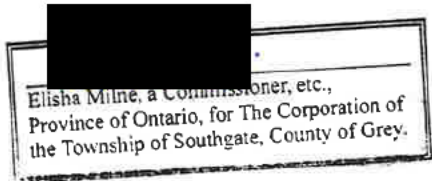
Declared before me at the:

Township of Southgate in County of Grey  
city/town/municipality county/region

This 8 day of August, 2024

  
Signature of Commissioner

  
Signature of Applicant



Allen S M Martin  
print name

Signature of Applicant

print name

Schedule "A"

Supplementary Information - Agricultural Lands

Agricultural Property History on the subject parcel

(i) What type of farming has been or is currently being conducted?

- Beef
Dairy
Swine
Poultry
Sheep
Cash Crop

Other (describe) pasture

Describe in detail the size, age and feed type used for the type of farming conducted:

(i) How long have you owned the farm? 2020

(ii) Are you actively farming the land (or - do you have the land farmed under your supervision)?

Yes - For how long?

2020

No - When did you stop farming?

For what reason did you stop farming?

(iii) Area of total farm holding: 24.28

(iv) Number of tillable hectares: 12

(v) Do you own any other farm properties? Yes No

If yes, indicate locations: Lot: 204, 193, Concession: 2 SWTSR, 2 SWTSR
Former Township: Proton
Total Hectares: 167 H

(vi) Do you rent any other land for farming purposes? Yes No

If yes, indicate locations: Lot: 197, 198, 195, 28, Concession: 18, 3, SWTSR
Former Township: Proton
Total Hectares: 27

(vii) Is there a barn on the subject property? Yes No

Please indicate the condition of the barn:
How big is the barn?
What is the present use of the barn?
What is the capacity of the barn, in terms of livestock?



(viii) Indicate the manure storage facilities on the subject lands

- Storage already exists
- No storage required (manure/material is stored for less than 14 days)
- Liquid
  - inside, underneath slatted floor
  - outside, with permanent, tight fitting cover
  - (treated manure/material) outside, no cover
  - outside, with a permanent floating cover
  - outside, no cover, straight-walled storage
  - outside, roof but with open sides
  - outside, no cover, sloped-sided storage
- Solid
  - inside, bedded pack
  - outside, covered
  - outside, no cover,  $\geq 30\%$  DM
  - outside, no cover, 18-30% DM, with covered liquid runoff storage
  - outside, no cover, 18-30% DM, with uncovered liquid runoff storage

(ix) Are there any barns on other properties within 450 meters (1,476.38 ft) of the subject lands?  Yes  No

If yes, these barns and distances to the subject property must be shown on the sketch. The following questions must be answered for each property containing a barn regardless of current use.

(x) What type of farming has been conducted on this other property?

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(xi) Indicate the number of tillable hectares on other property: \_\_\_\_\_

(xii) Indicate the size of the barn(s): \_\_\_\_\_

(xiii) Capacity of barn in terms of livestock: \_\_\_\_\_

(xiv) Manure Storage facilities on other property (see storage types listed in question above)

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Additional information will be required for Minimum Distance Separation (MDS) calculations – please discuss this with Planning Staff prior to submitting your application

**Purpose:** a zoning by-law amendment is required to change a zone symbol on a property to permit expanded or different land uses on a specific property. A zoning by-law amendment may also be requested to change a zone provision (setback or similar regulation) or general provision.

**Process:** Discuss your proposal with the municipal planning department prior to submitting your application. Make your application to the planning department along with the required fee. A planning staff report will be prepared and a public meeting will be set. The applicant will be advised of the time and date of this meeting and invited to make representation at this time in order to explain why the zoning amendment request is being made.

You can expect a decision on your application within 150 days. This time is used to review the application, set up a public meeting, post the required public notice, draft a zoning by-law amendment and ensure that all other required documentation is in order.

At least 20 days prior to the public meeting, notice of the public meeting is either sent to every assessed property within 120 metres (400 feet) of the subject property or a notice is placed in the appropriate local newspaper. The applicant or a representative must attend the public meeting to explain why the zoning amendment is required to members of the Council and the public, as well as answer any questions that may arise.

A site plan and agreement may be required to be negotiated prior to any further proceedings of the rezoning process. Following the public meeting and if Council is satisfied with the application, an amending by-law will be considered by Council. Should the by-law be passed, a notice of passing is prepared and sent to everyone on the first mailing list or published in the newspaper. A 20 day appeal period is required to be included in this notice to allow anyone to appeal the by-law to the Ontario Municipal Board.

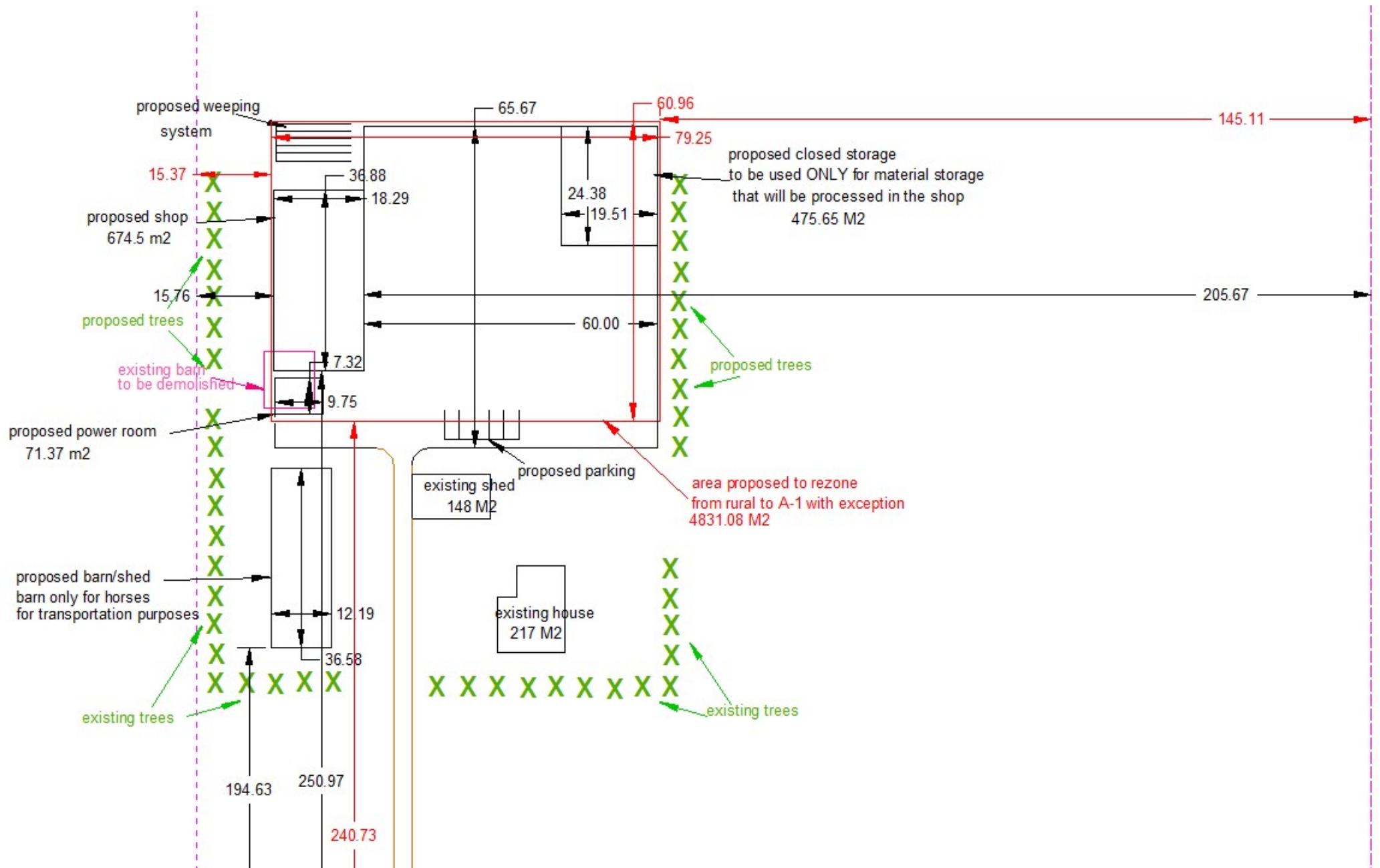
Should your application not be approved by Council, you also have the right to appeal to the Local Planning Appeals Tribunal within the same 20 day appeal period. More information is available by contacting the municipal planning department or on the Web at: <http://elto.gov.on.ca/news/local-planning-appeal-tribunal/>

If the application is approved and no appeal is filed, a notice of no appeal is prepared and sent to the applicant at which time the process is now completed. A building permit would not be available for any works associated with the by-law until the appeal period has passed and if no appeals were filed.

### Zoning by-law amendment process summary

1. Pre-consultation (required by By-law 66-2012)
2. Submit application
3. Clerk sets a public meeting  
Notice sent to neighbours within 120 metres (400 feet) and various agencies, 20 days prior to public meeting.
4. Public meeting  
Applicant and/or agent should attend to resolve any potential concerns. Council will consider the proposal and may pass a by-law that meeting.
5. Appeal period  
After a Notice of Passing for the by-law amendment is sent to neighbours within 120 metres (400 feet) and agencies, 20 day appeal period begins.
6. Decision final  
If not appeal is filed with the Township within the appeal period, the process is complete and the zoning by-law amendment is in full force and effect.

\*\*\*please do not return this page\*\*\*







## The Corporation of the Township of Southgate Notice of Public Meeting and Complete application Concerning a Proposed Zoning By-law Amendment

**Take Notice** that the Council of the Corporation of the Township of Southgate has received a complete application for a Zoning By-law Amendment and is notifying the public pursuant to Section 34 of the Planning Act, R.S.O. 1990, as amended. Council will hold an **electronic public meeting** on:

**October 23, 2024, at 1:00 PM**

**The Purpose** of the rezoning is to allow a 750 square metre on farm diversified use (metal works) on-site including the workshop and power room plus up to 500 square metres enclosed storage. The estimated rezoned area for the on farm diversified use is 4,832 square metres. A small barn in the proposed zoned area will be replaced with a larger horse barn/shed outside the proposed zoned area.

**The Effect** of the proposal is to rezone about 4,832 square metres of the subject lands to permit a 750 square metre workshop and power room as an on farm diversified use secondary to existing farm cluster on-site.

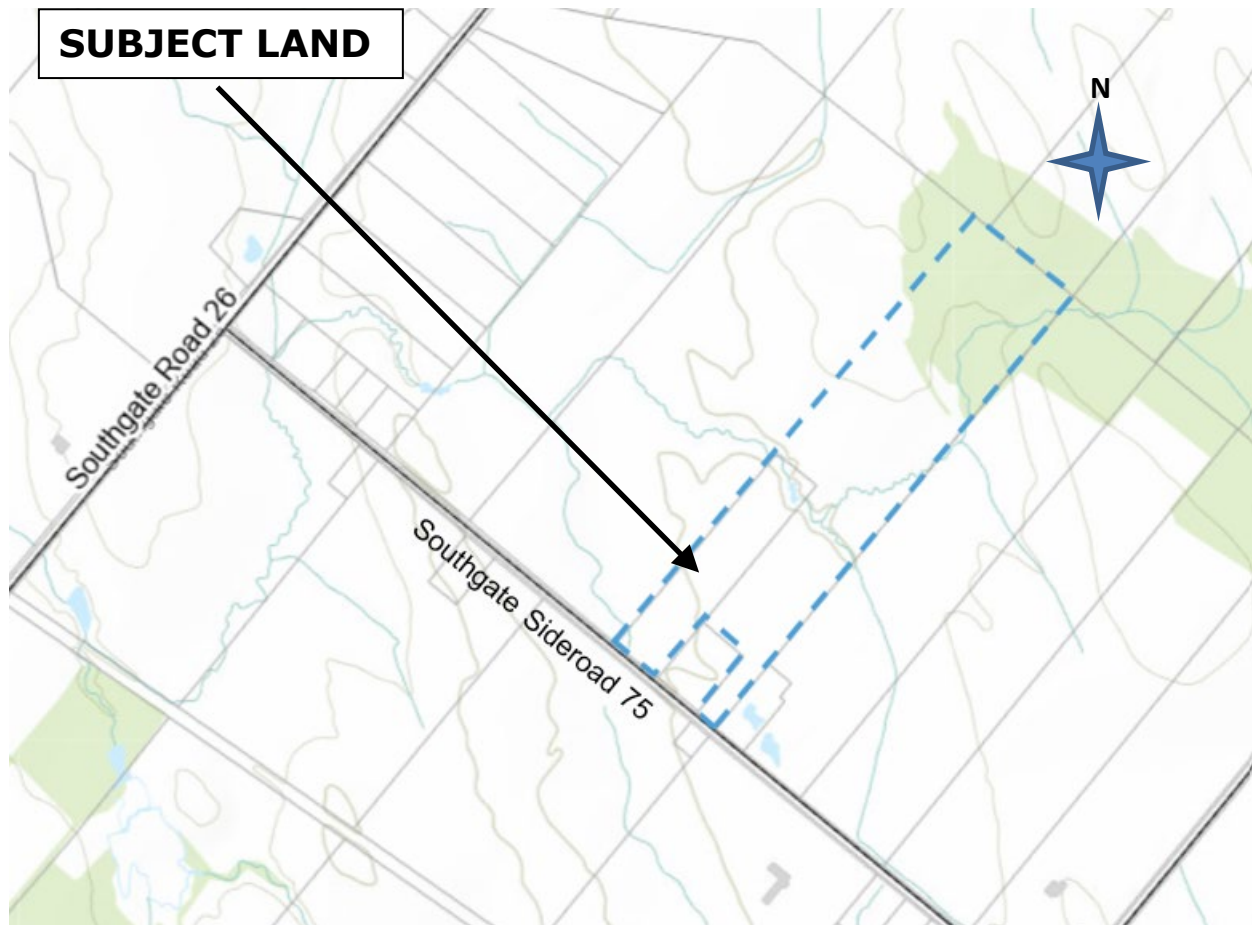
### Description of the Subject Land (C22-24)

**Registered Owner:** 2749513 Ontario Limited – Elias Martin

**Legal Description:** Pt Lot 205-206 Con 2 SWTSR Proton Being Part 1, Plan 16R11962, Geographic Township of Proton, Township of Southgate

**Civic Address:** 752729 Southgate Sideroad 75

### Key Map



Please join the electronic public meeting from your computer, tablet, or smartphone <https://zoom.us/j/95341385964?pwd=bDd6OTJWYStGWnRESkxORUZwL25Ddz09>  
You can also dial in using your phone. Phone: +1 647 374 4685 Meeting ID: 953 4138 5964 Passcode: 336403

**NOTE:** To speak at the meeting or join electronically, please register in advance by contacting the Clerk, Lindsey Green using the contact information below:

[lgreen@southgate.ca](mailto:lgreen@southgate.ca) or 519-923-2110 ext. 230

The meeting will be livestreamed on the Township YouTube Channel:  
<https://www.youtube.com/user/SouthgateTownship>

**Any person or public body** is entitled to attend the public meeting and make written or oral submissions in support of, or in opposition to, the proposed zoning by-law amendment. Persons wishing to make an oral submission to Council at the public meeting are invited to register with the Township Clerk (see contact information below). Written comments should also be addressed to the Clerk at the address below. **Please note that all submissions and the personal information contained therein will become part of the public record in their entirety and may be posted to Southgate’s website.**

**Mandatory wording**

**If** you wish to be notified of the decision of Township of Southgate Council on the proposed zoning by-law amendment, you must make a written request to the Clerk of the Township of Southgate, 185667 Grey Rd 9, Dundalk, ON N0C 1B0.

**If** a person or public body would otherwise have an ability to appeal the decision of the Township of Southgate Council to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate before the by-law is passed, the person or public body is not entitled to appeal the decision.

**If** a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate 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.

Notwithstanding the above subsection 34(19) of the Planning Act defines the parties eligible to appeal the decision to the Ontario Land Tribunal.

**Additional Information and Comments**

Please submit written comments to the Clerk at the address shown below.  
Lindsey Green, Clerk, [lgreen@southgate.ca](mailto:lgreen@southgate.ca), Phone: (519) 923-2110 ext. 230  
Township of Southgate 185667 Grey Rd 9, Dundalk, ON N0C 1B0

Additional information is also available for public viewing on Southgate’s website at <https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C22-24-2749513-Ontario-Limited-Elias-Martin>, at the Township of Southgate Administration Office during normal business hours, or by contacting the Municipal Planner at 519-923-2110 ext. 235. Please quote file: **C22-24**.

Dated at the Township of Southgate, this 24<sup>th</sup> day of September 2024.

**From:** [CA - Circulations](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Notice of Public Meeting - Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin  
**Date:** September 24, 2024 12:33:15 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
**Importance:** Low

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**Your E-mail was Received on:** Tuesday, September 24, 2024

**Thank you for your email on:** Notice of Public Meeting - Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin

The information that municipalities provide to Bell Canada is instrumental to the provisioning of telecommunications infrastructure and we appreciate the opportunity to be proactively engaged in development applications and infrastructure and policy initiatives.

Bell Canada will provide a response should any comments / input be required on the information included in the circulation received. Bell Canada kindly requests that even if a specific comment is not provided at this time that you continue to circulate us at [circulations@wsp.com](mailto:circulations@wsp.com) on any future materials related to this development project or infrastructure / policy initiative so that we can continue to monitor its progress and are informed of future opportunities for engagement.

**1) Bell Canada Responses to Pre-Consultation & Complete Development Application Circulations:**

**Pre-consultation Circulations**

Please note that Bell Canada does NOT generally comment on pre-consultation circulations unless the information provided identifies that a future draft plan of subdivision, draft plan of condominium and/or site plan control application will be required to advance the development proposal.

**Complete Application Circulations & Recirculations**

Please note that Bell Canada does NOT generally comment on the following development applications - official plan and zoning by-law amendments, part lot control, temporary use and interim control by-laws. However, Bell Canada does generally comment on site plan approval, draft plans of subdivision and draft plan of condominium applications.

Bell Canada will generally comment on recirculations where the change modifies the proposed residential dwelling unit count and/or non-residential gross floor area in a draft plan of subdivision, draft plan of condominium and/or site plan control application.

**2) Bell Canada Responses to Infrastructure and Policy Initiative Circulations:**

If required, a follow-up email will be provided by Bell Canada to outline any input to be considered on the infrastructure / policy initiative circulation received at this time.

**Concluding Remarks:**

If you have any other specific questions, please contact [planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca) directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for the provision of comments or other responses.

Should you have any questions, please contact the undersigned.

Yours Truly,



**Juan Corvalan**

**Bell Canada**

Senior Manager – Municipal Liaison

Network Provisioning

[planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca)

---

**From:** Elisha Milne <[emilne@southgate.ca](mailto:emilne@southgate.ca)>

**Sent:** Tuesday, September 24, 2024 4:28:34 PM

**To:** Six Nations of the Grand River <[lonnybomberry@sixnations.ca](mailto:lonnybomberry@sixnations.ca)>; Aakash Desai <[adesai@southgate.ca](mailto:adesai@southgate.ca)>; Bell Canada ROWCC <[rowcentre@bell.ca](mailto:rowcentre@bell.ca)>; Bluewater District School Board <[shelley\\_crummer@bwdsb.on.ca](mailto:shelley_crummer@bwdsb.on.ca)>; Bluewater District School Board <[jayne\\_bastarache@bwdsb.on.ca](mailto:jayne_bastarache@bwdsb.on.ca)>; Brenna Carroll <[bcarroll@southgate.ca](mailto:bcarroll@southgate.ca)>; chad.aitken@bgcdsb.org <[chad.aitken@bgcdsb.org](mailto:chad.aitken@bgcdsb.org)>; Dina Lundy <[dlundy@southgate.ca](mailto:dlundy@southgate.ca)>; Enbridge <[municipalplanning@enbridge.com](mailto:municipalplanning@enbridge.com)>; Enbridge Gas <[ONTLands@enbridge.com](mailto:ONTLands@enbridge.com)>; Fire Chief <[firechief@southgate.ca](mailto:firechief@southgate.ca)>; Group\_PlanningDeptEmails <[Group\\_PlanningDeptEmails@grey.ca](mailto:Group_PlanningDeptEmails@grey.ca)>; Haudenosaunee <[info@hdi.land](mailto:info@hdi.land)>; Historic Saugeen Metis <[hsmrcc@bmts.com](mailto:hsmrcc@bmts.com)>; Hydro One <[landuseplanning@hydroone.com](mailto:landuseplanning@hydroone.com)>; Jim Ellis <[jellis@southgate.ca](mailto:jellis@southgate.ca)>; Juanita Meekins <[juanita.meekins@saugeenojibwaynation.ca](mailto:juanita.meekins@saugeenojibwaynation.ca)>; Ken Melanson <[kmelanson@southgate.ca](mailto:kmelanson@southgate.ca)>; Kevin Green <[kgreen@southgate.ca](mailto:kgreen@southgate.ca)>; Lacy Russell <[lrussell@southgate.ca](mailto:lrussell@southgate.ca)>; Lindsey Green <[lgreen@southgate.ca](mailto:lgreen@southgate.ca)>; Meagan Bruce <[M.Bruce@publichealthgreybruce.on.ca](mailto:M.Bruce@publichealthgreybruce.on.ca)>; Metis Nation of Ontario <[consultations@metisnation.org](mailto:consultations@metisnation.org)>; MMAH <[Tyler.Shantz@ontario.ca](mailto:Tyler.Shantz@ontario.ca)>; Ontario Power Generation <[Executivevp.lawanddevelopment@opg.com](mailto:Executivevp.lawanddevelopment@opg.com)>; Phil Schram <[pschram@southgate.ca](mailto:pschram@southgate.ca)>; Saugeen Ojibway Nation <[associate.ri@saugeenojibwaynation.ca](mailto:associate.ri@saugeenojibwaynation.ca)>; SVCA Planning <[southgate@svca.on.ca](mailto:southgate@svca.on.ca)>; Union Gas <[ontugllandsinq@uniongas.com](mailto:ontugllandsinq@uniongas.com)>; CA - Circulations <[CA.Circulations@wsp.com](mailto:CA.Circulations@wsp.com)>

**Cc:** Victoria Mance <[vmance@southgate.ca](mailto:vmance@southgate.ca)>; Bill White <[bwhite@tritoneng.on.ca](mailto:bwhite@tritoneng.on.ca)>

**Subject:** Notice of Public Meeting - Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin

Good afternoon,

Please find the below link for the application documents including the Notice of Public meeting for Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notice.aspx#C22-24-2749513-Ontario-Limited-Elias-Martin>

The Public Meeting is scheduled **via Zoom** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.



## Elisha Milne

Legislative & Planning Coordinator

### Township of Southgate

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



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-LAErnHhHzdJzBITWfa4Hgs7pbKI

October 10<sup>th</sup>, 2024

Elisha Milne  
Township of Southgate  
185667 Grey Road 9  
Dundalk, ON  
N0C 1B0

**RE: Zoning By-law Amendment C22-24  
Concession 2 SWTSR, Part Lot 205-206, RP 16R11962 (752729 Southgate  
Sideroad 75)  
Township of Southgate (Geographic Township of Proton)  
Roll: 420709000804500  
Owner: 2749513 Ontario Limited (Elias Martin)  
Applicant: Allen S M Martin**

Dear Ms. Milne,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to allow a 750 square metre on farm diversified use (metal works) on-site including the workshop and power room plus up to 500 square metres enclosed storage. The estimated rezoned area for the on farm diversified use is 4,832 square metres. A small barn in the proposed zoned area will be replaced with a larger horse barn/shed outside the proposed zoned area.

Schedule A of the County OP designates the subject lands as 'Rural'. Section 5.2.1(1) states,

*Permitted uses in the Agricultural land use type include:*

*c) On-farm diversified uses (See Table 7);*

In addition, Section 5.2.2(5) of the County OP states,

*MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law.*

The proposed on-farm diversified use is permitted within the Rural designation. It is recommended that the use conform to MDS, if indicated within the municipality's Zoning By-Law.

Section 5.2.2 Table 8 states that the on-farm diversified use shall be,

*The lessor of: 2% of the total size of the property, or a maximum combined area of the use of 8,000 square metres.*

Further, Section 5.2.2(17) of the County OP states,

*The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified uses) shall not exceed 20% of the total area of the on-farm diversified use.*

The subject property is approximately 24.5 hectares in size which would permit a total area of 4,900 square metres to be used for the proposed OFDU, including all parking, loading, buildings, servicing, and outdoor storage. The gross floor area for any structures would be limited to 980 square meters. The applicant's proposed expanded use will cover an area of 4,832 square metres and the proposed expanded shop would be 750 square metres, both of which conforms with the County OP; therefore, County Planning staff have no concerns.

Section 5.2.2(20) of the County OP states,

*Ministry of the Environment, Conservation and Parks (MECP) D-6 Guidelines, or any successor thereto, shall be considered for any new agricultural-related uses or on-farm diversified uses or an industrial nature in the Agricultural, Special Agricultural, or Rural land use types, to guide the separation of industrial uses from nearby dwellings, institutional uses, or other sensitive non-agricultural uses. Uses which are covered as normal farm practices by the Farming and Food Practices Protection Act (FFPPA) shall not be required to meet the D-6 Guidelines, provided they meet all required Provincial noise, air, water, and wastewater standards.*

Municipal staff shall review the applicability of the D-6 Guidelines to the proposed development.

Section 8.9.1(4) of the County OP states,

*The following hierarchy of water or sanitary servicing options will be used to evaluate any development applications within the County, except where specific exclusions are made through this Plan or where more detailed policies have been developed in*

*a local official plan or secondary plan. The feasibility of the options will be considered in the following order of priority which will be assessed through a Servicing Options Study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-5-3 Series Guidelines, or any subsequent update to these Guidelines:*

*d) Individual on-site sewage services and individual on-site water services in accordance with the policies contained in Section 8.9.1.*

From a general planning perspective, it should be ensured that the subject property can safely provide on-site water and sewage servicing.

Schedule A of the County OP indicates that the subject lands contain 'Hazard Lands'. The proposed development is located outside of the Hazard Lands. However, the driveway for the proposed development would be located within the Hazard Lands. Therefore, County Planning staff recommend receiving comments from the Conservation Authority to ensure that the proposed development can be safely accessed through the Hazard Lands.

County Planning Ecology staff have reviewed the subject application and have no concerns.

Should the applicant seek to injure or destruct trees on lands that extend more than 15 metres from the outer edge of which a Building Permit has been issued, staff recommend consulting the County's Forestry Management By-law <http://grey.ca/forests-trails>. An exemption to the by-law includes the injuring or destruction of trees required in order to install and provide utilities to the construction or use of the building, structure or thing in respect of which a Building Permit has been issued.

Provided D-6 Guidelines can be addressed and that positive comments are received from the Conservation Authority to ensure that the proposed development can be safely accessed through the Hazard Lands; County Planning staff have no concerns with the subject application.

The County requests notice of any decision rendered with respect to this file.

If you wish to discuss this matter further, please contact me.

Yours truly,



Page 4  
October 10<sup>th</sup>, 2024

Derek McMurdie  
Planner  
(548) 877 0857  
[Derek.McMurdie@grey.ca](mailto:Derek.McMurdie@grey.ca)  
[www.grey.ca](http://www.grey.ca)

**From:** [Municipal Planning](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Notice of Public Meeting - Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin  
**Date:** October 1, 2024 3:43:32 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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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 always call before you dig, see web link for additional details:  
<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Please continue to forward all municipal circulations and clearance letter requests electronically to [MunicipalPlanning@Enbridge.com](mailto:MunicipalPlanning@Enbridge.com).

Regards,

**Willie Cornelio** CET (he/him)  
Sr Analyst, Municipal Planning  
**Engineering**

**ENBRIDGE**  
TEL: 416-495-6411  
500 Consumers Rd, North York, ON M2J1P8  
[enbridge.com](http://enbridge.com)  
**Safety. Integrity. Respect. Inclusion.**

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**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Tuesday, September 24, 2024 12:29 PM  
**To:** Six Nations of the Grand River <lonnybomberry@sixnations.ca>; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Dina Lundy <dlundy@southgate.ca>; Municipal Planning <MunicipalPlanning@enbridge.com>; Ontario Lands <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>;

Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; ONTUGLLandsINQ <ONTUGLLandsINQ@enbridge.com>; WSP on behalf of Bell <circulations@wsp.com>

**Cc:** Victoria Mance <vmance@southgate.ca>; Bill White <bwhite@tritoneng.on.ca>

**Subject:** [External] Notice of Public Meeting - Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin

**CAUTION! EXTERNAL SENDER**

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?

DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good afternoon,

Please find the below link for the application documents including the Notice of Public meeting for Zoning By-law Amendment Application C22-24 for 2749513 Ontario Limited - Elias Martin.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C22-24-2749513-Ontario-Limited-Elias-Martin>

The Public Meeting is scheduled **via Zoom** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



**Township of Southgate**

185667 Grey County Road 9,  
Dundalk, ON N0C 1B0

**Jim Ellis,**

**Public Works Manager / Risk Management Official**

**jellis@southgate.ca**



**Phone:** 519-923-2110 ext. 250

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Cell:** 519-378-3777

**Public Works Department**

Date: September 27, 2024

File No.: C22-24

Can a safe access be provided? Yes  No

Road Drainage Concern: None

Road Standard: Rural asphalt

Road Widening Necessary? Yes  No

Entrance Requirements: Commercial entrance required.

Load Restricted Road: Yes  No

Comments: \_\_\_\_\_

Property is located in the proposed Municipal Drain 75 Drainage Works

**Risk Management Office**

Property is located in a Well Head Protection Area:

- WHPA "A"
- WHPA "B"
- WHPA "C"
- WHPA "D"
- Not Applicable

Comments: \_\_\_\_\_

Signed: \_\_\_\_\_

Jim Ellis, Public Works Manager / Risk Management Official





The corporation of  
The Township of Southgate

Application for Planning Amendment  
Official Plan and Zoning By-law

**\*\* Pre-consultation is required with the Township before any zoning or official plan amendment applications will be accepted (By-law 66-2012)\*\***

**Instructions:**

- Please check all applicable boxes and answer all applicable questions
- All measurements MUST be in metric units. (Imperial Units will not be accepted)
- Additional information may be attached if necessary
- Incomplete applications will be returned
- The Township reserves the right to ask for more information or clarification pertaining to this application at a later time
- Further information is on the last two pages for your reference
- Applications are not accepted without the required fees

<b>For office use only</b>	
File no:	C26-24
Pre-Consult Date:	Aug 29/24
Date received:	Aug 30/24
Date accepted:	
Accepted by:	
Roll # 42 07	090 005 09400
Conservation authority fee required:	SVCA
Other information:	

Pursuant to one or more of the following Sections 22, 34, 36, and/or 39 of the *Planning Act*, as amended, I/we apply for: (check appropriate box)

<input type="checkbox"/> <b>Pre - Consultation Fee</b>		<b>\$ 500</b>
<input type="checkbox"/> <b>Amendment to the Official Plan</b>	Minor	\$ 4,000.00 application fee plus \$ 4,000.00 contingency fee
	Major	\$ 6,500.00 application fee plus \$ 6,000.00 contingency fee
<i>*contingency fee required for all Official Plan Amendment applications</i>		
<input type="checkbox"/> <b>Amendment to the Zoning By-law</b>		<b>\$ 2,900.00</b> application fee
	Major	\$ 4,000.00 application fee plus
	Major	\$ 5,000.00 contingency fee
<i>*contingency fee required only for complex applications</i>		
<input type="checkbox"/> <b>Removal of a Holding Provision</b>		\$1,000.00 application fee or \$ 600.00 application fee (with related site plan agreement)
<input type="checkbox"/> <b>Temporary Use By-Law Amendment</b>		\$ 1,674.00 application fee plus \$ 400.00 agreement fee plus \$ 2,500.00 contingency fee

**Other Required Fees:**

<input type="checkbox"/> <b>Public Notice Sign Fee</b>		<b>\$145.00</b>
<input type="checkbox"/> <b>Conservation Authority Fees</b>	SVCA	\$260.00
	GRCA	Call directly for details

**Note on fees:**

It is a requirement that any potential applicant pre-consult with the Planning Department prior to submitting any planning application, for the pre consultation meeting, please provide a drawing or a sketch of your proposal, accompanied by a written description.

**\$400 Grey County Review Fee**

**\$4,205 - pd**

The application fees were adopted and approved under the Township of Southgate's fees and charges By-law and will only be accepted once the application is deemed complete by the Township of Southgate Planning Department.

All required application fees shall be paid in cash or by cheque made payable to the Township of Southgate at the time of application submission.

Contingency fees will be utilized to cover costs associated with this application when deemed necessary by the Township of Southgate, i.e. professional consultants and legal advice. Any portion of the contingency fee not used in connection with the review and completion of an application will be returned. The applicant further agrees to pay any additional costs and expenses beyond the initial contingency fee which shall be determined by staff of the Corporation of the Township of Southgate in the event that the amount of the initial contingency fee taken is insufficient.

Be advised that the applicant or a representative is expected to appear at any meetings (including the public meeting) to explain the proposal and answer any questions that may arise. Failure to do so may result in deferral of the application and increased costs.

**Part A**

**Owner/Agent/Application information**

\*To be completed by the applicant

1. Name of registered owner: Manassa S Martin

Mailing address: [REDACTED]

Phone# : (H) [REDACTED] (B) [REDACTED]

Email Address: [REDACTED]

2. Name of applicant: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone#: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Relationship to Subject Lands:

- Registered Property Owner
- Holder of Option to Purchase Subject Lands
- Signing Officer of Corporation
- Other [Specify] \_\_\_\_\_

3. Name of agent (if applicable) \_\_\_\_\_

Mailing address: Solomon Martin

Phone# [REDACTED] Email: [REDACTED]

4. Send all correspondence to (choose only one):  Applicant  Agent

5. Preferred Method of communication:  Phone  email  Postal Mail

6. Name any mortgages, charges or encumbrances, in respect to the subject lands:

Mailing Address: [REDACTED]

Phone# [REDACTED]

**Part B**

**The subject lands**

7. Location of subject property (former municipality):

- Township of Egremont
- Township of Proton
- Village of Dundalk

Road/street and number: 712125 SOUTHGATE SRD 71

Tax Roll#: 420709000509400

Lot LOT 234 TO 235 Concession CON 4 SWTSR

Lot \_\_\_\_\_ of Plan \_\_\_\_\_

8. The date the subject land was acquired by the current owner: 2023

9. Dimensions of subject property:

frontage 412m m depth 1010m m area 40HA sq m/ha

10. Description of the area affected by this application if only a portion of the entire property this proposal is to rezone a small portion of the property from A1 to A1-XXX to permit a small scale OFDU, and to rezone a small area from EP to RU

11. Abutting and nearby lands uses to align with SVCA as recommended upon site inspection

(a) Interest in abutting lands - does the owner or applicant of the subject lands own or have a legal interest in any lands abutting the subject lands? Yes  No

If yes, describe to what extent parcel on north side is owned by same owner

(b) Use of abutting and nearby lands - describe the present use on all properties abutting and opposite the subject lands.

North agriculture

East agriculture

South agriculture

West agriculture

(c) Agricultural livestock operations

if an existing livestock operation is located within 450 metres of the subject lands, prepare a sketch showing locations and approximate size of livestock barns (as per Additional Requirements 20. (b) request) and you must fill out Schedule "A".

12. Environmental Constraints

Indicate whether any of the following environmental constraints apply to the subject lands:

- |                                   |                                     |  |                          |
|-----------------------------------|-------------------------------------|--|--------------------------|
| Wetlands                          | <input checked="" type="checkbox"/> | Specialty Crop Lands                             | <input type="checkbox"/> |
| Floodplains                       | <input type="checkbox"/>            | ANSI's (areas of natural or scientific interest) | <input type="checkbox"/> |
| Streams, Ravines and Lakes        | <input type="checkbox"/>            | Aggregate Resources                              | <input type="checkbox"/> |
| Water Resources                   | <input type="checkbox"/>            | Thin Overburden                                  | <input type="checkbox"/> |
| Wooded Areas & Forest Management  | <input checked="" type="checkbox"/> | Solid Waste Management                           | <input type="checkbox"/> |
| Fisheries, Wildlife & Environment | <input type="checkbox"/>            | Sewage Treatment Plant                           | <input type="checkbox"/> |
| Heritage Resources                | <input type="checkbox"/>            |  |                          |

13. Official Plan

Indicate the current Official Plan Designation:

- |                     |                          |                                       |                                     |
|---------------------|--------------------------|---------------------------------------|-------------------------------------|
| Neighbourhood Area  | <input type="checkbox"/> | Agriculture                           | <input type="checkbox"/>            |
| Downtown Commercial | <input type="checkbox"/> | Rural                                 | <input checked="" type="checkbox"/> |
| Arterial Commercial | <input type="checkbox"/> | Inland Lakes                          | <input type="checkbox"/>            |
| Industrial          | <input type="checkbox"/> | Space Extensive Industrial/Commercial | <input type="checkbox"/>            |
| Public Space        | <input type="checkbox"/> | Hazard Lands                          | <input checked="" type="checkbox"/> |
| Special Policy Area | <input type="checkbox"/> | Wetlands                              | <input type="checkbox"/>            |
| Major Open Space    | <input type="checkbox"/> | Mineral Aggregate Extraction          | <input type="checkbox"/>            |
| Village Community   | <input type="checkbox"/> |                                       |                                     |

14. Zoning By-law

Present zoning RU , EP

Requested zoning RU , EP and A1-XXX

15. Specific proposed use(s) of subject property that this amendment would authorize: (provide a sketch showing locations and approximate size for each building or structure)  
proposed use is agriculture with an OFDU to stabilize the income

**For Official Plan Amendment Applications Only:**

14.

16. Please answer the following about this proposed Official Plan Amendment:

Does this application change or replace a designation in the Official Plan?

Changes  Replaces

17. Is this application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

Yes  No

If yes, please provide the details of the official plan or the official plan amendment that deals with this matter.

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18. Does this application propose to remove land from an area of employment?

Yes  No

If yes, please provide the details of the official plan or official plan amendment that deals with this matter.

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19. Is the application being submitted in conjunction with a proposed County Official Plan Amendment? Yes  No

If yes, please provide the details of the official plan or official plan amendment that deals with this matter.

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Type of building/structure metal clad steel building

Setbacks:

front lot line 200.22m

rear lot line 768m

side lot line north- 140.66m south-235.28

Building/structure:

height 8.7m dimensions / floor area 600m<sup>2</sup>

20. The date the existing building(s) or structure(s) on the subject land were constructed: unknown
21. The length of time that the existing uses of the subject land have continued: always been in agriculture
22. If proposed use is residential, indicate proximity of subject lands to community facilities (parks, schools, etc.): \_\_\_\_\_
23. Specific reason(s) for requesting amendment(s), if not sufficient space, a cover letter should be attached: to permit an OFDU on this parcel and to adjust EP boundary to align with SVCA
24. Has the subject land ever been the subject of a Zoning By-law Amendment?  
Yes  No  Unknown
- If yes, and if known, specify the file number and status of the application:  
\_\_\_\_\_

#### Servicing for subject land

25. Facilities existing or proposed for subject lands:

<b>type of access</b>	<b>existing</b>	<b>proposed</b>
_____ provincial highway	_____	_____
<input checked="" type="checkbox"/> municipal road, maintained year round	<input checked="" type="checkbox"/>	_____
_____ municipal road, seasonally maintained	_____	_____
_____ other public road	_____	_____
please specify _____		
_____ right of way available	_____	
please specify _____		
_____ water access available	_____	

Describe the parking and docking facilities and the approximate distance of these facilities: \_\_\_\_\_

<b>type of water supply</b>	<b>existing</b>	<b>proposed</b>
_____ municipally operated piped water system	_____	
<input checked="" type="checkbox"/> privately owned/operated individual well	<input checked="" type="checkbox"/>	
_____ privately owned/operated communal well	_____	
_____ lake or other water body	_____	
please specify _____		
_____ other means	_____	
please specify _____		

<b>type of storm water management</b>	<b>existing</b>	<b>proposed</b>
_____ storm drainage sewer pipe	_____	
_____ ditch	_____	
_____ swale	_____	
<input checked="" type="checkbox"/> other means		



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**Part D**  
**Statement of compliance**

32. Is this application consistent with the policy statements issued under subsection 3(1) of the Planning Act?  
Yes  No
33. Is the subject land within an area of land designated under any provincial plan or plans?  
Yes  No

If yes, explain how the application conforms with or does not conflict with the applicable provincial plan or plans.

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**Additional requirements**

34. Supplementary and support material to accompany application, where applicable
- a) a survey of the property prepared by an Ontario Land Surveyor indicating topographical contours and other natural and artificial features such as existing buildings and their uses, railways, highways, pipelines, ditches, swamps, watercourses, drainage, and wooded areas within or adjacent to the subject land. This survey should clearly indicate the land which is the subject of the amendment.
- OR
- b) a sketch *drawn to scale* showing the following:
    - 1) Boundaries and dimensions of the subject land.
    - 2) Location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
    - 3) Approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the *opinion of the applicant, may affect the application*. Examples include buildings, railways, roads, watercourses, drainage ditch, river or stream banks, wetlands, wooded areas, wells and septic tanks.
    - 4) Current use(s) on land that is adjacent to the subject land.
    - 5) Location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.
    - 6) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
    - 7) Location and nature of any easement affecting the subject land.
    - 8) North Arrow



**Other information**

35. Is there any other information that you think may be useful to the municipality or other agencies in reviewing the application? If so, explain below or attach on a separate page:

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**Part E**  
**Authorization and affidavit**

36. Owner's Consent (Freedom of Information):

In accordance with the provision of the Planning Act, it is the policy of the Municipality to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documents I (we),

Manassa S Martin and \_\_\_\_\_  
Name of Owner(s)

hereby acknowledge the above-noted and provide my (our) consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, as well as commenting letters of reports issued by the municipality and other review agencies will be part of the public record and will also be available to the general public.

\_\_\_\_\_  
Signature of Owner 08-30-2024  
date

\_\_\_\_\_  
Signature of Owner date

37. Owner's Authorization for Agent

I(we), Manassa S Martin and \_\_\_\_\_  
Name of Owner(s)

hereby authorize Solomon Martin to act as our agent(s) for the purpose of this application.

\_\_\_\_\_  
Signature of Owner 08-30-2024  
date

\_\_\_\_\_  
Signature of Owner date

38. Owner's Authorization for Access

I/we, Manassa S Martin, and \_\_\_\_\_  
Name of Owner(s)

hereby permit Township staff and its representatives to enter upon the premises during regular business hours for the purpose of performing inspections of the subject property.

\_\_\_\_\_  
Signature of Owner 08-30-2024  
date

\_\_\_\_\_  
Signature of Owner date

\_\_\_\_\_  
Signature of Witness 08-30-2024  
date

**Solemn declaration**

39. Affidavit

To be completed by owner(s), agent(s), or applicant(s) having completed the application form

**Note: This Affidavit must be signed in the presence of a Commissioner for Taking Oaths.**

I/ (We) Solomon Martin  
Name(s)  
of the Township of Wellesley in the Region of Waterloo  
city/town/municipality county/region

Solemnly declare that all statements contained in this application and all the information provided is true, and I/we make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.


Declared before me at the:

Township of Southgate in County of Grey  
city/town/municipality county/region

This 30 day of August, 20 24

  
Signature of Commissioner

  
Signature of Applicant  
Solomon Martin  
print name

  
I, \_\_\_\_\_, a Commissioner, etc.,  
Province of Ontario, for The Corporation of  
the Township of Southgate, County of Grey.

Signature of Applicant  
print name

Schedule "A"

Supplementary Information – Agricultural Lands

Agricultural Property History on the subject parcel

(i) What type of farming has been or is currently being conducted?

- Beef
Dairy
Swine
Poultry
Sheep
Cash Crop
Other (describe)

Describe in detail the size, age and feed type used for the type of farming conducted:

(i) How long have you owned the farm? 2023

(ii) Are you actively farming the land (or – do you have the land farmed under your supervision)?

Yes – For how long? 2023

No – When did you stop farming? For what reason did you stop farming?

(iii) Area of total farm holding: 40ha

(iv) Number of tillable hectares: aprox. 30 ha

(v) Do you own any other farm properties? Yes No

If yes, indicate locations: Lot: 231 TO 233 Concession: CON 4 SWTSR Former Township: Proton Total Hectares: 60 ha

(vi) Do you rent any other land for farming purposes? Yes No

If yes, indicate locations: Lot: Concession: Former Township: Total Hectares:

(vii) Is there a barn on the subject property? Yes No

Please indicate the condition of the barn: good shape

How big is the barn?

What is the present use of the barn? beef

What is the capacity of the barn, in terms of livestock? 140 head

- (viii) Indicate the manure storage facilities on the subject lands
  - Storage already exists
  - No storage required (manure/material is stored for less than 14 days)
  - Liquid
    - inside, underneath slatted floor
    - outside, with permanent, tight fitting cover
    - (treated manure/material) outside, no cover
    - outside, with a permanent floating cover
    - outside, no cover, straight-walled storage
    - outside, roof but with open sides
    - outside, no cover, sloped-sided storage
  - Solid
    - inside, bedded pack
    - outside, covered
    - outside, no cover, >= 30% DM
    - outside, no cover, 18-30% DM, with covered liquid runoff storage
    - outside, no cover, 18-30% DM, with uncovered liquid runoff storage

- (ix) Are there any barns on other properties within 450 meters (1,476.38 ft) of the subject lands?  Yes  No

If yes, these barns and distances to the subject property must be shown on the sketch. The following questions must be answered for each property containing a barn regardless of current use.

- (x) What type of farming has been conducted on this other property?

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- (xi) Indicate the number of tillable hectares on other property: \_\_\_\_\_

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- (xii) Indicate the size of the barn(s): \_\_\_\_\_

- (xiii) Capacity of barn in terms of livestock: \_\_\_\_\_

- (xiv) Manure Storage facilities on other property (see storage types listed in question above)

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Additional information will be required for Minimum Distance Separation (MDS) calculations – please discuss this with Planning Staff prior to submitting your application

## Zoning amendment process

**Purpose:** a zoning by-law amendment is required to change a zone symbol on a property to permit expanded or different land uses on a specific property. A zoning by-law amendment may also be requested to change a zone provision (setback or similar regulation) or general provision.

**Process:** Discuss your proposal with the municipal planning department prior to submitting your application. Make your application to the planning department along with the required fee. A planning staff report will be prepared and a public meeting will be set. The applicant will be advised of the time and date of this meeting and invited to make representation at this time in order to explain why the zoning amendment request is being made.

You can expect a decision on your application within 150 days. This time is used to review the application, set up a public meeting, post the required public notice, draft a zoning by-law amendment and ensure that all other required documentation is in order.

At least 20 days prior to the public meeting, notice of the public meeting is either sent to every assessed property within 120 metres (400 feet) of the subject property or a notice is placed in the appropriate local newspaper. The applicant or a representative must attend the public meeting to explain why the zoning amendment is required to members of the Council and the public, as well as answer any questions that may arise.

A site plan and agreement may be required to be negotiated prior to any further proceedings of the rezoning process. Following the public meeting and if Council is satisfied with the application, an amending by-law will be considered by Council. Should the by-law be passed, a notice of passing is prepared and sent to everyone on the first mailing list or published in the newspaper. A 20 day appeal period is required to be included in this notice to allow anyone to appeal the by-law to the Ontario Municipal Board.

Should your application not be approved by Council, you also have the right to appeal to the Local Planning Appeals Tribunal within the same 20 day appeal period. More information is available by contacting the municipal planning department or on the Web at: <http://elto.gov.on.ca/news/local-planning-appeal-tribunal/>

If the application is approved and no appeal is filed, a notice of no appeal is prepared and sent to the applicant at which time the process is now completed. A building permit would not be available for any works associated with the by-law until the appeal period has passed and if no appeals were filed.

### Zoning by-law amendment process summary

1. Pre-consultation (required by By-law 66-2012)
2. Submit application
3. Clerk sets a public meeting  
Notice sent to neighbours within 120 metres (400 feet) and various agencies, 20 days prior to public meeting.
4. Public meeting  
Applicant and/or agent should attend to resolve any potential concerns.  
Council will consider the proposal and may pass a by-law that meeting.
5. Appeal period  
After a Notice of Passing for the by-law amendment is sent to neighbours within 120 metres (400 feet) and agencies, 20 day appeal period begins.
6. Decision final  
If not appeal is filed with the Township within the appeal period, the process is complete and the zoning by-law amendment is in full force and effect.

\*\*\*please do not return this page\*\*\*



this proposal also includes adjusting EP boundary to align with SVCA boundary

existing barn convert to beef barn

existing horse barn

existing barn converted to shed

existing house to be demolished

6744m2 rezone area

proposed 500m2 outdoor storage

proposed 75m2 power room

proposed 675m2 shop

proposed gravel yard

tree buffer to be spaced min. 3m apart and a min. 2m high

proposed septic for shop and house

proposed 200m2 new house

ZONING TABLE		
APPLICATION	PERMIT/REQUIRED	PROPOSED
OFDU SITE AREA 2% OF LOT SIZE	2% of 100 acres= 8000m2 rezons area	6744 m2 proposed
BUILDING TOTAL TO A MAX OF 20% OF 2% OFDU	capped at 750 outdoor storage area must be within the 2%	750m2 shop 500m2 storage area proposed
PARKING SPACES 3.048 X 6.1 METERS	5 park spaces	5 park spaces
LOT COVERAGE	10 % lot coverage	under 2%
roll #	420709000509400	
Legal Description	CON 4 SWTSR LOT 234 TO 235	

Manassa S Martin  
712125 SOUTHGATE SRD 71  
CON 4 SWTSR  
420709000509400

Friday, August 30, 2024

Drawing Scale  
0.009" = 1'-0"

Drawn by: SMM

siteplan for zba



## The Corporation of the Township of Southgate Notice of Public Meeting and Complete application Concerning a Proposed Zoning By-law Amendment

**Take Notice** that the Council of the Corporation of the Township of Southgate has received a complete application for a Zoning By-law Amendment and is notifying the public pursuant to Section 34 of the Planning Act, R.S.O. 1990, as amended. Council will hold an **electronic public meeting** on:

**October 23, 2024, at 1:00 PM**

**The Purpose** of the rezoning is to allow a 750 square metre on farm diversified use on-site including the workshop and power room plus 500 square metres outdoor storage. The estimated 6,744 square metre rezoned area for the on farm diversified use would partially encroach into the Environmental Protection Zone boundary but is proposed outside the screening area identified in Saugeen Valley Conservation Authority Mapping. A new farmhouse is proposed to replace the existing house.

**The Effect** of the proposal is to rezone about 6,744 square metres of the subject lands to permit a 750 square metre workshop and power room as an on farm diversified use secondary to a proposed new farmhouse and barns on-site.

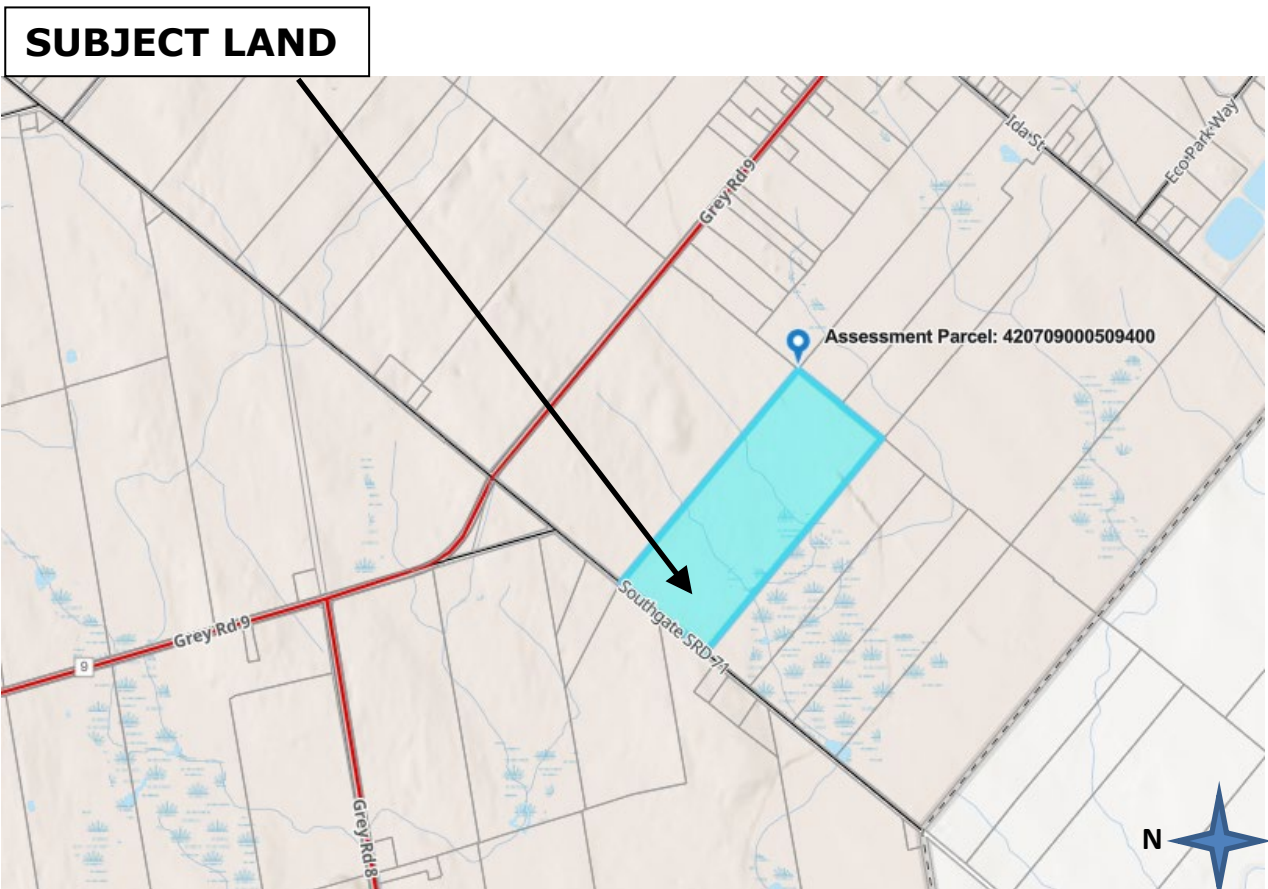
### Description of the Subject Land (C26-24)

**Registered Owner:** Manassa S Martin and Mary Martin

**Legal Description:** Con 4 SWTSR Lot 234 to 235, Geographic Township of Proton, Township of Southgate

**Civic Address:** 712125 Southgate Sideroad 71

### Key Map



Please join the electronic public meeting from your computer, tablet, or smartphone  
<https://zoom.us/j/95341385964?pwd=bDd6OTJWYSTGWnRESkxORUZwL25Ddz09>  
You can also dial in using your phone. Phone: +1 647 374 4685 Meeting ID: 953 4138 5964 Passcode: 336403

**NOTE:** To speak at the meeting or join electronically, please register in advance by contacting the Clerk, Lindsey Green using the contact information below:

[lgreen@southgate.ca](mailto:lgreen@southgate.ca) or 519-923-2110 ext. 230



The meeting will be livestreamed on the Township YouTube Channel:

<https://www.youtube.com/user/SouthgateTownship>

**Any person or public body** is entitled to attend the public meeting and make written or oral submissions in support of, or in opposition to, the proposed zoning by-law amendment. Persons wishing to make an oral submission to Council at the public meeting are invited to register with the Township Clerk (see contact information below). Written comments should also be addressed to the Clerk at the address below. **Please note that all submissions and the personal information contained therein will become part of the public record in their entirety and may be posted to Southgate's website.**

**Mandatory wording**

**If** you wish to be notified of the decision of Township of Southgate Council on the proposed zoning by-law amendment, you must make a written request to the Clerk of the Township of Southgate, 185667 Grey Rd 9, Dundalk, ON N0C 1B0.

**If** a person or public body would otherwise have an ability to appeal the decision of the Township of Southgate Council to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate before the by-law is passed, the person or public body is not entitled to appeal the decision.

**If** a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate 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.

Notwithstanding the above subsection 34(19) of the Planning Act defines the parties eligible to appeal the decision to the Ontario Land Tribunal.

**Additional Information and Comments**

Please submit written comments to the Clerk at the address shown below.

Lindsey Green, Clerk, [lgreen@southgate.ca](mailto:lgreen@southgate.ca), Phone: (519) 923-2110 ext. 230

Township of Southgate 185667 Grey Rd 9, Dundalk, ON N0C 1B0

Additional information is also available for public viewing on Southgate's website at <https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C26-24-Manassa-S-Martin> , at the Township of Southgate Administration Office during normal business hours, or by contacting the Municipal Planner at 519-923-2110 ext. 235. Please quote file: **C26-24**.

Dated at the Township of Southgate, this 24<sup>th</sup> day of September 2024.

**From:** [CA - Circulations](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Notice of Public Meeting - Zoning By-law Amendment Application C26-24 Manassa S Martin  
**Date:** September 24, 2024 12:38:29 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
**Importance:** Low

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**Your E-mail was Received on:** Tuesday, September 24, 2024

**Thank you for your email on:** Notice of Public Meeting - Zoning By-law Amendment Application C26-24 Manassa S Martin

The information that municipalities provide to Bell Canada is instrumental to the provisioning of telecommunications infrastructure and we appreciate the opportunity to be proactively engaged in development applications and infrastructure and policy initiatives.

Bell Canada will provide a response should any comments / input be required on the information included in the circulation received. Bell Canada kindly requests that even if a specific comment is not provided at this time that you continue to circulate us at [circulations@wsp.com](mailto:circulations@wsp.com) on any future materials related to this development project or infrastructure / policy initiative so that we can continue to monitor its progress and are informed of future opportunities for engagement.

**1) Bell Canada Responses to Pre-Consultation & Complete Development Application Circulations:**

**Pre-consultation Circulations**

Please note that Bell Canada does NOT generally comment on pre-consultation circulations unless the information provided identifies that a future draft plan of subdivision, draft plan of condominium and/or site plan control application will be required to advance the development proposal.

**Complete Application Circulations & Recirculations**

Please note that Bell Canada does NOT generally comment on the following development applications - official plan and zoning by-law amendments, part lot control, temporary use and interim control by-laws. However, Bell Canada does generally comment on site plan approval, draft plans of subdivision and draft plan of condominium applications.

Bell Canada will generally comment on recirculations where the change modifies the proposed residential dwelling unit count and/or non-residential gross floor area in a draft plan of subdivision, draft plan of condominium and/or site plan control application.

**2) Bell Canada Responses to Infrastructure and Policy Initiative Circulations:**

If required, a follow-up email will be provided by Bell Canada to outline any input to be considered on the infrastructure / policy initiative circulation received at this time.

**Concluding Remarks:**

If you have any other specific questions, please contact [planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca) directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for the provision of comments or other responses.

Should you have any questions, please contact the undersigned.

Yours Truly,



**Juan Corvalan**

**Bell Canada**

Senior Manager – Municipal Liaison

Network Provisioning

[planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca)

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**From:** Elisha Milne <emilne@southgate.ca>

**Sent:** Tuesday, September 24, 2024 4:34:40 PM

**To:** Six Nations of the Grand River <lonnybomberry@sixnations.ca>; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayne\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org <chad.aitken@bgcdsb.org>; Dina Lundy <dlundy@southgate.ca>; Enbridge <municipalplanning@enbridge.com>; Enbridge Gas <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmlrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com <Newdevelopment@rci.rogers.com>; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; Union Gas <ontugllandsinq@uniongas.com>; CA - Circulations <CA.Circulations@wsp.com>

**Cc:** Victoria Mance <vmance@southgate.ca>; Bill White <bwhite@tritoneng.on.ca>

**Subject:** Notice of Public Meeting - Zoning By-law Amendment Application C26-24 Manassa S Martin

Good afternoon,

Please find the below link for the application documents including the Notice of Public meeting for Zoning By-law Amendment Application C26-24 Manassa S Martin.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C26-24-Manassa-S-Martin>

The Public Meeting is scheduled **via Zoom** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

## Elisha Milne

Legislative & Planning Coordinator

### Township of Southgate

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



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-LAErnHhHzdJzBITWfa4Hgs7pbKI

October 10<sup>th</sup>, 2024

Elisha Milne  
Township of Southgate  
185667 Grey Road 9  
Dundalk, ON  
N0C 1B0

**RE: Zoning By-law Amendment C26-24  
Concession 4 SWTSR, Lot 234-235 (712125 Southgate Sideroad 71)  
Township of Southgate (Geographic Township of Proton)  
Roll: 420709000509400  
Owner: Manassa S Martin  
Applicant: Solomon Martin**

Dear Ms. Milne,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to allow a 750 square metre on farm diversified use on-site including the workshop and power room plus 500 square metres outdoor storage. The estimated 6,744 square metre rezoned area for the on farm diversified use would partially encroach into the Environmental Protection Zone boundary but is proposed outside the screening area identified in Saugeen Valley Conservation Authority Mapping. A new farmhouse is proposed to replace the existing house.

Schedule A of the County OP designates the subject lands as 'Rural'. Section 5.2.1(1) states,

*Permitted uses in the Agricultural land use type include:*

*c) On-farm diversified uses (See Table 7);*

In addition, Section 5.2.2(5) of the County OP states,

*MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law.*

The proposed on-farm diversified use is permitted within the Rural designation. It is recommended that the use conform to MDS, if indicated within the municipality's Zoning By-Law.

Section 5.2.2 Table 8 states that the on-farm diversified use shall be,

*The lessor of: 2% of the total size of the property, or a maximum combined area of the use of 8,000 square metres.*

Further, Section 5.2.2(17) of the County OP states,

*The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified uses) shall not exceed 20% of the total area of the on-farm diversified use.*

The subject property is approximately 40 hectares in size which would permit a total area of 8,000 square metres to be used for the proposed OFDU, including all parking, loading, buildings, servicing, and outdoor storage. The gross floor area for any structures would be limited to 1,600 square meters. The applicant's proposed expanded use will cover an area of 6,744 square metres and the proposed expanded shop would be 750 square metres, both of which conforms with the County OP; therefore, County Planning staff have no concerns.

Section 5.2.2(20) of the County OP states,

*Ministry of the Environment, Conservation and Parks (MECP) D-6 Guidelines, or any successor thereto, shall be considered for any new agricultural-related uses or on-farm diversified uses or an industrial nature in the Agricultural, Special Agricultural, or Rural land use types, to guide the separation of industrial uses from nearby dwellings, institutional uses, or other sensitive non-agricultural uses. Uses which are covered as normal farm practices by the Farming and Food Practices Protection Act (FFPPA) shall not be required to meet the D-6 Guidelines, provided they meet all required Provincial noise, air, water, and wastewater standards.*

Municipal staff shall review the applicability of the D-6 Guidelines to the proposed development.

Section 8.9.1(4) of the County OP states,

*The following hierarchy of water or sanitary servicing options will be used to evaluate any development applications within the County, except where specific exclusions are made through this Plan or where more detailed policies have been developed in a local official plan or secondary plan. The feasibility of the options will be considered in the following order of priority which will be assessed through a Servicing Options Study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-5-3 Series Guidelines, or any subsequent update to these Guidelines:*

- d) Individual on-site sewage services and individual on-site water services in accordance with the policies contained in Section 8.9.1.*

From a general planning perspective, it should be ensured that the subject property can safely provide on-site water and sewage servicing.

Schedule A of the County OP indicates that the subject lands contain 'Hazard Lands'. The proposed development is located partially within the Hazard Lands. The County Official Plan does not generally permit development within the Hazard Lands. However, the proposal also includes adjusting the Hazard Lands boundary to reflect the Conservation Authority's Hazard Lands boundary. Therefore, County Planning staff recommend receiving comments from the Conservation Authority to ensure that the boundary of the Hazard Lands can be adjusted and that the proposed development will be located outside of the Hazard Lands.

County Planning Ecology staff have reviewed the subject application and have a comment stating,

*The subject property contains and/or is adjacent to potential 'Habitat of Threatened and/or Endangered Species', 'Other Identified Wetlands', 'Significant Woodlands', 'Significant Wildlife Habitat', potential 'Fish Habitat', and 'Streams'. Additionally, the property is considered an Intake Protection Zone and a Significant Groundwater Recharge Area. County staff have reviewed the proposal and based on the site plan, the proposed development will be within adjacent lands to the identified natural heritage features and within a previously disturbed area. As such, it is County staff's opinion that the potential impact to this feature would be negligible, and the requirement for an EIS can be waived.*

*Please note it is the applicant's responsibility to ensure the endangered and threatened species policy referred to in the PPS has been appropriately addressed – "development and site alteration shall not be permitted in Habitat of endangered species and threatened species, except in accordance with provincial and federal requirements". While the County is not supportive of*

*development within Habitat of Threatened or Endangered Species, County staff are not the regulating authority under the Endangered Species Act. The applicant is advised to contact the Ministry of Environment, Conservation and Parks (MECP) at [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca) for further information on how to address this policy.*

*County ecology staff have no concerns with the application. If you have any questions or concerns regarding the above, please reach out to [ecology@grey.ca](mailto:ecology@grey.ca).*

Should the applicant seek to injure or destruct trees on lands that extend more than 15 metres from the outer edge of which a Building Permit has been issued, staff recommend consulting the County's Forestry Management By-law <http://grey.ca/forests-trails>. An exemption to the by-law includes the injuring or destruction of trees required in order to install and provide utilities to the construction or use of the building, structure or thing in respect of which a Building Permit has been issued.

Provided D-6 Guidelines can be addressed and that positive comments are received from the Conservation Authority to ensure that the boundary of the Hazard Lands can be adjusted and that the proposed development will be located outside of the Hazard Lands; County Planning staff have no concerns with the subject application.

The County requests notice of any decision rendered with respect to this file.

If you wish to discuss this matter further, please contact me.

Yours truly,



Derek McMurdie  
Planner  
(548) 877 0857  
[Derek.McMurdie@grey.ca](mailto:Derek.McMurdie@grey.ca)  
[www.grey.ca](http://www.grey.ca)



**From:** [Municipal Planning](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Notice of Public Meeting - Zoning By-law Amendment Application C26-24 Manassa S Martin  
**Date:** October 1, 2024 3:45:22 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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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 always call before you dig, see web link for additional details:  
<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Please continue to forward all municipal circulations and clearance letter requests electronically to [MunicipalPlanning@Enbridge.com](mailto:MunicipalPlanning@Enbridge.com).

Regards,

**Willie Cornelio** CET (he/him)

Sr Analyst, Municipal Planning  
**Engineering**

**ENBRIDGE**  
TEL: 416-495-6411  
500 Consumers Rd, North York, ON M2J1P8  
[enbridge.com](http://enbridge.com)  
**Safety. Integrity. Respect. Inclusion.**

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**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Tuesday, September 24, 2024 12:35 PM  
**To:** Six Nations of the Grand River <lonnybomberry@sixnations.ca>; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayne\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Dina Lundy <dlundy@southgate.ca>; Municipal Planning <MunicipalPlanning@enbridge.com>; Ontario Lands <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen

Ojibway Nation <associate.ri@saugeenobjibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>;  
ONTUGLLandsINQ <ONTUGLLandsINQ@enbridge.com>; WSP on behalf of Bell  
<circulations@wsp.com>

**Cc:** Victoria Mance <vmance@southgate.ca>; Bill White <bwhite@tritoneng.on.ca>

**Subject:** [External] Notice of Public Meeting - Zoning By-law Amendment Application C26-24  
Manassa S Martin

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Good afternoon,

Please find the below link for the application documents including the Notice of Public meeting for  
Zoning By-law Amendment Application C26-24 Manassa S Martin.

[https://www.southgate.ca/en/municipal-services/planning-applications-public-notice.aspx#C26-24-  
Manassa-S-Martin](https://www.southgate.ca/en/municipal-services/planning-applications-public-notice.aspx#C26-24-Manassa-S-Martin)

The Public Meeting is scheduled **via Zoom** for **October 23, 2024, at 1:00PM**. Please supply all  
comments on the above notification by **October 16, 2024**, so they may be included in the public  
agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)  
Fax: 519-923-9262 Attn: Elisha Milne  
Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



**Township of Southgate**

185667 Grey County Road 9,  
Dundalk, ON N0C 1B0

**Jim Ellis,**

**Public Works Manager / Risk Management Official**

**jellis@southgate.ca**



**Phone:** 519-923-2110 ext. 250

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Cell:** 519-378-3777

**Public Works Department**

Date: September 27, 2024

File No.: C26-24

Can a safe access be provided? Yes  No

Road Drainage Concern: None

Road Standard: Rural asphalt

Road Widening Necessary? Yes  No

Entrance Requirements: Commercial paved entrance required.

Load Restricted Road: Yes  No

Comments: \_\_\_\_\_

**Risk Management Office**

Property is located in a Well Head Protection Area:

- WHPA "A"
- WHPA "B"
- WHPA "C"
- WHPA "D"
- Not Applicable

Comments: \_\_\_\_\_

Signed: \_\_\_\_\_

Jim Ellis, Public Works Manager / Risk Management Official



## The Corporation of the Township of Southgate Notice of Virtual Public Meeting Concerning a Proposed Zoning By-law Amendment

**What:** The Township seeks input on proposed Zoning provisions to permit Additional Residential Units within the municipality.

**Public Meeting Date:** October 23, 2024, at 1:00 PM

**Location of the Public Meeting:** Please join the electronic public meeting from your computer, tablet, or smartphone at the below link:

<https://zoom.us/j/95341385964?pwd=bDd6OTJWYStGWnRESkxORUZwL25Ddz09>

You can also dial-in using your phone. **Phone:** [+1 647 374 4685](tel:+16473744685) **Meeting ID:** 953 4138 5964  
**Passcode:** 336403

### How can I participate in the Public Meeting?

Public participation is encouraged. To participate in the virtual meeting, please contact Lindsey Green, Clerk, by email at: [lgreen@southgate.ca](mailto:lgreen@southgate.ca) or by telephone at: 519-923-2110 ext. 230

### What if I can't attend the Public Meeting?

You can learn more about the proposed development by contacting the Township office, or by reading the materials on the website at the below link(s). You may choose to submit comments via letter or email after taking the time to learn about the proposed development. See the relevant contact information below:

Web Link: [Zoning By-law Amendment for Additional Residential Units](#)

### What can I expect at the Public Meeting?

The public meeting is an opportunity for members of the public to learn more about the proposed zoning rules for additional residential units that may be proposed in the Township of Southgate. Attendees can hear a brief presentation about the development, ask questions, and/or make statements either in favour of, or in opposition to the development. No decisions are made at this meeting, it is an opportunity to learn and provide feedback.

### What is being proposed through the application?

November 2022, and June 2024 the Province changed Ontario's Planning Act to require all municipalities allow up to two additional residential units in a detached house, semi-detached house or row house on lands serviced by municipal water and sewer, including one additional unit in a separate building on the same lot. The Planning Act limits parking and floor space rules municipalities can enforce on new additional residential units.

October 20, 2024 [Provincial Planning Statement 2024](#) will apply in Ontario. Section 4.3.2 (5) states that where "a residential dwelling is permitted on a lot in a prime agricultural area, up to two additional residential units *shall be permitted* in accordance with Provincial guidance". Additional residential units are in addition to farm worker housing that may be allowed.

The Township Zoning By-law currently allows a secondary unit and an accessory apartment in certain locations but needs to be amended to comply with changes to the Planning Act and to be consistent new Provincial Planning policies.

At its [August 7, 2024 meeting](#) Council considered a [Planning Report on Additional Residential Units](#) to update the Township Zoning Bylaw to comply with the Planning Act and address proposed policy in [Provincial Planning Statement 2024](#) to apply in Ontario on October 20, 2024. Council passed a resolution public meeting be held on amending the Township Zoning Bylaw to permit:

1. Up to two additional residential units on a single detached, semi-detached and street townhouse lot with municipal water and sewer services including maximum one dwelling unit in a detached building.
2. Up to two additional residential units on an agricultural lot containing a detached dwelling including maximum one dwelling unit in a detached building located within 60 metres of a the farm cluster.
3. One additional residential unit within an existing single detached dwelling or in a detached building in the interior side or rear yard in a Residential Type 6 zone.



## The Corporation of the Township of Southgate Notice of Virtual Public Meeting Concerning a Proposed Zoning By-law Amendment

The proposed Zoning Bylaw amendment also contains certain new zoning regulations apply to any new additional residential unit. The and the Ontario Building Code and other governing rules and permits continue to apply.

The effect of Zoning By-law amendment will be to allow additional residential units in accordance with Provincial Law and Legislation on applicable residential properties with municipal water and sanitary sewer services, agricultural properties where a single detached dwelling is permitted, and on lots zoned Residential Type 6 on private well and septic under certain conditions.

To support this proposal, a [Planning Report on Additional Residential Units](#) is available on the [Township Planning Applications and Public Notices Website Link](#).

### **Why is this Public Meeting being held and what are your rights?**

In Ontario, the planning and development process is open and transparent, where opinions from all individuals and groups are welcomed. To change its policies and zoning rules the Township must hold a public meeting. This meeting is one of your chances to learn about the proposed changes and offer your opinions. Under the legislation covering this process, you have the following rights:

1. Attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment.
2. If a person or public body would otherwise have an ability to appeal the decision of the Township of Southgate to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate before the Township Zoning By-law amendment is approved or refused, the person or public body is not entitled to appeal the decision.
3. If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate before the Township Zoning By-law amendment is approved or refused, 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 add the person or public body as a party.
4. Section 17(36) and Section 34(19) define the parties that are eligible to appeal the decision on the Zoning By-law amendment to the Ontario Land Tribunal.
5. If you wish to be notified of the decision of the Council of the Township of Southgate on the proposed Township Zoning By-law Amendment, you must make a written request to the Township of Southgate using the contact information noted above, and quote File **C9-24**.

If you have questions, please do not hesitate to contact Township staff, who can answer questions on the proposed changes, or the planning process.

Notice dated this **24<sup>th</sup> day of September 2024** at the Township of Southgate.

### **A note about information you may submit to the Township:**

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), all information provided for, or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record, including resident deputations. This information may be posted on the Township or County websites, and/or made available to the public upon request. **Please note that all submissions and the personal information contained therein will become part of the public record in their entirety and may be posted to Southgate's website.**

Please be aware that the public meeting may be broadcast online and may be recorded.

Lindsey Green, Clerk  
[lgreen@southgate.ca](mailto:lgreen@southgate.ca)  
Township of Southgate  
185667 Grey Rd 9,  
Dundalk, ON N0C 1B0  
Phone: (519) 923-2110 ext. 230



## **Staff Report PL2024-065**

**Title of Report:** PL2024-065 Additional Residential Units (ARU's)  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** August 7, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2024-065 for information with accompanying regulations as outlined in the report; and

**That** Staff prepare a notice of public meeting to amend the Township Zoning By-law to permit:

1. Up to two (2) additional residential units on a single detached, semi-detached and street townhouse lot with municipal water and sewer services including maximum one (1) dwelling unit in a detached building.
2. Up to two (2) additional residential units on an agricultural lot containing a detached dwelling including maximum one (1) dwelling unit in a detached building located within 60 meters of the farm cluster.
3. One (1) additional residential unit within an existing single detached dwelling or in a detached building in the interior side or rear yard in a Residential Type 6 zone.

**Property Location:** Affects all properties in the Township.

**Subject Lands:** Residential properties with municipal water and sewer, and potentially agricultural and rural estate properties with private well and septic.

**The Proposal:** [Bill 23](#) (Royal Assent November 28, 2022) states municipal Official Plan (OP) policies must permit, and Council has no authority to prohibit in a Zoning By-law:

1. Two (2) ARUs in a detached house, semi-detached house, or row house on land with municipal water and sanitary sewer.
2. Above can include one (1) residential unit in a separate accessory building on the same fully serviced lot as a detached house, semi-detached house, or row house.
3. Parking requirement for ARUs of one (1) space per unit.
4. No minimum floor area regulation allowed for ARUs.

Bill 23 also states policies and provisions for ARUs can not be appealed to the Ontario Land Tribunal (OLT).

[Bill 185](#) (Royal Assent June 6, 2024) amended the *Planning Act* Section 35.1(2) to allow the Minister to enact rules overriding local zoning restrictions regarding ARUs.

Municipalities across Ontario are implementing policies and regulations for *ARUs*. Some municipalities have extended policies and regulations to rural areas. The **proposed [Provincial Planning Statement 2024](#)** allows ARUs on agricultural lands. This report proposes amendments to the Township Zoning By-law for ARUs.

**Background:** Since 2021, the Province has actively pursued its goal of building 1.5 million new homes by 2031. Ontario housing policy and legislative initiatives include:

- [Bill 23 the More Homes Built Faster Act, 2022 \(Royal Assent November 28, 2022\)](#)
- [Bill 97 Helping Homebuyers Protecting Tenants Act \(Royal Assent June 8, 2023\)](#)
- [Bill 185 Cutting Red Tape to Build More Homes Act \(Royal Assent June 6, 2024\)](#)
- [Provincial Planning Statement 2024 \(Approval Pending\)](#).

In addition to the mandate in regarding ARUs in detached, semi-detached and row dwellings with municipal water and sewer as outlined above, it also states development charges cannot be collected for ARUs.

Bill 185 further limits municipal zoning controls on ARUs on private services and allows the Minister to pass regulations to override local zoning. The intent is to ensure lot size and lot coverage is not used restrictively to prohibit ARUs.

Grey County prepared a guidance document on ARUs with recommended policies and zoning rules. Township OP policy permits one ARU in urban areas with some restrictions, a permanent second house on a farm property for a full-time labourer, and ARUs in the main house or accessory building within the farm cluster. The Township Zoning By-law only allows one secondary dwelling in an Agricultural zone. Other lower tier municipalities are at various stages approving ARUs and were considered in developing including Grand Valley, Town of Minto.

This report suggests updates to various sections of the Zoning By-law to implement Provincial mandates and attempt to address pending new planning policy.

**Provincial Policy Statement (PPS 2020):** The PPS support the proposed changes. Healthy livable communities through mix of housing types 1.1.1, municipalities to provide a mix of housing types and options through intensification 1.4.3.

**County Official Plan:** Amendment #11 was approved in 2022 just before Bill 23 came into effect. The amendment focused on second units, tiny homes and garden suites encouraging housing in the following ways:

- Local municipal policy development to integrate ARUs into neighbourhoods.

- Allow two (2) ARUs in Primary and Secondary settlements, Rural and Agricultural areas, as well as inland lake and shoreline areas.
- Specify policies for ARUs mainly on lots without municipal services.

**Township Official Plan:** Section 5.2.1.2 (11) ARUs permits:

- “An additional residential unit in the form of an apartment” in a detached, semi-detached, townhouse if issues of parking congestion, snow storage and streetscape are addressed.
- Regulations on ARUs to be included in the Zoning By-law.
- Sections 3.4.2 and 3.4.3 encourage intensification, conversion of dwellings, affordability, provision of rental accommodation.
- Other sections encourage efficient use of infrastructure, variety of housing types.

**Zoning By-law:** Some ARU provisions are included as follows:

1. Agricultural-1 zones allow one secondary apartment subject to rules in 6.13 to ensure proper private serving, building permit and one parking spot.
2. Residential 1 and Residential 2 zones permit “an accessory apartment” subject to rules (5.24) that ensure structural suitability, protect front and side yard projections toward a street, maintain architectural character, ensure staircases in rear yard not visible from street, and require additional parking.
3. The Residential-3 zone allows semi-detached and up to four-unit buildings subject to specific regulations on lot area, frontage, and other requirements, but does not permit single family detached dwellings.

Subject to some changes to regulations in Section 5.24, A-1, R1, R2 and R3 zones could allow ARUs in some form.

The Residential -4 zone allows only apartments on full municipal services subject to regulations on frontage, area and building setbacks, minimum floor area, 40% lot coverage, 11-meter building height and provisions related to landscaped open space, play space and privacy yards. R4 zones could not allow ARUs.

The Residential -5 zone allows one single detached dwelling on a lot but does not permit accessory apartments. The provincial mandate would allow up to two (2) ARUs in R5 zones if municipal water and sewer is available.

Residential -6 zones apply in rural areas where homes have private well and septic systems. R6 zones would not allow ARUs through the provincial mandate unless wording is specifically added to the Zoning By-law. Council has approved rezoning applications for garden suites as temporary uses for up to 20 years in 10-year increments. In the past ARUs in these areas have typically been garden suites approved as temporary uses.



**Staff Review:**

It is important rules be specified in the Township Zoning By-law for ARUs. For urban areas with municipal water and sewer services, standards imposed by the Province can be augmented. The proposed definition of ARU mirrors obligations in the *Planning Act* for dwelling units with municipal water and sewer. Part of the definition will address ARUs on private well and septic. All ARUs are to be for long term rental purposes only based on the proposed definition in the Township's By-law.

For ARUs in agriculture (prime) and rural areas, the Provincial mandate is clearer in the proposed 2024 Planning Statement. Municipalities can decide if ARUs should be allowed. Proposed section 4.3.2 #5, allows maximum of two (2) ARUs that comply with Minimum Distance Separation (MDS), do not hinder agricultural use, have proper private sewage and water services, are limited in scale, and close to the farm cluster to minimize loss of productive land.

**ARUs on Municipal Water and Sewer**

It is not proposed to remove "accessory apartments" as permitted uses in Residential 1 and Residential 2 zones, but to revise Section 5.24 zone rules for "accessory apartments" in favour of new rules for ARUs.

The following summarizes recommended zoning standards for up to two (2) ARUs in urban areas with municipal water and sewer:

- Define ARUs in Section 3 of the Zoning By-law.
- Repeal and replace Section 5.24 permitting "Accessory Apartments."
- Add one (1) ARU as a permitted "Accessory use" in Section 5.1.
- Permit up to two (2) ARUs on the "same property" as a single detached, semi-detached or townhouse subject to the following provisions:
  - a) The primary dwelling is connected to municipal water and sanitary sewer as are all ARUs, and the Building Code is met.
  - b) Required building setbacks, lot coverage and building height provisions in the original zone of the primary dwelling are met. Maximum lot coverage may be increased to 45% where an ARU is provided in an accessory structure without need for a minor variance.
  - c) Setbacks and other provisions for accessory buildings in Section 5.1 apply to the maximum one (1) ARU allowed in a separate building.
  - d) Subject to Building Code provisions, an ARU can be in a basement but not a cellar (floor to ceiling height more than 50% below grade).
  - e) One parking space per ARU is required meeting the size and location provisions in Section 5.7.

- f) A one (1) meter wide hard surface path is to be provided from the ARU parking space to the front door of the unit, and the unit must be identified with a small visible sign with civic address to assist emergency response.

These provisions may be “over-riden” by Minister provisions that may be published pursuant to Bill 185.

The following is picture of an ARU for a detached home in another municipality. Note the available parking space and the hard surface path to the side where the access to the basement ARU is provided. The ARU is not visible from the street.



Staff is reviewing the impact of proposed ARU requirements for lands subject to the Minister’s Zoning Order. These lots are much smaller than the R1 zone and tend to host purpose built larger homes that may limit opportunity for ARUs.

#### ARUs in Agriculture and Rural Areas

Currently the Agricultural 1 zone (6.13) allows one secondary apartment with very limited controls on the siting or size of the unit. Wording in the A-1 zoning will be updated to comply with proposed new planning policy applicable to ARUs. The following summarizes recommended zoning standards for up to two additional units in the A1 and R6 zones:

- Permit up to two (2) ARUs in an A1 zone where a single detached dwelling is permitted subject to the provisions of Section 6.2 (farm parcel provisions) and the following:

- a) ADUs are to be located within the farm building cluster in compliance with minimum front, rear and side yards, but in no case less than the existing yards applicable to the primary dwelling.
- b) Maximum one (1) ARU may be in the existing single detached home.
- c) Maximum height of a separate ARU structure is one storey.
- d) All ARUs shall have less gross floor area than the primary dwelling.
- e) One parking space per ARU is provided within the farm building cluster in compliance with Section 5.7 using an existing driveway.
- f) Building Code provisions are met and private well and septic systems appropriate.
- g) Provisions for a hard surface path to the unit are not included, but any ARUs are to be identified by a small visible sign.

Below is a rural ARU associated with a farmhouse in another municipality. The ARU is above the three-bay garage which is shared by the owners of the main residence and the ARU occupant.



- Allow maximum one (1) ARU in an R6 zone, or A-1 zone where provisions of 6.12 apply (less than two-hectare lot area), subject to the following:
  - a) The ARU shall be located within the gross floor area of the existing detached dwelling unless within a garden suite where the minimum front, rear and side yards shall be equal to or larger than the primary dwelling.
  - b) Maximum height is one storey and maximum 60 square meter (645ft<sup>2</sup>) gross floor area of an ARU as a garden suite.
  - c) Maximum lot coverage for the primary dwelling in the original zone applies.
  - d) One parking space is provided for the ARU in compliance with Section 5.7.

- e) Existing garden suites legally approved as a temporary use may be retained permanently provided, they are relocated to comply with new zoning rules.
- f) Building Code provisions are met and private well and septic systems appropriate.
- g) A one (1) meter wide hard surface path is to be provided from the ARU parking space to the front door of the unit, and the unit must be identified with a small visible sign with civic address to assist emergency response.

On rural estate lots and smaller agricultural parcels only one (1) ARU is recommended to retain space for existing well and septic and to ensure parking can be provided. New garden suites would not be restricted by the 20-year time limit, while previously approved (mobile and temporary) garden suites can become permanent when they are relocated, if necessary to meet the new rules.

**Conclusion:** ARUs can be an excellent source of affordable rental housing, and the definition to be added to the Zoning By-law requires units be for long term rental purposes only. The proposed amendment implements the Provincial mandate for ARUs on lots with municipal water and sewer. Options for ARUs on lots with private well and sewage and on Agricultural-1 Zone properties are suggested.

Public notice is required under the *Planning Act* to implement new zoning rules, but there is no appeal on the Provincially mandated ADUs on lots with municipal water and sewer services.

Respectfully Submitted,

Prepared by: Senior Planner (on behalf of Township of Southgate)	<b><i>Original Signed By</i></b> _____ Bill White, MCIP, RPP Triton Engineering Services
Approved by: Senior Manager of Development and Community Services	<b><i>Original Signed By</i></b> _____ Kenneth Melanson, RPP, MCIP
Approved by: Chief Administrative Officer (CAO)	<b><i>Original Signed By</i></b> _____ Dina Lundy

- Attachments:** Attachment 1 - Draft Zoning By-law Amendment  
Attachment 2 - County Additional Dwelling Unit Position Paper

**Attachment 1 – Draft Zoning By-law Amendment (Additional Residential Units (ARUs))**

**Add to Section 3, Definition of** “Additional Residential Unit” shall be a Dwelling Unit as defined in this bylaw located on the same lot as existing single detached, semi-detached and townhouse dwelling (freehold owned townhouse) available for long term rental purposes only where municipal water and sewer services are available, and where private well and sewage disposal services are provided to a single detached dwelling shall be a Dwelling Unit available for long term rental purposes only located on the same lot as a primary single detached dwelling.

**Add to Section 5.1 Uses Permitted Accessory Uses** (ix) one additional residential unit in a detached accessory building with maximum building height of one storey unless located above the main floor of a garage where all floor area of the additional residential unit shall be confined to one storey.

**That current zone rules in Section 5.24 be repealed and replaced with proposed zone rules in a new section 5.24 as follows:**

<b>Current Zone Rules Section 5.24</b>	<b>Proposed Zone Rules Section 5.24</b>
5.24 Accessory Apartments	5.24 Additional Residential Units in zones with municipal water and sanitary sewer.
Wherever an accessory apartment is permitted by this By-law, such an accessory apartment shall only be constructed or used in accordance with the following:	Notwithstanding any permitted use for an accessory apartment, up to two additional residential units shall be permitted on the same property as a single detached, semi-detached or townhouse dwelling permitted in the applicable zone on its own separate parcel of land subject to the following:
(a) For conversion of an existing dwelling, the structure shall be certified to be structurally adequate for such alteration or remodeling and meet all the requirements of the Building Code to the satisfaction of the Chief Building Official.	(a) The existing primary dwelling is connected to municipal water and sanitary sewer, the additional residential unit is also connected to water and sanitary sewer, and all applicable permits are obtained under the Ontario Building Code.
(b) Additions to accommodate the installation of an accessory apartment are permitted, but shall not project closer to a front lot line or an exterior side lot line than the existing dwelling.	(b) The required side, rear and front yard, lot coverage and maximum height requirements in the original zone of the primary dwelling shall apply to any additional dwelling unit, except where an additional dwelling unit is to be located in a detached building required lot coverage is increased to 45% maximum.

(c) External alterations of the building shall preserve the general appearance and character of the building.	(c) The provisions of Section 5.1 for accessory uses shall apply to one additional residential dwelling located in a detached building or structure.
(d) Exterior staircases shall be located in a rear yard and shall not be visible from the street.	(d) Subject to the requirements of the Ontario Building Code, an additional dwelling unit may be established in a basement as defined in this bylaw but shall not be located in any cellar as defined in this bylaw.
(e) Off-street parking is provided as set out in Subsection 5.7 of this By-law and within the front or side yard of the lot in which the building is situated and shall not be permitted to be provided in tandem to the parking of the principle dwelling.	(e) The required number of parking spaces for an additional residential unit shall be one space per unit, which shall be otherwise in compliance with Section 5.7 (b) to (i) of this bylaw.
	(f) A hard surfaced pathway at least 1 metre wide shall be provided from the entrance of the Additional Dwelling Unit to the required parking stall.
	(g) No additional residential unit shall be occupied unless said unit is identified by one visible unlit sign displaying the civic address and directions to the unit such sign to be between 0.2m minimum and 0.5m maximum in height and no larger than 0.2 square meters in area.

**That the following be added to the new Section 5.24:**

**“5.24.1 Additional Residential Units in Agricultural-1 Zones where private well and sewage disposal systems are provided.**

(a) That the words “One Secondary dwelling unit is” in section 6.1(k) be replaced with the words “Maximum two additional dwelling units where a single detached dwelling is” so as to read:

“(k) Maximum two additional dwelling units where a single detached dwelling is permitted – see 6.13.”

(b) That section 6.13 be repealed and replaced with the following:

### **6.13 Regulations for Additional Dwelling Units permitted in Section 6.1 (k).**

- a) No additional residential unit shall be established or occupied except in compliance with the following:
  - i. The additional dwelling unit is located within 50 meters maximum of the farm building cluster.
  - ii. Minimum front, rear and side yards, and maximum lot coverage shall comply with section 6.2 but in no case shall the minimum front yard or side yard abutting an improved street be less the existing yard of the primary dwelling.
  - iii. Only one additional dwelling may be in the existing primary single detached dwelling except that no more than 50% of the total floor area may be located in a cellar as defined in this bylaw.
  - iv. Maximum height of a separate additional dwelling unit structure is one storey unless located above an accessory garage in which case the entire gross floor area of the additional dwelling unit shall be located maximum one storey above the garage.
  - v. All additional dwelling units shall have a maximum gross floor area less than the primary dwelling.
  - vi. One parking space per additional dwelling unit is provided in compliance with Section 5.7 using an existing driveway.
  - vii. Building Code provisions are met and private well and septic systems appropriate.”
  - viii. The additional residential unit is identified by one visible unlit sign displaying the civic address and directions to the unit such sign to be between 0.2m minimum and 0.5m maximum in height and no larger than 0.2 square meters in area.
  - ix. Any garden suite legally approved as a temporary use pursuant to previous zoning bylaw amendment may be retained permanently provided the garden suite is relocated to comply applicable provisions in 5.24.1 (a).

### **5.24.2 Regulations for One Additional Dwelling Unit permitted on an Existing Lot having lot area less than Two Hectares under Section 6.12, or as a permitted use in Section 13.1 (a) for a Residential Type 6 (R6):**

- a) No additional residential unit shall be established on a lot having lot having less than Two Hectares under Section 6.12, or on the same lot as a use permitted in Section 13.1.(a) except in compliance with the following:

- i. The provisions of Section 6.13 (a) iii through ix shall apply to maximum one additional residential unit permitted on the same lot as a single detached dwelling.
- ii. Notwithstanding provisions in 6.13 iv maximum building height of any additional dwelling unit constructed as a garden suite is one storey and maximum gross floor area is 60 square meters (645ft<sup>2</sup>)
- iii. Any garden suite legally approved as a temporary use under a previous zoning bylaw amendment may be retained permanently on the same lot provided the garden suite is relocated to comply applicable provisions in 5.24.2 (a).



**From:** [CA - Circulations](#)  
**To:** [Elisha Milne](#)  
**Subject:** Bell - Township Zoning By-law Amendment C9-24 Additional Residential Units  
**Date:** September 30, 2024 12:48:11 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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Good Afternoon Ms. Milne,

Thank you for circulating Bell Canada on the Notice of Public Meeting and documents for Zoning By-law Amendment Application (C9-24). Bell appreciates the opportunity to engage in infrastructure and policies initiatives across Ontario. While we do not have any specific comments or concerns pertaining to this initiative at this time, we would ask that Bell continue to be circulated on any future materials and/or decisions related to this matter at [CA.circulations@wsp.com](mailto:CA.circulations@wsp.com).

If you have any other specific questions, please contact [planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca) directly.

*Please note that this circulations email account is managed by WSP on behalf of Bell Canada.*

---

**From:** Elisha Milne <[emilne@southgate.ca](mailto:emilne@southgate.ca)>  
**Sent:** Tuesday, September 24, 2024 1:15 PM  
**To:** [grca@grandriver.ca](mailto:grca@grandriver.ca); Six Nations of the Grand River <[lonnybomberry@sixnations.ca](mailto:lonnybomberry@sixnations.ca)>; [clerk@greyhighlands.ca](mailto:clerk@greyhighlands.ca); Denise Holmes <[dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)>; Meghan Townsend <[mtownsend@townofgrandvalley.ca](mailto:mtownsend@townofgrandvalley.ca)>; [nmartin@amaranth.ca](mailto:nmartin@amaranth.ca); [clerk@westgrey.ca](mailto:clerk@westgrey.ca); Karren Wallace <[KWallace@wellington-north.com](mailto:KWallace@wellington-north.com)>; Planner Dufferin County ([planner@dufferincounty.ca](mailto:planner@dufferincounty.ca)) <[planner@dufferincounty.ca](mailto:planner@dufferincounty.ca)>; [Clerk@dufferincounty.ca](mailto:Clerk@dufferincounty.ca); [jennifera@wellington.ca](mailto:jennifera@wellington.ca); Aakash Desai <[adesai@southgate.ca](mailto:adesai@southgate.ca)>; Bell Canada ROWCC <[rowcentre@bell.ca](mailto:rowcentre@bell.ca)>; Bluewater District School Board <[shelley\\_crummer@bwdsb.on.ca](mailto:shelley_crummer@bwdsb.on.ca)>; Bluewater District School Board <[jayme\\_bastarache@bwdsb.on.ca](mailto:jayme_bastarache@bwdsb.on.ca)>; Brenna Carroll <[bcarroll@southgate.ca](mailto:bcarroll@southgate.ca)>; [chad.aitken@bgcdsb.org](mailto:chad.aitken@bgcdsb.org); Dina Lundy <[dlundy@southgate.ca](mailto:dlundy@southgate.ca)>; Enbridge <[municipalplanning@enbridge.com](mailto:municipalplanning@enbridge.com)>; Enbridge Gas <[ONTLands@enbridge.com](mailto:ONTLands@enbridge.com)>; Fire Chief <[firechief@southgate.ca](mailto:firechief@southgate.ca)>; Group\_PlanningDeptEmails <[Group\\_PlanningDeptEmails@grey.ca](mailto:Group_PlanningDeptEmails@grey.ca)>; Haudenosaunee <[info@hdi.land](mailto:info@hdi.land)>; Historic Saugeen Metis <[hsmlrcc@bmts.com](mailto:hsmlrcc@bmts.com)>; Hydro One <[landuseplanning@hydroone.com](mailto:landuseplanning@hydroone.com)>; Jim Ellis <[jellis@southgate.ca](mailto:jellis@southgate.ca)>; Juanita Meekins <[juanita.meekins@saugeenojibwaynation.ca](mailto:juanita.meekins@saugeenojibwaynation.ca)>; Ken Melanson <[kmelanson@southgate.ca](mailto:kmelanson@southgate.ca)>; Kevin Green <[kgreen@southgate.ca](mailto:kgreen@southgate.ca)>; Lacy Russell <[lrussell@southgate.ca](mailto:lrussell@southgate.ca)>; Lindsey Green <[lgreen@southgate.ca](mailto:lgreen@southgate.ca)>; Meagan Bruce <[M.Bruce@publichealthgreybruce.on.ca](mailto:M.Bruce@publichealthgreybruce.on.ca)>; Metis Nation of Ontario <[consultations@metisnation.org](mailto:consultations@metisnation.org)>; MMAH <[Tyler.Shantz@ontario.ca](mailto:Tyler.Shantz@ontario.ca)>; [Newdevelopment@rci.rogers.com](mailto:Newdevelopment@rci.rogers.com); Ontario Power Generation <[Executivevp.lawanddevelopment@opg.com](mailto:Executivevp.lawanddevelopment@opg.com)>; Phil Schram <[pschram@southgate.ca](mailto:pschram@southgate.ca)>; Saugeen Ojibway Nation <[associate.ri@saugeenojibwaynation.ca](mailto:associate.ri@saugeenojibwaynation.ca)>; SVCA Planning <[southgate@svca.on.ca](mailto:southgate@svca.on.ca)>; Union Gas <[ontugllandsinq@uniongas.com](mailto:ontugllandsinq@uniongas.com)>; Victoria Mance <[vmance@southgate.ca](mailto:vmance@southgate.ca)>; WSP on

behalf of Bell <[circulations@wsp.com](mailto:circulations@wsp.com)>; Municipality of West Grey <[info@westgrey.com](mailto:info@westgrey.com)>

**Cc:** Bill White <[bwhite@tritoneng.on.ca](mailto:bwhite@tritoneng.on.ca)>

**Subject:** Township Zoning By-law Amendment C9-24 Additional Residential Units

Good afternoon,

Please find the below link for the Notice of Public Meeting and supporting documents for Zoning By-law Amendment Application C9-24 Additional Residential Units.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C9-24-Township-Additional-Residential-Unit-Amendment>

The Public Meeting is scheduled **via Zoom only** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

Thank you,

## **Elisha Milne**

Legislative & Planning Coordinator

### **Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



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**From:** [CA - Circulations](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Township Zoning By-law Amendment C9-24 Additional Residential Units  
**Date:** September 24, 2024 1:19:19 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
**Importance:** Low

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**Your E-mail was Received on:** Tuesday, September 24, 2024

**Thank you for your email on:** Township Zoning By-law Amendment C9-24 Additional Residential Units

The information that municipalities provide to Bell Canada is instrumental to the provisioning of telecommunications infrastructure and we appreciate the opportunity to be proactively engaged in development applications and infrastructure and policy initiatives.

Bell Canada will provide a response should any comments / input be required on the information included in the circulation received. Bell Canada kindly requests that even if a specific comment is not provided at this time that you continue to circulate us at [circulations@wsp.com](mailto:circulations@wsp.com) on any future materials related to this development project or infrastructure / policy initiative so that we can continue to monitor its progress and are informed of future opportunities for engagement.

**1) Bell Canada Responses to Pre-Consultation & Complete Development Application Circulations:**

**Pre-consultation Circulations**

Please note that Bell Canada does NOT generally comment on pre-consultation circulations unless the information provided identifies that a future draft plan of subdivision, draft plan of condominium and/or site plan control application will be required to advance the development proposal.

**Complete Application Circulations & Recirculations**

Please note that Bell Canada does NOT generally comment on the following development applications - official plan and zoning by-law amendments, part lot control, temporary use and interim control by-laws. However, Bell Canada does generally comment on site plan approval, draft plans of subdivision and draft plan of condominium applications.

Bell Canada will generally comment on recirculations where the change modifies the proposed residential dwelling unit count and/or non-residential gross floor area in a draft plan of subdivision, draft plan of condominium and/or site plan control application.

**2) Bell Canada Responses to Infrastructure and Policy Initiative Circulations:**

If required, a follow-up email will be provided by Bell Canada to outline any input to be considered on the infrastructure / policy initiative circulation received at this time.

**Concluding Remarks:**

If you have any other specific questions, please contact [planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca) directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for the provision of comments or other responses.

Should you have any questions, please contact the undersigned.

Yours Truly,



**Juan Corvalan**

**Bell Canada**

Senior Manager – Municipal Liaison

Network Provisioning

[planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca)

---

**From:** Elisha Milne <emilne@southgate.ca>

**Sent:** Tuesday, September 24, 2024 5:15:28 PM

**To:** grca@grandriver.ca <grca@grandriver.ca>; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; clerk@greyhighlands.ca <clerk@greyhighlands.ca>; Denise Holmes <dholmes@melanctontownship.ca>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; nmartin@amaranth.ca <nmartin@amaranth.ca>; clerk@westgrey.ca <clerk@westgrey.ca>; Karren Wallace <KWallace@wellington-north.com>; Planner Dufferin County (planner@dufferincounty.ca) <planner@dufferincounty.ca>; Clerk@dufferincounty.ca <Clerk@dufferincounty.ca>; jennifera@wellington.ca <jennifera@wellington.ca>; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org <chad.aitken@bgcdsb.org>; Dina Lundy <dlundy@southgate.ca>; Enbridge <municipalplanning@enbridge.com>; Enbridge Gas <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com <Newdevelopment@rci.rogers.com>; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; Union Gas <ontugllandsinq@uniongas.com>; Victoria Mance <vmance@southgate.ca>; CA - Circulations <CA.Circulations@wsp.com>; Municipality of West Grey <info@westgrey.com>

**Cc:** Bill White <bwhite@tritoneng.on.ca>

**Subject:** Township Zoning By-law Amendment C9-24 Additional Residential Units

Good afternoon,

Please find the below link for the Notice of Public Meeting and supporting documents for Zoning By-law Amendment Application C9-24 Additional Residential Units.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C9-24-Township-Additional-Residential-Unit-Amendment>

The Public Meeting is scheduled **via Zoom only** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

Thank you,

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

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-LAEmHhHzdJzBITWfs4Hgs7pbKI

October 10, 2024

Ken Melanson  
Township of Southgate

**RE: Zoning By-Law Amendment C9-24**  
**Zoning By-Law Update: Additional Residential Unit Regulations**  
**Applicant: Township of Southgate**

Dear Mr. Melanson,

This correspondence is in response to the above noted applications. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject amendment would be to update the Township's Zoning By-Law to permit 'Additional Residential Units' (ARU's) in accordance with the Provincial legislation and to facilitate alignment with the County's Official Plan.

It is noted that the in 2022 and 2023, the County undertook a review of Provincial ARU policies, and how they have been implemented throughout different municipalities across Ontario. In partnership with the University of Guelph, students also undertook a survey and interviews with Planning and Building staff both inside and outside of the County to understand best practices for considering ARU's. As a result of this work, the students developed an ARU report, which is available [here](#). County staff further refined that work to create a Technical Guideline document that outlines a template for OP and Zoning considerations for municipalities to use as a starting point for internal and external ARU discussions.

Generally speaking, County staff are supportive of the proposed amendments put forward by Township staff, which appear to demonstrate alignment with the County's Official Plan, as well as both the current PPS and proposed 2024 PPS. County staff would acknowledge a few points below for further consideration:

1. **Lot Size / Private Servicing** - County staff acknowledge that there may be concerns with locating ARU's on smaller residential parcels that are serviced solely by private servicing. Generally, staff would recommend considering

minimum lot sizes for proposed ARU's on privately serviced lots. Section 8.9.1 (18) of the County's OP states:

*Municipalities may choose to require a nitrate study for additional residential units on lots less than 0.4 hectares in size.*

On the above, municipalities may wish to consider a minimum lot size where “up to” one ARU is permitted on private services; and a larger minimum lot size where up to two ARU's may be permitted. Where a minor variance or zoning by-law amendment is proposed to amend sizing criteria, County staff would recommend that a nitrate study be required to ensure that new units can be safely serviced, without impacts to surrounding lands.

2. **Basement / Cellar units** – Historically, some zoning by-laws have differentiated between ‘basements’ and ‘cellars’ for the purpose of deciding whether a residential unit may be adequately accommodated on the lower floor of an existing structure. As the Ontario Building Code regulates safe access (window sizing, exits, smoke alarms, etc.) and minimum ceiling height, staff would recommend that these regulations be removed, to eliminate unnecessary minor variances, re-zonings, etc. where an individual can safely locate a new unit below grade, while meeting all requirements of the OBC.
3. **Maximum height of ARU's in accessory structures** – during discussions with local and regional planning and building staff, it was noted that in some cases, ARU's were proposed above existing garages, which would exceed the proposed maximum height of one storey. County staff would recommend considering a height exception in cases where an ARU is proposed within an existing, legally constructed accessory structure, to limit construction costs and minor variance applications where new units of this type are proposed.
4. **Define appropriate licensing / permitting for mobile and modular units** – in some municipalities, there has been acknowledgement that existing definitions of “mobile” or “modular” residential units limit the potential for more affordable housing types that could be appropriate for use ARUs. To avoid unnecessarily triggering ZBA's and OPA's, County staff recommend working with building staff to specifically identify and define which factory certification standards match or exceed the requirements of the Ontario Building Code for the purposes of ensuring all-season use and safety for occupants. More information in this respect is available through the [Province's website](#).

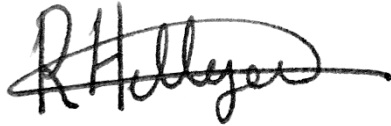


Page 3  
October 10<sup>th</sup>, 2024

County staff have no further comments at this time but are available for further discussion on this topic if required.

If you wish to discuss this matter further, please contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "R. Hillyer", with a long horizontal flourish extending to the right.

Becky Hillyer (RPP)  
Senior Planner, Grey County  
[becky.hillyer@grey.ca](mailto:becky.hillyer@grey.ca)  
[www.grey.ca](http://www.grey.ca)

**From:** [Municipal Planning](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Township Zoning By-law Amendment C9-24 Additional Residential Units  
**Date:** October 1, 2024 3:48:15 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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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 always call before you dig, see web link for additional details:  
<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Please continue to forward all municipal circulations and clearance letter requests electronically to [MunicipalPlanning@Enbridge.com](mailto:MunicipalPlanning@Enbridge.com).

Regards,

**Willie Cornelio** CET (he/him)

Sr Analyst, Municipal Planning  
**Engineering**

**ENBRIDGE**  
TEL: 416-495-6411  
500 Consumers Rd, North York, ON M2J1P8  
[enbridge.com](http://enbridge.com)  
**Safety. Integrity. Respect. Inclusion.**

---

**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Tuesday, September 24, 2024 1:15 PM  
**To:** grca@grandriver.ca; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; clerk@greyhighlands.ca; Denise Holmes <dholmes@melancthontownship.ca>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; nmartin@amaranth.ca; clerk@westgrey.ca; Karren Wallace <KWallace@wellington-north.com>; Planner Dufferin County (planner@dufferincounty.ca) <planner@dufferincounty.ca>; Clerk@dufferincounty.ca; jennifera@wellington.ca; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Dina Lundy <dlundy@southgate.ca>; Municipal Planning <MunicipalPlanning@enbridge.com>; Ontario Lands <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green

<lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; ONTUGLLandsINQ <ONTUGLLandsINQ@enbridge.com>; Victoria Mance <vmance@southgate.ca>; WSP on behalf of Bell <circulations@wsp.com>; Municipality of West Grey <info@westgrey.com>  
**Cc:** Bill White <bwhite@tritoneng.on.ca>  
**Subject:** [External] Township Zoning By-law Amendment C9-24 Additional Residential Units

**CAUTION! EXTERNAL SENDER**  
Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?  
DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good afternoon,

Please find the below link for the Notice of Public Meeting and supporting documents for Zoning By-law Amendment Application C9-24 Additional Residential Units.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C9-24-Township-Additional-Residential-Unit-Amendment>

The Public Meeting is scheduled **via Zoom only** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)  
Fax: 519-923-9262 Attn: Elisha Milne  
Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

Thank you,

**Elisha Milne**  
Legislative & Planning Coordinator  
**Township of Southgate**  
185667 Grey County Rd. 9, Dundalk, ON N0C 1B0  
519-923-2110 ext. 232 | Fax 519-923-9262  
[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



**Township of Southgate**

185667 Grey County Road 9,  
Dundalk, ON N0C 1B0

**Jim Ellis,**  
**Public Works Manager / Risk Management Official**  
**jellis@southgate.ca**



**Phone:** 519-923-2110 ext. 250

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Cell:** 519-378-3777

**Public Works Department**

Date: October 10, 2024

File No.: C9-24

Can a safe access be provided? Yes  No

Road Drainage Concern: To Be Determined (TBD) case by case review.

Road Standard: TBD

Road Widening Necessary? Yes  No

Entrance Requirements: TBD

Load Restricted Road: Yes  No

Comments:

---

Municipal water & wastewater servicing based on systems Reserve Capacity allocations. New ARU's to be serviced from existing water, sanitary sewer and stormwater infrastructure connections.

Additional waste services may require purchase of more carts by owner.

**Risk Management Office**

Property is located in a Well Head Protection Area:

- WHPA "A"
- WHPA "B"
- WHPA "C"
- WHPA "D"
- Not Applicable

Comments:

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TBD

Signed: \_\_\_\_\_

Jim Ellis, Public Works Manager / Risk Management Official



## The Corporation of the Township of Southgate Notice of Virtual Public Meeting Concerning a Proposed Official Plan Amendment

**What:** The Township seeks input on proposed Official Plan policies for delegation authority within the municipality.

**Public Meeting Date:** October 23, at 1:00 PM

**Location of the Public Meeting:** Please join the electronic public meeting from your computer, tablet, or smartphone at the below link:

<https://zoom.us/j/95341385964?pwd=bDd6OTJWYStGWnRESkxORUZwL25Ddz09>

You can also dial-in using your phone. **Phone:** [+1 647 374 4685](tel:+16473744685) **Meeting ID:** 953 4138 5964  
**Passcode:** 336403

### **How can I participate in the Public Meeting?**

Public participation is encouraged. To participate in the virtual meeting, please contact Lindsey Green, Clerk, by email at: [lgreen@southgate.ca](mailto:lgreen@southgate.ca) or by telephone at: 519-923-2110 ext. 230

### **What if I can't attend the Public Meeting?**

You can learn more about the proposed development by contacting the Township office, or by reading the materials on the website at the below link(s). You may choose to submit comments via letter or email after taking the time to learn about the proposed development. See the relevant contact information below:

Web Link: [Official Plan Amendment Delegate Authority](#)

### **What can I expect at the Public Meeting?**

The public meeting is an opportunity for members of the public to learn more about the proposed policy for delegation authority within the Township. Attendees can hear a brief presentation about the development, ask questions, and/or make statements either in favour of, or in opposition to the development. No decisions are made at this meeting, it is an opportunity to learn and provide feedback.

### **What is being proposed through the application?**

The Province of Ontario has made several changes to the *Planning Act*, with the goal of streamlining the planning process in Ontario. As part of these changes, municipalities are encouraged to investigate and examine opportunities to streamline applications through delegation of decisions to Staff. This allows for faster processing of applications and to be made without waiting for a Council meeting.

The proposed Official Plan amendment would provide policy to allow Council, via the appropriate Delegation By-law, to delegate certain decisions for planning applications or relevant agreements to Staff to speed up decision making. Staff would be enabled to make decisions and enter into agreements associated with certain applications (like subdivision or development agreements).

The Grey County Official Plan (Section 9.5 (7)) supports the delegation of decisions to staff without the need for a County Official Plan amendment. This proposal would amend the Southgate Official Plan to add relevant policy for delegating decisions and amend (where required) existing sections to reflect staff being a decision maker (subject to a delegation By-law).

The delegation of this decision making would not change any appeal rights currently in effect in the *Planning Act*.

### **Why is this Public Meeting being held and what are your rights?**

In Ontario, the planning and development process is open and transparent, where opinions from all individuals and groups are welcomed. To change its Official Plan policies the Township must hold a public meeting. This meeting is one of your chances to learn about the proposed changes and offer your opinions. Under the legislation covering this process, you have the following rights:

1. Attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan Amendment.
2. If a person or public body would otherwise have an ability to appeal the decision of the Township of Southgate to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of



## The Corporation of the Township of Southgate Notice of Virtual Public Meeting Concerning a Proposed Official Plan Amendment

Southgate before the Township Official Plan is approved or refused, the person or public body is not entitled to appeal the decision.

3. If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Southgate before the Township Official Plan amendment is approved or refused, 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 add the person or public body as a party.
4. Section 17(36) defines the parties that are eligible to appeal the decision on the Official Plan amendment to the Ontario Land Tribunal.
5. If you wish to be notified of the decision of the Council of the Township of Southgate on the proposed Township Official Plan Amendment or Zoning By-law Amendment, you must make a written request to the Township of Southgate using the contact information noted above, and quote File **OPA 2-24**.

If you have questions, please do not hesitate to contact Township staff, who can answer questions on the proposed changes, or the planning process.

Notice dated this **24<sup>th</sup> day of September 2024** at the Township of Southgate.

### **A note about information you may submit to the Township:**

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), all information provided for, or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record, including resident deputations. This information may be posted on the Township or County websites, and/or made available to the public upon request. **Please note that all submissions and the personal information contained therein will become part of the public record in their entirety and may be posted to Southgate's website.**

Please be aware that the public meeting may be broadcast online and may be recorded.

Lindsey Green, Clerk  
[lgreen@southgate.ca](mailto:lgreen@southgate.ca)  
Township of Southgate  
185667 Grey Rd 9,  
Dundalk, ON N0C 1B0  
Phone: (519) 923-2110 ext. 230



## **Staff Report PL2024-066**

**Title of Report:** PL2024-066 – Delegation of Planning Decisions – Process Improvement  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** August 7, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2024-066 for information; and **That** Council direct Staff to prepare appropriate Official Plan Amendments and By-laws (or By-law Amendments) to allow delegation of various planning decisions.

### **The Proposal:**

The Province of Ontario has introduced several amendments to the *Planning Act* that, over the last two years, have been aimed at streamlining processes to accelerate approvals. Part of these changes (contained in Bill 13) was the delegation of “simple by-laws” to staff. This report seeks Council direction on actions to be taken to pursue delegation of these decisions to staff to allow Council to use their time to focus on strategic initiatives.

### **Discussion:**

Ensuring that *Planning Act* applications reach the point of decision has been subject of much discussion by the Province and applicants. Ensuring that decisions are made in a timely manner must be balanced with ensuring that the Public Interest in Planning is ensured.

The Province has made a number of changes to the *Planning Act* mandating specific timelines to reach decisions. While some timelines are challenging, they have also made Municipalities examine processes to ensure they are efficient as possible.

One area where delays occur is at the decision point. Where Council retains decision making (and has not delegated authority to staff), there can be a three (3) to four (4) week delay due to preparation time for the Council meeting. The Province, through Bill 13 (Supporting People and Businesses Act), has introduced the ability to delegate “simple by-laws” to Staff, allowing Council to focus on more strategic issues. Council can also, through By-law, delegate decision making on other types of applications if it deems appropriate – which will be discussed below.

### Discussion – “Simple By-laws”:

Bill 13 was given Royal Assent December 2, 2021. As part of this omnibus Bill, the *Planning Act* was amended to provide Municipalities the ability to delegate several decisions to Staff. These decisions include:

- Removal of a Holding (“H”) symbol.

- Allow temporary uses of land, buildings or structures in accordance with subsection 39 (1) of the *Planning Act*.
- "Minor" By-laws approvals pursuant to section 34 of the *Act* (Zoning By-law Amendments).

It should be noted that the list is not expansive or restrictive, nor does the amendment to the *Act* define what is "minor". However, to delegate this decision making – the Official Plan for the Municipality must have policy to enable this delegation. A subsequent delegation By-law, noting the responsible members of Staff to render decisions (typical and alternate), is required.

Currently, the Township Official Plan (OP) does not include such language. Staff recommend Council direct Staff prepare an OP housekeeping amendment to enable potential delegation. The time savings are significant and would support efforts to improve processes, get projects to decisions faster and support other strategic priorities such as economic development. A delegation By-law can be prepared to accompany the required OP amendment.

*Discussion – Delegation of "other" decisions:*

The recent changes to the *Planning Act* in Bill 13 do not preclude Council from delegating decisions for other applications. Process Improvement is a significant strategic priority for Council and by allowing Staff to render certain decisions, Council or Committee time is saved. These decisions could also include:

- Delegation of approval and execution of Site Plan Agreements.
- Delegation of decisions on Severances/Consents.

Staff have undertaken a review and found that Municipalities of various sizes have executed delegation by-laws to reduce process timelines. These delegations also recognize that Staff have the expertise and are recruited to be subject matter experts (SMEs) on various planning matters.

If Council supports delegation of these decisions, an OP amendment to establish foundation policy of a delegation by-law is likely required. If directed to pursue this option, Staff can add these decisions to the delegation OP amendment noted above.

*Discussion – Other issues of delegation:*

It is important to note that delegation of various planning decisions does not remove, or revoke appeal rights provided under the *Planning Act*. It simply means that the decision is made by staff, versus Council/Committee. While Council would be required to pass a delegation by-law, Council can revoke the delegation of decision making to Staff at any time.

**Conclusion:**

Delegating planning decisions not only utilizes Staff expertise, but achieves a decision in a timely manner, allowing Council to focus on more significant strategic issues. Staff recommend Council direct that appropriate amendments for the OP, Zoning By-law and delegation by-laws be prepared for consideration.

Respectfully Submitted,



Prepared by and approved by: Senior Manager of Development and Community Services	<b><i>Original Signed By</i></b> _____ Kenneth Melanson, RPP, MCIP
Approved by: Chief Administrative Officer (CAO)	<b><i>Original Signed By</i></b> _____ Dina Lundy

**Link to Township of Southgate Community Strategic Plan:**

Strategic Priorities and Goals:  
Operational excellence – 11. Provide excellent customer service to Southgate ratepayers and community members.

Goal 7: Improve access to housing.  
7.C – Determine pathways to streamline planning processes and approvals for housing development in Southgate.

10.C – Encourage a culture of excellence throughout the Township through education and continuous improvement initiatives.

**Attachments:**  
None.

**Amendment No. 6  
to the Township of Southgate  
Official Plan**

DELEGATION OF AUTHORITY – PLANNING DECISIONS  
(Township wide amendment)

OCTOBER 2024

## **The Corporation of the Township of Southgate**

### **By-law 2024-XXX**

Being a by-law to adopt Amendment No. 6 to the Township of Southgate Official Plan affecting all lands in the Township of Southgate.

The Council of the Township of Southgate, in accordance with the provisions of Sections 17 and 21 of the Planning Act, R.S.O. 1990, as amended, hereby enacts as follows:

1. Amendment No. 6 to the Township of Southgate Official Plan is hereby adopted.
2. This by-law shall come into force and take effect on the day of approval by the County of Grey.

Enacted and passed this 21<sup>st</sup> day of December, 2024.

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Brian Milne, Mayor

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Lindsey Green, Clerk

**Amendment No. 6  
to the  
Township of Southgate Official Plan**

**Index**

**Part A – The Preamble**

The Preamble provides an explanation of the proposed amendment including the purpose, location, and background information, but does not form part of this amendment.

**Part B – The Amendment**

The Amendment describes the changes and/or modifications to the Township of Southgate Official Plan which constitutes Official Plan Amendment Number 28.

**Part C – The Appendices**

The Appendices attached hereto do not constitute part of this amendment. These Appendices contain background data, planning considerations and public involvement associated with this amendment.

## **PART A – THE PREAMBLE**

### **1. Purpose of the Amendment:**

The purpose of the Amendment to add enabling policy for delegating some planning decisions from Council or Committee of Adjustment to Staff. Bill 109 (The More Homes for Everyone Act) delegated Site Plan decisions to staff. Bill 13 (Supporting People and Businesses Act) which added section 39.2 to the *Planning Act* giving Council the ability to delegate passing of certain by-laws to Staff. This amendment will provide the required enabling policy from section 39.2 (2) of the *Planning Act*. Delegation of the decision making will also require the passing of the necessary Delegation By-law.

This proposed amendment also clarifies wording in various sections of the Official Plan that Council and Staff may be the decision makers – if Council were to delegate those decisions using the proposed enabling policies. This ensures clarity that Council and Staff must consider the same parameters when making decisions on various types of planning applications.

### **2. Location:**

This amendment applies to all lands within the Township of Southgate.

### **3. Basis:**

This amendment is proposed based on legislation passed in both Bill 109 and Bill 13, noted above. The Provincial government has continued to encourage local municipalities to “cut red tape” and make the Planning process as efficient and timely as possible.

#### **3.1 Provincial Policy Statement, 2020**

The Provincial Policy Statement (2020) has been reviewed for this amendment. While there is no specific policy in PPS 2020 that provides direction or support for this amendment, the PPS speaks to an efficient and effective planning system. By delegating staff, planning decisions can occur in a timely manner, enabling development to occur within timelines established in the *Planning Act*.

It should be noted that PPS 2020 will likely cease to be in effect before this Official Plan Amendment comes into force.

#### **3.2 Provincial Policy Statement, 2024**

The Provincial Policy Statement (2024) has been reviewed for this amendment, recognizing that PPS 2024 will likely come into force before this amendment is adopted. While there is no specific policy in PPS 2024 that provides direction or

support for this amendment, the PPS speaks to an efficient and effective planning system. By delegating staff, planning decisions can occur in a timely manner, enabling development to occur within timelines established in the *Planning Act*.

### **3.3 Official Plan of the County of Grey, 2019**

The County of Grey Official Plan recognizes that the Province may delegate decisions on planning matters to the County, Municipality or to Staff through amendments to the *Planning Act*. Policy 9.5 (7) recognizes these changes may come into effect and do not require an amendment to the County Official Plan. The policy also supports, from a County perspective, streamlining the planning process and includes any decisions enabled via the County Official Plan.

### **3.4 Township of Southgate Official Plan, 2006 Consolidation**

The Township Official Plan is currently silent to streamlining of the planning process or delegation of decisions (beyond those from Council to Committee of Adjustment).

The proposed amendment will add enabling policy for Council to delegate a variety of planning decisions or passing of by-laws to staff. The goal of this amendment is to provide a more streamlined planning process, that improves approval timelines and customer service to applicants. This would also have the benefit of freeing up Council meeting time to focus on more significant strategic matters.

For staff to be delegated the decision-making authority, both the proposed enabling policy amendment in the Township Official Plan and a Delegation By-law will be required. In the case of decisions related to the Zoning By-law, updated regulations in the Zoning By-law will also be required.

The proposed amendments also contain provisions that staff will track and communicate with Council the decisions made on a regular basis and in track any updates to both the Official Plan and Zoning By-law when making changes that would be of a corrective nature (fixing of typos, grammar, etc.).

## **PART B – THE AMENDMENT**

All of this part of the document entitled Part B – The Amendment, consisting of the following text and schedule map constitutes Amendment No.6 to the Township of Southgate Official Plan.

## **DETAILS OF THE AMENDMENT**

The Township of Southgate Official Plan, as amended, is hereby further amended as follows:

1. Policy 7.2.1.2 3) is deleted and replaced with the following:  
"3) The Township has been delegated approval authority for Consent applications within the Township. Council may delegate approval authority of these applications to the Committee of Adjustment or Staff, pursuant to policy 7.17."
2. Add a new policy 7.2.2 4) as follows:  
"4) Council may delegate the passing of a By-law to exempt a site from Part Lot Control to staff pursuant to policy 7.17."
3. Policy 7.6 1) is deleted and replaced with the following:  
"1) Council may pass a Temporary Use By-law in accordance with Section 39 of the Planning Act to permit a temporary use of land for a purpose that is otherwise prohibited on a site by the Zoning By-law. Council may delegate the passing of Temporary Use By-laws to staff, pursuant to policy 7.17."
4. Policies 7.6. 2), and 3) are amended to replace all references to "Council" to be "Council and/or staff".
5. Policy 7.7 3) is deleted and replaced with the following:  
"3) Council shall pass a By-law removing the Holding symbol from the zoning of the property once the conditions have been satisfied. Council may delegate the passing of a By-law removing the Holding symbol to staff, pursuant to policy 7.17."
6. Add a new policy 7.9 6) as follows:  
"6) Pursuant to Bill 109, decisions on Site Plan applications are delegated to Staff for approval or refusal. Council may delegation the execution of a Site Plan Agreement to staff, pursuant to policy 7.17."
7. Add a new section 7.17 as follows:  
**"7.17 DELEGATION OF AUTHORITY**
  - 1) Council may, in accordance with the Planning Act, delegate approvals of matters stipulated in this Official Plan to a Committee of Council or an individual who is an officer, employee or agent of this Township. Every delegation of approval be done through the passage of a Delegation By-law by Council.

- 2) The following approvals may be delegated in accordance with Policy 7.17 1):
  - a. Minor changes to Official Plan designation or zoning of a property or properties to correct a zoning or policy designation error;
  - b. Removal of "H" Holding provisions;
  - c. Temporary use By-laws;
  - d. Additional dwelling units;
  - e. Approval of garden suites;
  - f. Part Lot Control;
  - g. Decision on a Site Plan;
  - h. Execution of a Site Plan Agreement;
  - i. Execution of an agreement related to a Consent or development; and
  - j. Consents.
  
- 3) Any delegated approval decision shall comply to the policies and designations of the Township Official Plan.
  
- 4) Staff will provide Council with regular updates on decisions made by Staff related to delegated decisions identified in policy 7.17 2)."
  
8. Add a new policy 7.18 as follows:
 

"7.18 ADMINISTRATIVE UPDATES TO THE OFFICIAL PLAN OR ZONING BY-LAW

  - 1) Council may forego public notification and public meeting(s) in connection with changes to the Official Plan, Community Improvement Plan, consents, and Zoning By-law where it is determined by staff that such changes related to a consolidation of documents, including the following matters:
    - a. Deleting obsolete provisions;
    - b. Altering the number and arrangement of any provisions;
    - c. Altering language or punctuation to obtain a uniform mode of expression;
    - d. Addition or deletion of graphics, charts or diagrams;
    - e. Correcting clerical, grammatical or typographical errors;
    - f. Inserting historical footnotes or similar annotations to indicate the origin and approval of each provision; and,
    - g. Change of format.
  
  - 2) Where staff have made changes to any of the documents outlined in subsection 1) above, staff shall:
    - a. Provide Council with regulation communications on any updates to the documents,



- b. Provide a list of any document updates in the office consolidation of the Official Plan, Zoning By-law and Community Improvement Plan. This list will include the date of the update and nature of the update.
- c. Provide a list of any updates to the consent file that would be kept on file pursuant to document retention policies of the Township.”

**From:** [Lingard, Norman](#)  
**To:** [Elisha Milne](#)  
**Subject:** Township Official Plan Amendment OPA2-24 Township Delegate Authority  
**Date:** October 8, 2024 11:11:07 AM  
**Attachments:** [image001.png](#)

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Good morning Elisha,

Thank you for circulating Bell Canada on the Township of Southgate's upcoming Public Meeting to discuss the above noted OPA. Bell appreciates the opportunity to engage in infrastructure and policy initiatives across Ontario.

While we do not have any comments or concerns pertaining to the OPA at this time, we would ask that Bell continue to be circulated on any future materials and/or decisions related to this matter.

Please forward all future documents to [circulations@wsp.com](mailto:circulations@wsp.com) and should you have any questions, please contact the undersigned.

Yours truly,

Norm Lingard  
Senior Consultant – Municipal Liaison  
Network Provisioning  
[norman.lingard@bell.ca](mailto:norman.lingard@bell.ca) | ☎ 365.440.7617



*Please note that WSP operates Bell Canada's development, infrastructure and policy tracking systems, which includes the intake and processing of municipal circulations. However, all responses to circulations and requests for information will come directly from Bell Canada, and not from WSP. WSP is not responsible for the provision of comments or other responses.*

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**From:** [CA - Circulations](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Township Official Plan Amendment OPA2-24 Township Delegate Authority  
**Date:** September 24, 2024 1:19:17 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
**Importance:** Low

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**Your E-mail was Received on:** Tuesday, September 24, 2024

**Thank you for your email on:** Township Official Plan Amendment OPA2-24 Township Delegate Authority

The information that municipalities provide to Bell Canada is instrumental to the provisioning of telecommunications infrastructure and we appreciate the opportunity to be proactively engaged in development applications and infrastructure and policy initiatives.

Bell Canada will provide a response should any comments / input be required on the information included in the circulation received. Bell Canada kindly requests that even if a specific comment is not provided at this time that you continue to circulate us at [circulations@wsp.com](mailto:circulations@wsp.com) on any future materials related to this development project or infrastructure / policy initiative so that we can continue to monitor its progress and are informed of future opportunities for engagement.

**1) Bell Canada Responses to Pre-Consultation & Complete Development Application Circulations:**

**Pre-consultation Circulations**

Please note that Bell Canada does NOT generally comment on pre-consultation circulations unless the information provided identifies that a future draft plan of subdivision, draft plan of condominium and/or site plan control application will be required to advance the development proposal.

**Complete Application Circulations & Recirculations**

Please note that Bell Canada does NOT generally comment on the following development applications - official plan and zoning by-law amendments, part lot control, temporary use and interim control by-laws. However, Bell Canada does generally comment on site plan approval, draft plans of subdivision and draft plan of condominium applications.

Bell Canada will generally comment on recirculations where the change modifies the proposed residential dwelling unit count and/or non-residential gross floor area in a draft plan of subdivision, draft plan of condominium and/or site plan control application.

**2) Bell Canada Responses to Infrastructure and Policy Initiative Circulations:**

If required, a follow-up email will be provided by Bell Canada to outline any input to be considered on the infrastructure / policy initiative circulation received at this time.

**Concluding Remarks:**

If you have any other specific questions, please contact [planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca) directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for the provision of comments or other responses.

Should you have any questions, please contact the undersigned.

Yours Truly,



**Juan Corvalan**

**Bell Canada**

Senior Manager – Municipal Liaison

Network Provisioning

[planninganddevelopment@bell.ca](mailto:planninganddevelopment@bell.ca)

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**From:** Elisha Milne <emilne@southgate.ca>

**Sent:** Tuesday, September 24, 2024 5:17:30 PM

**To:** grca@grandriver.ca <grca@grandriver.ca>; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; clerk@greyhighlands.ca <clerk@greyhighlands.ca>; Denise Holmes <dholmes@melanctontownship.ca>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; nmartin@amaranth.ca <nmartin@amaranth.ca>; clerk@westgrey.ca <clerk@westgrey.ca>; Karren Wallace <KWallace@wellington-north.com>; Planner Dufferin County (planner@dufferincounty.ca) <planner@dufferincounty.ca>; Clerk@dufferincounty.ca <Clerk@dufferincounty.ca>; jennifera@wellington.ca <jennifera@wellington.ca>; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org <chad.aitken@bgcdsb.org>; Dina Lundy <dlundy@southgate.ca>; Enbridge <municipalplanning@enbridge.com>; Enbridge Gas <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com <Newdevelopment@rci.rogers.com>; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; Union Gas <ontugllandsinq@uniongas.com>; Victoria Mance <vmance@southgate.ca>; CA - Circulations <CA.Circulations@wsp.com>; Municipality of West Grey <info@westgrey.com>

**Cc:** Bill White <bwhite@tritoneng.on.ca>

**Subject:** Township Official Plan Amendment OPA2-24 Township Delegate Authority

Good afternoon,

Please find the below link for the Notice of Public Meeting and supporting documents for Township Official Plan Amendment OPA2-24 Township Delegate Authority.

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#OPA2-24-Delegation-Authority-within-the-Township>

The Public Meeting is scheduled **via Zoom only** for **October 23, 2024, at 1:00PM**. Please supply all comments on the above notification by **October 16, 2024**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)

Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

Thank you,

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



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-LAEmHhHzdJzBITWfs4Hgs7pbKI

**From:** [Municipal Planning](#)  
**To:** [Elisha Milne](#)  
**Subject:** RE: Township Official Plan Amendment OPA2-24 Township Delegate Authority  
**Date:** October 1, 2024 3:51:11 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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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 always call before you dig, see web link for additional details:  
<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Please continue to forward all municipal circulations and clearance letter requests electronically to [MunicipalPlanning@Enbridge.com](mailto:MunicipalPlanning@Enbridge.com).

Regards,

**Willie Cornelio** CET (he/him)

Sr Analyst, Municipal Planning  
**Engineering**

**ENBRIDGE**  
TEL: 416-495-6411  
500 Consumers Rd, North York, ON M2J1P8  
[enbridge.com](http://enbridge.com)  
**Safety. Integrity. Respect. Inclusion.**

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**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Tuesday, September 24, 2024 1:18 PM  
**To:** grca@grandriver.ca; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; clerk@greyhighlands.ca; Denise Holmes <dholmes@melancthontownship.ca>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; nmartin@amaranth.ca; clerk@westgrey.ca; Karren Wallace <KWallace@wellington-north.com>; Planner Dufferin County (planner@dufferincounty.ca) <planner@dufferincounty.ca>; Clerk@dufferincounty.ca; jennifera@wellington.ca; Aakash Desai <adesai@southgate.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayne\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Dina Lundy <dlundy@southgate.ca>; Municipal Planning <MunicipalPlanning@enbridge.com>; Ontario Lands <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green

<lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; ONTUGLLandsINQ <ONTUGLLandsINQ@enbridge.com>; Victoria Mance <vmance@southgate.ca>; WSP on behalf of Bell <circulations@wsp.com>; Municipality of West Grey <info@westgrey.com>  
**Cc:** Bill White <bwhite@tritoneng.on.ca>  
**Subject:** [External] Township Official Plan Amendment OPA2-24 Township Delegate Authority

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Good afternoon,

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Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)  
Fax: 519-923-9262 Attn: Elisha Milne  
Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

Thank you,

**Elisha Milne**  
Legislative & Planning Coordinator  
**Township of Southgate**  
185667 Grey County Rd. 9, Dundalk, ON N0C 1B0  
519-923-2110 ext. 232 | Fax 519-923-9262  
[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)  
  