



Stratford City Council
Regular Council Open Session
AGENDA

Meeting #: 4794th

Date: Monday, March 23, 2026

Time: 7:00 P.M.

Location: Council Chamber, City Hall

Council Present: Mayor Ritsma - Chair Presiding, Councillor Beatty, Councillor Biehn, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa

Staff Present: André Morin - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Audrey Pascual - Deputy Clerk, Kim McElroy - Director of Social Services, Tim Wolfe - Director of Community Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Michael Koktan - Manager of Financial Services, Nathan Bottema - Manager of Engineering

To watch the Council meeting live, please click the following link:

<https://stratford-ca.zoom.us/j/81267963211?pwd=1PvQ2qLsgSS8Xf1HliAb9sKbYsggCx.1>

A video recording of the meeting will also be available through a link on the City's website

<https://calendar.stratford.ca/meetings> following the meeting.

Pages

1. Call to Order:

Mayor Ritsma, Chair presiding, to call the Council meeting to order.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Conduct Statement

2. **Declarations of Pecuniary Interest and the General Nature Thereof:**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and to otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

3. **Adoption of the Minutes:**

14 - 29

Motion by

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated March 9, 2026 be adopted as printed.

4. **Adoption of the Addendum/Addenda to the Agenda:**

Motion by

THAT the Addendum/Addenda to the Regular Agenda of Council and Standing Committees dated March 23, 2026 be added to the Agenda as printed.

5. **Report of the Committee of the Whole In-Camera Session:**

5.1 At the March 23, 2026, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

4.1 Confidential Verbal Update of the Chief Administrative Officer with respect to an update on a litigation matter (CM-26-08) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239.(2)(e); and Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)).

4.2 Confidential Verbal Update of the Chief Administrative Officer with respect to an update on a litigation matter (CM-26-09) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239.(2)(e).

4.3 Confidential Verbal Update of the Chief Administrative Officer with respect to an update on a litigation matter (CM-26-07) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239.(2)(e).

5.1 Confidential Report of the Chief Administrative Officer with respect to an update on the CAO's performance (CM-26-06) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

6. Hearings of Deputations and Presentations:

6.1 Request for Delegation - Consent Item CA-2026-032

Avon Maitland District School Board representatives Michael Bannerman, Chair, Patricia Smith, Vice Chair and Deepika Mishra, School Board Trustee will be requesting Council endorse the Avon Maitland District School Board letter dated March 7, 2026, requesting Provincial consultation and transparency regarding potential changes to English Public School Board Governance.

Motion by

THAT Michael Bannerman, Patricia Smith and Deepika Mishra representing the Avon Maitland District School Board be heard.

7. Orders of the Day:

7.1 Resolution - Draft Plan of Subdivision 31T22-001, Official Plan Amendment Application 001-22; and Zoning By-law Amendment Application Z07-22 - 3980 Road 111 (COU26-038)

30 - 60

Punya Sagar Marahatta, agent for the applicant, will be in attendance to answer any questions.

Motion by

Staff Recommendation: THAT the Zoning By-law Amendment, as recommended by staff as per Report COU24-152 for application Z07-22 to rezone the subject lands municipally known as 3980 Road 111 to Residential Fourth Density Zone with site specific regulations (R4), BE APPROVED;

THAT the Official Plan Amendment, as recommended by staff as per Report COU24-152 for application OPA 001-22 to redesignate the subject lands municipally known as 3980 Road 111 to Medium Density Residential, BE APPROVED;

THAT Draft Plan of Subdivision 31T-2201, as recommended by staff as per Report COU24-152, submitted by Paradize Properties Development Ltd., prepared by Municipal Development and Planning Services Inc. (MDPS), and as revised and dated February 27, 2026 to include the 0.3 m reserve blocks requested by the Township of Perth East, for lands

known municipally as 3980 Road 111 originally surveyed by Trevor D.A. McNeill, O.L.S. on May 3, 2022, BE APPROVED by the City of Stratford pursuant to Section 51(31) of the Planning Act, subject to the updated conditions attached to Report COU26-XX;

AND THAT approval of the Zoning By-law Amendment, Official Plan Amendment, and Draft Plan of Subdivision is recommended for the following reasons:

I. Public interest was considered;

II. The recommended approvals are consistent with the Provincial Planning Statement;

III. The recommended Official Plan and Zoning By-law Amendments will facilitate development that is appropriate for the lands;

IV. It will provide for a range of housing types to meet the needs of existing and future residents; and

V. It is an efficient use of land and infrastructure.

- 7.2 Resolution - Applications for Part Lot Control (PLC01-26) and (PLC02-26), for Blocks 90 and 91 respectively, on Plan 44M-101 (COU26-036) 61 - 67

Erica Forrest, Cachet Homes, will be in attendance to answer any questions.

Motion by

Staff Recommendation: THAT Council APPROVE Part Lot Control Applications PLC01-26 and PLC02-26 to exempt Blocks 90 and 91 respectively, on Registered Plan 44M-101 from Part Lot Control for one year from the date of the passing of the By-law to permit the creation of separate lots for each of the street townhouse dwelling units such that each unit will be under separate ownership.

- 7.3 Resolution - Recommendation Report with respect to City-initiated Application for Zoning By-law Amendment Z05-25 (COU26-034) 68 - 313

The Manager of Planning to present the report.

Motion by

Staff Recommendation: THAT City Planning-initiated Housekeeping Zoning By-law Amendment to the City of Stratford Comprehensive Zoning By-law 2022-22, be subject to the following amendments:

a) That the definition for "converted dwelling" be retained including related references under the general provisions and any applicable site-

specific zones;

- b) That duplex dwellings be included as a form of housing, similar to a single detached, semi-detached and townhouse dwelling, to accommodate an Additional Residential Unit (ARU);
- c) That Table 9.2 be revised by permitting a new dwelling unit accessory to an industrial use under the General Industrial (I2) Zone;
- d) That a 0 metre setback apply to balconies limited to the Central Commercial (C3) Zone;
- e) That the "Structure" definition be revised in that "any hard surface located directly on the ground" be qualified by adding "including a hard surface walkway and stairs related thereto";
- f) That the provision governing the maximum number of days allowable to operate a short-term rental accommodation, being 180 days, be retained.

BE APPROVED for the following reasons:

1. The request is consistent with the Provincial Planning Statement 2024 and conforms with the City of Stratford Official Plan;
2. The request constitutes sound land use planning and is appropriate for the development of the lands;
3. Public comments have been received, reviewed comprehensively and appropriately addressed.

THAT no further notice be required under Section 34(17) of the Planning Act given the recommended amendments are minor in nature following the public and agency consultation process;

AND THAT the following matters be deferred for consideration as either part of a City-initiated amendment to the City's Comprehensive Zoning By-law or as part of the City's Comprehensive Zoning By-law review within 3 years of the completed Official Plan review:

- i) The Upper Thames River Conservation Authority's Sourcewater Protection Division's recommendation to update the list of prohibited uses and activities in wellhead protection areas consistent with recent amendments to the Thames-Sydenham Source Protection Plan;
- ii) The Upper Thames River Conservation Authority's Planning Division request to prohibit Additional Residential Units on lands that would be rendered inaccessible to person and vehicles during flooding and erosion hazards;

iii) Further increasing the maximum height requirement for rear-yard Additional Residential Units.

7.4 Resolution - Intent to Designate - 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act (COU26-039) 314 - 324

The Intermediate Planner to present the report.

Motion by

Staff Recommendation: THAT City Council issue a notice of intention, consistent with Heritage Stratford's recommendation, to designate 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act, specifically the:

- a. Red brick house with symmetrical façade
- b. Low hip roof
- c. First storey rectangular 6/6 windows
- d. Yellow brick window headers
- e. Yellow brick quoins
- f. Front door with multi-panned sidelights and transom

AND THAT, subject to designation, a commemorative plaque be installed on the subject lands.

7.5 Resolution - 2025 Annual Water Summary Report (COU26-037) 325 - 338

Motion by

Staff Recommendation: THAT the 2025 Water Summary Report be received for information to keep within the compliance standards set out in Ontario Regulation 170/03.

7.6 Resolution - Outdoor Patio Program Update (COU26-040) 339 - 343

Motion by

Staff Recommendation: THAT direction be given to staff to investigate a full replacement of the Outdoor Patio Boardwalks for the 2027 season.

7.7 Resolution - Treasurer's 2025 Statement of Council Remuneration and Expenses (COU26-035) 344 - 351

Motion by

Staff Recommendation: THAT the report titled, "Treasurer's 2025 Statement of Council Remuneration and Expenses" (COU26-035), be received for information.

7.8 Resolution - Ontario Pork Congress Municipal Significance

The Kinsmen Club of Stratford have requested designation of the 2026 Ontario Pork Congress trade show to be held June 17-18, 2026, at the Stratford Rotary Complex as a municipally significant event for the purpose of obtaining a liquor license.

Comments received from departments and agencies include:

- no concerns from the Planning Division;
- no concerns from Community Facilities as the event organizer will obtain a Special Occasions Permit and complete the Municipal Alcohol Policy documents for the event as per the facility rental agreement;
- no concerns from the Building Division;
- no concerns from Huron Perth Public Health;
- no concerns from Stratford Police; and
- Fire Prevention provided the following comments:
 - An on-site inspection will be required prior to the start of this event
 - Site plan must follow approved architects report and diagrams on file
 - Fire route shall be maintained at all times as approved in site plan on file

Motion by

THAT City Council hereby designates the Ontario Pork Congress trade show to be held June 17-18, 2026, at the Stratford Rotary Complex as having municipal significance for the purpose of obtaining liquor licenses from the AGCO, subject to necessary permits being obtained, compliance with the City's Municipal Alcohol Risk Policy and the required certificates of insurance being provided.

7.9 Proclamation - Harriet Tubman Month

352

Motion by

THAT Stratford City Council hereby proclaims March 2026 as Harriet Tubman Month to honour the legacy of Harriet Tubman, the black woman born into slavery in Maryland, United States, in or around 1820, who had the courage to escape slavery in 1849 and went on to become a "conductor" on the Underground Railroad leading hundreds of slaves to

freedom;

AND THAT March 10 is hereby proclaimed on an annual basis as Harriet Tubman Day in the City of Stratford beginning on March 10, 2027, in honour of her heroic efforts to stand for human rights, justice and opportunity, and to empower action towards racial equality that continues on after her death on March 10, 1913.

7.10 Proclamation - Retired Teacher's of Ontario Stratford Branch 353

Motion by

THAT Stratford City Council hereby proclaims April 9, 2026, as a day to celebrate the 70th Anniversary of the Retired Women Teacher's of Ontario Stratford Branch and to honour the contributions they have made in our community.

7.11 Proclamation - Fibromyalgia Awareness Day 354

Motion by

THAT Stratford City Council hereby proclaims May 12, 2026, as "Fibromyalgia Awareness Day" in the City of Stratford in support of those living with Fibromyalgia and their families.

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

9.1 Report of the Infrastructure, Transportation and Safety Committee:

Motion by

THAT the Report of the Infrastructure, Transportation and Safety Committee dated March 23, 2026 be adopted as printed.

9.1.1 Drinking Water Quality Management Standard 2025 Infrastructure Review (ITS26-002) 355 - 362

THAT the DWQMS Infrastructure Review 2025 be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.

9.1.2 Drinking Water Quality Management Standard 2025 Management Review (ITS26-003) 363 - 382

THAT the Management Review Minutes 2025 and Summary Table of Action Items 2025, be received by Council to fulfil the

requirement of the Ontario Drinking Water Quality Management Standard.

9.1.3 Queen Street Reconstruction – Open House and Recommendations (ITS26-007) 383 - 386

THAT Council receive the design summary for the Queen Street Reconstruction Project for information;

THAT Council approve the design as outlined in report ITS26-007 and as presented at the Public Open House and on Engage Stratford;

AND THAT Council authorize Staff to proceed with construction tendering.

9.1.4 Encroachment Application for 86 Athlone Crescent (ITS26-004) 387 - 392

THAT the application to permit the encroachment of the tandem parking space at 86 Athlone Crescent onto the Athlone Crescent road allowance be approved;

THAT the annual fee of \$254.89 adjusted yearly by the CPI, be added to the property tax bill for 86 Athlone Crescent;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 86 Athlone Crescent.

9.1.5 Encroachment Application for 17 Nile Street (ITS26-005) 393 - 400

THAT Option 2, to permit the existing stairs, walkway, fence, and retaining wall to encroach onto the Nile Street road allowance be approved;

THAT the encroachment application to expand the existing driveway be denied;

THAT the annual fee of \$92.43 adjusted yearly by the CPI, be added to the property tax bill for 17 Nile Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 17 Nile Street.

9.2 Report of the Planning and Heritage Committee:

Motion by

THAT the Report of the Planning and Heritage Committee dated March 23, 2026 be adopted as printed.

- 9.2.1 Information on the implementation of the Administrative Monetary Penalty System (AMPS) (PLA26-002)** 401 - 410
- THAT the report titled, "Information on the Implementation of the Administrative Monetary Penalty Program" (PLA26-002), be received for information;
- THAT Council support the concept of transitioning the adjudication of by-law matters away from the current Provincial Offences Act (POA) system and direct the process to have the City manage the dispute process;
- AND THAT Staff be directed to conduct the necessary research and return at a future Council meeting with the Administrative Monetary Penalties By-law, associated policies, set fines related to AMPS, and an implementation plan for Council's approval.
- 9.2.2 Proposed Exemption from Sign By-Law 159-2004 for the Canadian Dairy Expo (PLA26-001)** 411 - 423
- THAT the request for a variance from the Sign By-law 159-2004 for the Canadian Dairy Expo be approved for a period of three (3) years to December 31, 2028, to permit the installation of:
- Nine (9) temporary sidewalk signs and one (1) cow statue for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April, on City-owned property at the following locations:
 - Mornington Street at the City's northerly limits;
 - McCarthy Road West at Mornington Street (2 signs);
 - McCarthy Road East at Romeo Street;
 - Ontario Street at the City's easterly limits (2 signs);
 - Huron Street at the City's westerly limits;
 - Downie Street (Road 112) at the City's southerly limits;
 - Erie Street at Line 32; and
 - The northeast corner of McCarthy Road West and Mornington Avenue (Cow Statue)

10. Notice of Intent:

10.1 Notice of Motion

At the April 13, 2026 Regular meeting, Councillor Burbach intends to put forward the following motion for consideration:

THAT the Council of The Corporation of the City of Stratford support Bill 21, Protect Our Food Act, 2025 and strongly urges the provincial government to support this and every measure to protect our farmland, to aggressively prevent further losses and to ensure the future of agriculture in Ontario for future generations;

AND THAT a copy of this resolution be sent to the Premier of Ontario; the Minister of Agriculture, Food and Agribusiness, the Minister of the Environment, Conservation and Parks; Guelph MPP Mike Schreiner, Perth Wellington MPP Matthew Rae, the Ontario Federation of Agriculture, the Association of Municipalities of Ontario, and all Municipalities in Ontario.

11. Reading of the By-laws:

The following By-laws require First and Second Readings and Third and Final Readings and could be taken collectively upon unanimous vote of Council present:

Motion by

THAT By-laws 11.1 to 11.7 be taken collectively.

Motion by

THAT By-laws 11.1 to 11.7 be read a First and Second Time.

Motion by

THAT By-laws 11.1 to 11.7 be read a Third Time and Finally Passed.

11.1 Encroachment Agreement - 86 Athlone Crescent

425 - 426

To authorize the entering into and execution of an encroachment agreement with Balaji Ramachandiran and Hemalatha Balaji Jambunathan to permit the tandem parking space to encroach onto the Athlone Crescent road allowance at 86 Athlone Crescent.

11.2 Encroachment Agreement - 17 Nile Street

427 - 428

To authorize the entering into and execution of an encroachment agreement with Robert Bosworth and Caroline Babb to permit the existing stairs, walkway, fence, and retaining wall to encroach onto the Nile Street road allowance.

- 11.3 Part Lot Control Application PLC01-26 - Cachet - Block 90** 429
- To exempt Block 90 on Plan 44M-101, being Parts 1 to 12 (inclusive) on Plan 44R-6461 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.
- 11.4 Part Lot Control Application PLC02-26 - Cachet - Block 91** 430
- To exempt Block 91 on Plan 44M-101, being Parts 1 to 9 (inclusive) on Plan 44R-6462 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.
- 11.5 Housekeeping Zoning By-law Amendment** 431 - 444
- To amend By-law 10-2022 as amended, with respect to a housekeeping amendment regarding updated provisions to provide necessary clarifications to ensure a more efficient administration of said By-law applying to all lands in the City of Stratford.
- 11.6 Adopt OPA No. 36 - 3980 Road 111** 445 - 449
- To adopt Official Plan Amendment No. 36 to redesignate the lands municipally known as 3980 Road 111 in the City of Stratford to "Medium Density Residential" designation.
- 11.7 Zoning By-law Amendment 3980 Road 111** 450 - 452
- To amend By-law 10-2022 as amended, with respect to Zoning By-law Amendment application Z07-22 by Paradize Properties Development Ltd. to amend the zoning at 3980 Road 111 within Draft Plan of Subdivision 31T22-001 to be 'Medium Density Residential' (R4) as described herein.
- 12. Consent Agenda: CA-2026-027 to CA-2026-033** 453 - 463
- Council to advise if they wish to consider any items listed on the Consent Agenda.
- 13. New Business:**
- 14. Adjournment to Standing Committees:**
- The next Regular Council meeting is April 13, 2026 in the Council Chamber, City Hall.

Motion by

THAT the Council meeting adjourn to convene into Standing Committees as follows:

- **Social Services Committee [7:05 or thereafter following the Regular Council meeting];**

and to Committee of the Whole if necessary, and to reconvene into Council.

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

Declarations of Pecuniary Interest made at Standing Committee meetings held on March 23, 2026 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

15.2 Reading of the Confirmatory By-law:

464

The following By-law requires First and Second Readings and Third and Final Readings:

By-law 11.8 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on March 23, 2026.

Motion by

THAT By-law 11.8 be read a First and Second Time.

Motion by

THAT By-law 11.8 be read a Third Time and Finally Passed.

15.3 Adjournment of Council Meeting

Motion by

THAT the March 23, 2026 Regular Council meeting adjourn.



Stratford City Council Regular Council Open Session

MINUTES

Meeting #: 4793rd
 Date: Monday, March 9, 2026
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

Council Present: Mayor Ritsma - Chair Presiding, Councillor Beatty, Councillor Biehn, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa

Staff Present: André Morin - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Audrey Pascual - Deputy Clerk, Kim McElroy - Director of Social Services, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Nick Sheldon - Project Manager, Johnny Bowes - Manager of Asset Management, Mandy Koroniak - Manager of Children's Services, Will Mason – Maintenance Clerk

Also Present: Members of the Public and Media

1. Call to Order:

Mayor Ritsma, Chair presiding, called the Council meeting to order.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Conduct Statement

2. **Declarations of Pecuniary Interest and the General Nature Thereof:**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and to otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

Councillor Beatty declared a pecuniary interest with respect Item 7.5 - Communities in Bloom Request for Additional Funds 2026. Councillor Beatty is one of the committee members attending the event.

Councillor McCabe declared a pecuniary interest with respect to Item 4 in Item 7.2 - 2026 Community Grant Evaluation Committee Recommendations. Councillor McCabe's wife is the Artistic Director of the Here For Now Theatre Company.

Councillor Burbach declared a pecuniary interest with respect to Item 6 in Item 7.2 - 2026 Community Grant Evaluation Committee Recommendations. Councillor Burbach noted that INNERchamber Inc. is a client.

Councillor Burbach declared a pecuniary interest with respect to Item 4 in Item 7.2 - 2026 Community Grant Evaluation Committee Recommendations. Councillor Burbach is a board member for the Here For Now Theatre Company. (Did not declare initially but noted it when voting for Item 7.2 started).

3. **Adoption of the Minutes:**

R2026-89

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated February 23, 2026 be adopted as printed.

Carried

4. **Adoption of the Addendum to the Agenda:**

There was no addendum to the March 9, 2026 Regular Council agenda.

5. Report of the Committee of the Whole In-Camera Session:

5.1 Committee of the Whole In-camera Session - March 9, 2026:

The March 9, 2026, Committee of the Whole In-camera Session was cancelled.

6. Hearings of Deputations and Presentations:

6.1 Introduction: Interim Police Chief for Stratford Police Service

Mayor Ritsma introduced Stratford Police Service Interim Police Chief Paul Landers.

6.2 Order of Canada Recognition - Patricia O'Malley

Mayor Ritsma and Council recognized Patricia O'Malley. Ms. O'Malley is an Order of Canada recipient, recognized for her work as a chartered professional accountant who redefined financial reporting and standard setting. Ms. O'Malley is also recognized as a trailblazer in a profession traditionally held by men and is one of the first women to ever serve in a senior role.

7. Orders of the Day:

7.1 Resolution - Asset Management Plan 2026 Update (COU26-026)

The Manager of Asset Management, referring to a PowerPoint Presentation, provided an overview of the report and the plan. Highlights of the presentation included:

- the plan putting the City in compliance with Phase 4 of Ontario Regulation 588/17;
- an overview of why the Asset Management Plan matters;
- a summary of the public engagement completed as part of the development of the plan including an overview of the responses received;
- an overview of the City's asset inventory and the total replacement costs;
- the Asset Management Plan being a living document that will be updated regularly;

- an overview of the City's current sustainability position;
- an overview of the annual capital replacement requirement and how it is calculated;
- the funding challenges in Stratford not being unique as other Ontario municipalities are also experiencing similar challenges with their capital infrastructure funding;
- an overview of financial sustainability and what it means in a municipal context;
- an overview of the asset replacement infrastructure backlog;
- the City having more accurate asset condition data which will be helpful with the financial planning;
- the Asset Management Plan allowing Council to consider the impacts of changes to the levels of service;
- the Plan being a municipal tool which can be used to plan projects and inform major Council decisions; and
- an overview of the staff recommendation.

Members of Council, the Director of Corporate Services, and the Manager of Asset Management held a discussion regarding the following:

- the Asset Management Plan being a good tool for Council and can be used for long-term planning;
- an overview of how Council can direct the use of reserve funds;
- the Plan to provide more accurate data, eliminating any guess work and establishing a framework for asset management; and
- the Asset Management Plan being covered as part of Council onboarding.

R2026-90

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the report titled, "Asset Management Plan 2026 Update" (COU26-026), be received;

THAT Council adopt the City's Asset Management Plan 2026 and direct staff to begin implementing the recommendations included in the Plan as presented;

THAT \$1,800,000 of unallocated proceeds from the sale of 3188 Vivian Line 37 in 2024 be transferred to the Public Works Capital Reserve Fund R-R11-PWCA;

AND THAT \$262,481.78 be transferred to the Community Improvement Plan Incentive Reserve G-R18-CIPI for the heritage façade and masonry loan program.

Members of Council and staff held a discussion regarding the motion.

Highlights of the discussion included:

- the unallocated proceeds augmenting the transfers to reserves and can help with the infrastructure backlog;
- there being an increase in the contribution to reserves in the last few years to reset it to baseline levels; and
- staff envisioning that the transfers to reserves to continue to increase but not at same pace as previous years.

The Mayor called the question on the motion.

Carried

7.2 Resolution - 2026 Community Grant Evaluation Committee Recommendations (COU26-030)

R2026-91

Motion by Councillor Hunter

Seconded by Councillor Briscoe

THAT the 2026 community grant recommendations (one time and multi-year) as outlined in the attached summary to Report COU26-030;

AND THAT any appeals received from applicants be considered by Council.

Councillor Burbach requested Items 4 and 6 in Report COU26-030 be taken separately as she is a board member for the Here For Now Theatre Company and therefore has a pecuniary interest with this item.

The Mayor called the question on the motion, excluding Items 4 and 6 in Report COU26-030.

Carried

The Mayor called the question on Item 4, being the 2026 community grant for the Here For Now Theatre Company.

Carried

Councillor Burbach and Councillor McCabe having declared pecuniary interests did not participate in the discussion or vote on the matter.

The Mayor called the question on Item 6, being the 2026 community grant for the INNERchamber Inc.

Carried

Councillor Burbach having declared a pecuniary interest did not participate in the discussion or vote on the matter.

7.3 Resolution - 2026 Tax Rates and Tax Policy Matters (COU26-025)

R2026-92

Motion by Councillor McCabe

Seconded by Councillor Hunter

THAT the report titled, "2026 Tax Rates and Tax Policy Matters" (COU26-025), be received for information;

THAT Council approve the 2026 tax rates and tax ratios;

AND THAT the Mayor and Clerk be authorized to execute the by-law to set tax ratios, tax rates and tax reductions for prescribed subclasses for the year 2026 and govern and regulate the finances of The Corporation of the City of Stratford.

Members of Council and staff held a discussion regarding the motion. Highlights of the discussion included:

- a member noting their preference for the approval of Option 2, the reduction of the multi-residential tax ratio;
- the reduction of the multi-residential tax ratio to help maintain rent-geared-to-income units in older buildings;
- an overview of how the Municipal Property Assessment Corporation (MPAC) classifies assessments for residential/farm, farmlands, and farmland waiting development; and
- there being no lands in the City currently assessed as farmland waiting development.

The Mayor called the question on the motion.

Carried

R2026-93

Motion by Councillor Biehn

Seconded by Councillor Briscoe

THAT staff be directed to reduce the multi-residential tax ratio by 10% in 2027 as part of the budget process.

Members of Council and staff held a discussion regarding the motion.

Highlights of the discussion included:

- the reduction of the multi-residential tax ratio to level the playing field between new and older multi-residential properties;
- a comparison of the tax ratios between residential and new and older multi-residential properties;
- the municipality being required to set tax ratios within the ratio of fairness established by the Province;
- the impact of the phased-in reduction being approximately \$250,000 based on 2026 calculation;
- there being no taxes lost as the impact will be redistributed between the other property classes;

- older multi-residential buildings having difficulty building up their reserve funds for capital projects resulting in a need to raise rents to fund capital costs;
- new multi-residential properties being at the 1.0 tax ratio for 35 years and would revert to the 2.0 tax ratio following this period;
- an overview of the budget process under strong mayor powers and how the reduction can be incorporated;
- the budget being a Mayor's budget but the tax policy being determined by Council;
- the reduction in the tax ratio being a prevention method for affordable units in multi-residential properties as it would help freeze the rent rates while freeing up funds for capital spending;
- there being concerns that the reduction will not have any effect on rent increases;
- an overview of how other municipalities have handled the matter;
- the Province being focused on protecting the housing stock and could potentially mandate a reduction;
- there being buildings in the City with rent-geared-to-income units that are seeing increases in their maintenance costs and the reduction allowing them to fund these costs without raising the rent;
- the City not having the ability to set conditions on the reduction of the tax ratio as it would apply to the entire property class;
- the City not being able to raise the tax ratio back up after it is reduced; and
- there being impacts to the sale of properties relating to potential changes to the multi-residential class tax ratio.

The Mayor called the question on the motion.

Carried

7.4 Resolution - Implementation of a Directly Operated Licensed Home Child Care Agency (COU26-027)

R2026-94

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the report titled, "Implementation of a Directly Operated Licensed Home Child Care Agency" (COU26-027), be received for information;

THAT Council authorize staff to proceed with establishing a new directly-operated licensed home child care agency, to be operated by the City of Stratford;

AND THAT 1 FTE Home Child Care Visitor be authorized in addition to the City's current staffing complement to meet the legislative requirements of a licensed home child care agency.

Members of Council and staff held a discussion regarding the motion. Highlights of the discussion included:

- the City needing a business case to see what is viable should the Province change the funding for child care services;
- there being a significant need for child care spaces in the community;
- the program being of great value to the community and would be worth the continued funding from the City should the provincial funding not continue;
- the Province having negotiated a one-year agreement with the federal government; and
- there being ongoing discussions between the provincial and federal governments regarding the program.

The Mayor called the question on the motion.

Carried

7.5 Resolution - Communities in Bloom Request for Additional Funds 2026 (COU26-032)

R2026-95

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the request from the Communities in Bloom Advisory Committee for an additional amount of \$4,032.00 for travel expenses related to sending four members of the Committee to the Cervia Città Giardino – Special Edition dedicated to the 80th Anniversary of the Republic: Flowers of Freedom, Roots of Hope, be approved;

AND THAT the amount be funded from the Local Boards and Committee Reserve G-R18-BRDS-0000.

Members of Council held a discussion regarding the motion. Highlights of the discussion included:

- the Stratfords of the World Committee having a similar funding request in 2025 which was denied by Council;
- there being a need to be consistent with what will be funded to be fair to all committees;
- an overview of the work done by the Communities and Bloom and the Stratfords of the World Committees;
- there being a historic connection with the Perth Regiment and the Communities in Bloom Committee having a special obligation to present at the conference; and
- it being important to establish economic connections with other parts of the world given the current global situation.

The Mayor called the question on the motion.

Carried

Councillor Beatty having declared a pecuniary interest did not participate in the discussion or vote on the matter.

7.6 Resolution - Canada Public Transit Fund (CPTF) Transit Funding Update (COU26-033)

R2026-96

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT Council authorize the Mayor and Clerk, or their respective delegates, to enter into a Contribution Agreement for CP-001039 Capital Plan between The Corporation of the City of Stratford and the federal Ministry of Housing, Infrastructure and Communities for the Canada Public Transit Fund (CPTF), to fund the transit capital projects outlined in the agreement.

Carried

7.7 Resolution - Award of Request for Proposals for Source Separated Organics Processing (COU26-028)

R2026-97

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT the Proposal (RFP-2026-01) for Source Separated Organics Processing be awarded to Generate Upcycle;

THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the contract agreement for RFP-2026-01;

AND THAT the Director of Infrastructure Services be authorized to extend the contract for an additional two (2) one (1) year terms between April 1, 2029-March 31, 2030, and April 1, 2030-March 30, 2031 subject to successful contract performance and consumer price index increases.

Carried

7.8 Resolution - Farmland Lease Award – 150 McCarthy Road West (COU26-031)

R2026-98

Motion by Councillor Biehn

Seconded by Councillor Beatty

THAT the Proposal (RFP 2026-05) for the lease of 150 McCarthy Road West be awarded to Brad DeBoer, operating as Sunova Farm Incorporated;

THAT Council authorize staff to prepare and finalize the lease agreement for the property known as 150 McCarthy Road West for an initial period to December 31, 2027, with two one-year options to extend;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the lease agreement.

Carried

7.9 Resolution - 2025 Annual Reports from Committees of Council (COU26-029)

Members of Council thanked everyone who serve on the various committees and recognized the projects that they do for the community.

R2026-99

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the 2025 Annual Reports from the following Committees of Council be received for information:

- **Active Transportation Advisory Committee,**
- **Heritage Stratford Committee,**
- **Accessibility Advisory Committee,**
- **Stratfords of the World Committee,**
- **Communities in Bloom Committee, and**
- **Energy and Environment Committee.**

Carried

7.10 Proclamation - Dairy Week 2026

R2026-100

Motion by Councillor Beatty

Seconded by Councillor McCabe

THAT Stratford City Council hereby proclaims April 1 to April 4, 2026 as "Dairy Week" in the City of Stratford in celebration of the Dairy Sector in Perth County, and authorizes the flying of a Dairy Producer flag at City Hall on April 1 to April 4, 2026 in recognition of the hard work and dedication behind the foods we eat.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

There were no Standing Committee reports considered at the March 9, 2026 meeting.

10. Notice of Intent:

None noted.

11. Reading of the By-laws:

The following By-laws required First and Second Readings and Third and Final Readings and were taken collectively upon unanimous vote of Council present:

R2026-101

Motion by Councillor Biehn

Seconded by Councillor Nijjar

THAT By-laws 33-2026 to 36-2026 be taken collectively.

Carried unanimously

R2026-102

Motion by Councillor Hunter

Seconded by Councillor Henderson

THAT By-laws 33-2026 to 36-2026 be read a First and Second Time.

Carried two-thirds support

R2026-103

Motion by Councillor Burbach

Seconded by Councillor Biehn

THAT By-laws 33-2026 to 36-2026 be read a Third Time and Finally Passed.

Carried

11.1 Canada Public Transit Fund Transfer Payment Agreement - By-law 33-2026

To authorize the execution of a Contribution Agreement with His Majesty the King in right of Ontario as represented by the Minister of Infrastructure and Communities to receive funds through Canada's Baseline Funding Stream of the Canada Public Transit Fund.

11.2 2026 Tax Rates and Ratios - By-law 34-2026

To set tax ratios, tax rates and tax reductions for prescribed subclasses for the year 2026 and govern and regulate the finances of The Corporation of the City of Stratford.

11.3 Lease Agreement - 150 McCarthy Road West - By-law 35-2026

To authorize the acceptance of a proposal and execution of a Lease Agreement with Sunova Farm Incorporated for farmland at 150 McCarthy Road West to December 31, 2027, with two one-year options to extend (RFP-2026-05).

11.4 Source Separated Organics Processing Proposal Award - By-law 36-2026

To authorize the acceptance of a proposal, the undertaking of work and execution of a contract agreement with Generate Upcycle for the processing of source separated organics (RFP-2026-01).

12. Consent Agenda: CA-2026-022 to CA-2026-26

12.1 CA-2026-026

R2026-104

Motion by Councillor Burbach

Seconded by Councillor Sebben

THAT CA-2026-026, being a resolution from The Corporation of the Township of Perry regarding Reduced Rate Distribution of Library Resources, be endorsed.

Carried

13. New Business:

13.1 Message from Councillor Briscoe

Councillor Briscoe thanked members of Council, staff, and the public for their support during her maternity leave.

13.2 International Women's Day

Mayor Ritsma recognized the CFUW Stratford for their annual International Women's Day Breakfast that held on March 7th.

14. Adjournment to Standing Committees:

The next Regular Council meeting is March 23, 2026 in the Council Chamber, City Hall.

R2026-105

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the Council meeting adjourn to convene into Standing Committees as follows:

- **Infrastructure, Transportation and Safety Committee [7:05 or thereafter following the Regular Council meeting]; and**
- **Planning and Heritage Committee [7:10 or thereafter following the Regular Council meeting]**

and to Committee of the Whole if necessary, and to reconvene into Council.

Carried

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

Declarations of Pecuniary Interest made at Standing Committee meetings held on March 9, 2026 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

There were no disclosures of pecuniary interest made by a Member at the March 9, 2026 Council Reconvene meeting.

15.2 Reading of the Confirmatory By-law:

The following By-law required First and Second Readings and Third and Final Readings:

By-law 11.5 Confirmatory By-law 37-2026

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on March 9, 2026.

R2026-106

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT By-law 37-2026 be read a First and Second Time.

Carried two-thirds support

R2026-107

Motion by Councillor Burbach

Seconded by Councillor Sebben

THAT By-law 37-2026 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2026-108

Motion by Councillor Burbach

Seconded by Councillor Biehn

THAT the March 9, 2026, Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 8:39 P.M.

Meeting Start Time: 9:03 P.M.

Meeting End Time: 9:04 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



PLANNING REPORT

Date: March 23, 2026
To: Mayor Ritsma and Council
From: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
Report Number: COU26-038
Attachments: Draft Plan of Subdivision 31T-2201 Conditions (updated)

Title: Follow-Up Report: Draft Plan of Subdivision 31T22-001; Official Plan Amendment OPA001-22; Zoning By-law Amendment Z07-22, Paradize Properties Development Ltd. Part of Lot 41, Concession 1 in the former Township of Easthope, County of Perth, now City of St

Objective: The purpose of this follow-up report is to respond to Council's direction arising from the December 2024 consideration of the Draft Plan of Subdivision, Official Plan Amendment, and Zoning By-law Amendment applications for 3980 Road 111. Specifically, this report provides additional information and clarification regarding affordable housing objectives, potential green energy/climate initiatives, and matters relating to Road 111, which is under the control and jurisdiction of the Township of Perth East. This report is intended to assist Council in its reconsideration of the applications and the associated draft plan conditions of approval.

Background and Analysis: At the December 16, 2024, Regular Council meeting, Council considered report [COU24-152](#), prepared and recommended by Juliane vonWesterholt MCIP, RPP (Consulting Planner for the City), and also heard delegations as follows: Jane Marie Mitchell asked questions regarding housing and lack of parks in the proposed development; and, Mike Sullivan, who recommended that Council reject the proposals due to deficiencies in the submission meeting legal requirements of the Provincial Planning Statement and the Official Plan and matters under the Municipal Act not being considered.

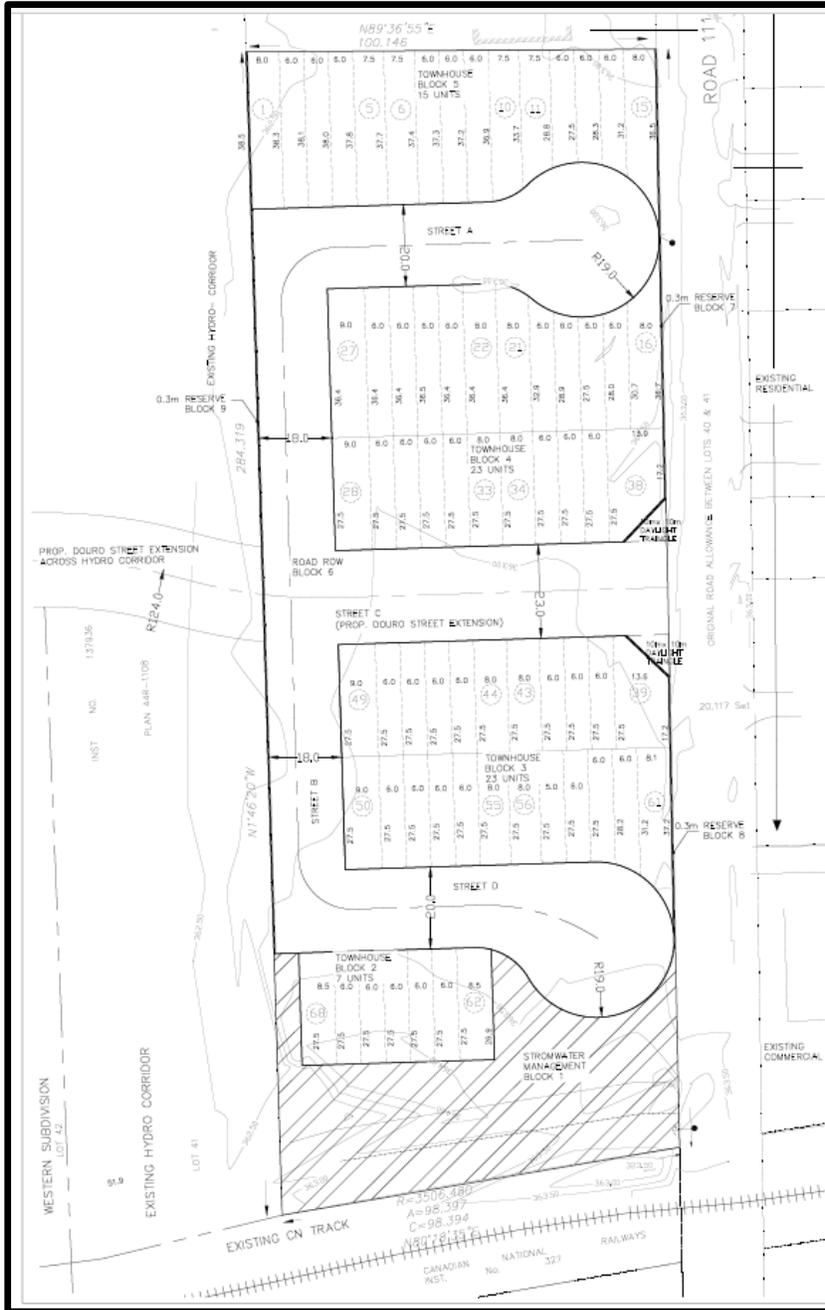
Upon the City's Consulting Planner and the delegate's completing their presentations, Council adopted the following resolution:

"THAT the Zoning By-law amendment for application Z07-22, the Official Plan amendment for application OPA 001-22, and the Draft Plan of Subdivision 31T-

2201, be deferred to obtain information on affordable housing units and possible green or environmental initiatives that can be implemented on the site.”

Following the December 16, 2024 meeting, correspondence from the Township of Perth East (the “Township”) was received expressing concerns over Road 111, which remains owned and maintained by the Township. The Township’s concerns have and continue to relate to potential post development impacts to Road 111, and improvements that may be required to accommodate the vehicular traffic from these lands as well as the larger “Cachet” lands lying west of the hydro corridor. The draft plan of subdivision is shown in Figure 1.

Figure 1- Draft Plan of Subdivision



Given the amount of time that has passed since the December 16, 2024 meeting, the Background and Analysis sections have been consolidated so that each matter, being: i) Affordable Housing; ii) Potential Green Energy Initiatives; and, iii) Township Concerns re: Road 111, is comprehensively detailed:

Affordable Housing

Report [COU24-152](#) contained reference to Official Plan Policy 3.4.1, which seeks to achieve a city-wide target of 25% affordable housing by directing that 40% of new housing be in forms other than single detached dwellings. It was clarified at the meeting that this policy is intended to be implemented across the City as a whole, rather than on a site-by-site basis. (*note: this draft plan proposes all/100% street-fronting town houses*)

The proposed development includes 68 freehold street townhouse units, a housing form generally more attainable than single detached dwellings. As such, the development contributes toward the City's broader housing mix and affordability objectives.

Council requested that the owner's consultant consider whether 25% of the units (17 units) could be provided as affordable housing and inquired about anticipated pricing. As the units are market-based, final pricing has not been determined. It was noted that designating specific units as affordable may affect pricing of the remaining units due to fixed development costs including land, labour and infrastructure to name a few.

Since the 2024 meeting, Staff have reviewed the Provincial Planning Statement, 2024 (PPS), which directs municipalities to establish targets for affordable housing and to permit and facilitate a full range of housing types. However, the PPS does not currently provide municipalities with legislative tools to mandate the provision of affordable units outside of Protected Major Transit Station Areas (PMTSAs), nor does the City of Stratford have inclusionary zoning authority. As such, there is no current statutory mechanism under the *Planning Act* to require a fixed percentage, or other tools to acquire affordable units within this development.

Notwithstanding, Staff have researched various implementation approaches, including securing affordable units through the Subdivision Agreement, maintaining flexible zoning to permit a broader range of housing forms, and the potential for a per-unit financial contribution towards affordable housing initiatives. Staff are of the opinion that the proposed plan, which proposes all dwellings as street-fronting townhomes, to meet the target of affordability in accordance with the Official Plan.

On the per-unit financial contribution noted above, it is interesting to note that some Ontario municipalities have begun exploring this voluntary cash contribution model. However, such an approach would require a clear legislative (i.e. *Planning Act*) and policy (i.e. Official Plan) direction, and in addition, adoption of a Community Improvement Plan (CIP) or other formal program to receive, manage, and allocate such

funds. In the absence of such a framework, imposing or accepting cash-in-lieu contributions raises legal and policy considerations and may create uncertainty respecting implementation and long-term accountability.

Accordingly, while the proposed development contributes toward the City's housing mix objectives through built form, the provision of secured affordable housing units or financial contributions would require broader policy direction and enabling tools beyond the scope of the current application.

Staff agree that no further requirements on this development are necessary. However, if Council desires to include specific direction on Affordable Housing as part of this development, Council should add the following draft approval condition:

##) The Subdivider shall acknowledge a commitment to providing a minimum affordable housing rate of 25% of the proposed dwelling units for the entire subdivision through the following clause to be included in the Subdivision Agreement:

"The Subdivider acknowledges and commits to providing a minimum affordable housing rate of 25% of the proposed dwelling units for the entire subdivision in conformity with the policies of the Official Plan, being 17 affordable dwelling units where 68 dwelling units are proposed."

In addition, Council's approving resolution should incorporate language to the following effect: *"AND THAT the conditions of draft plan approval, as presented in report COU26-XX, include an additional condition requiring the provision of a minimum affordable housing rate of 25% of the proposed dwelling units."*

Potential Green Energy Initiatives

During the December 16, 2024 meeting Council considered the development's impact on the environment and requested information regarding potential green or environmental initiatives that may be implemented as part of this development. The City's Official Plan contains broad sustainability objectives, including Policy 2.3(v), which supports environmentally sustainable development and climate resilience. In addition, the City's [Community Climate Action Plan \(CCAP\)](#) establishes strategic goals to reduce greenhouse gas emissions community-wide. Through the subdivision approval process, Council may require measures related to infrastructure readiness, energy efficiency strategies, electric vehicle (EV) infrastructure, solar-ready design, or other climate-supportive initiatives that are reasonably connected to land use planning and servicing considerations; however, such measures are not stated as mandatory requirements within the City's current Official Plan.

However, Council should be aware that imposing mandatory building performance standards, such as requiring all units to be "Net Zero Ready", may present legal risk. Energy efficiency and construction standards are primarily governed by the Building

Code Act and the Ontario Building Code. Municipalities generally do not have authority to impose standards exceeding the Building Code unless supported by specific statutory authority or clearly implemented through an adopted policy framework. A broadly worded sustainability objective, without more specific policy direction, may be insufficient to support a mandatory performance-based requirement if appealed.

Notwithstanding the above, the proponent has advised that they will commit to implementing innovative housing designs, use sustainable materials, adopt advanced construction technologies with an aim to construct all dwellings to be net zero-ready.

Accordingly, the proponent has agreed to a draft approval condition which would read:

“(Prior to execution of the Subdivision Agreement) The Owner/Subdivider shall submit an Energy Efficiency and Climate Resilience Strategy, prepared by a qualified professional, identifying feasible green and environmental initiatives for the development (e.g., EV-ready provisions, solar-ready design, and other measures consistent with the City’s Community Climate Action Plan), and shall incorporate the City-approved measures into the Subdivision Agreement, all to the satisfaction of the City’s Manager of Planning in consultation with the City’s Climate Change Program Manager and the City’s Chief Building Official.”

The Subdivision Agreement would then include a clause requiring implementation of the approved measures, as applicable.

Similar to the added condition for affordable housing, if Council desires to include specific direction on energy efficiency and construction standards as part of this development, Council’s approving resolution should incorporate language to the following effect: *“AND THAT the conditions of draft plan approval, as presented in report COU26-XX, include an additional condition requiring the provision of energy efficiency and construction standards as part of this development.”*

Township Concerns Re: Road 111

The subject lands are part of an annexation of lands from the Township into City jurisdiction. The annexation occurred in 2019 and entails the last of four (4) areas that came into City jurisdiction over a span of approximately 10 years. An agreement between the City and the Township stipulates that Road 111 in this area (i.e., the portion of Road 111 that the annexed lands will abut) is not transferred to the City as it remains under Township jurisdiction. The City is to share maintenance and repair costs on a 50/50 basis, and, any costs of improving Road 111 beyond its current rural standard are entirely (100%) the City’s, although such costs may be recovered through development-related agreements with benefiting developments.

Since 2017 when the “Cachet” lands were first being considered by prior owners for significant development, the Township has consistently expressed its interests in ensuring that Road 111 is appropriately addressed as part of development.

Official Plan Amendment 26 (OPA 26) established land use policies applicable to the lands now known as the "Cachet" development, including road-related policies 11.3.3.4, 11.3.3.5, and 11.3.3.6. Although these policies applied specifically to the Cachet lands, they did contemplate future/ultimate road connection to Road 111 via the subject lands.

OPA 26 required that the Cachet development be supported by a Transportation Impact Study ("TIS") to identify and assess impacts on abutting properties and on existing and proposed streets, including Road 111. The TIS was required to be completed to the satisfaction of the City of Stratford and, with respect to Road 111 and any impacts to the Township of Perth East, to the satisfaction of the Township acting reasonably.

The policies also acknowledged that the Cachet lands could generate additional traffic volumes and required the future developer (i.e. Cachet) to:

"enter into an agreement to address road improvements on area roads prior to final approval of a Plan of Subdivision. In addition, the future developer of these lands **may** be required to enter into an agreement with the Township of Perth East in order to ensure that the recommendations of the Transportation Study, as it relates to Road 111, are implemented by the future developer" (*emphasis added*)

Council's approval of the Cachet subdivision ultimately did not require such agreement, leaving Perth East's concerns relating to Road 111 to be addressed as part of this subject development.

Following discussions between the proponent (Paradize), the City, and Township representatives, Perth East has provided its requirements which are summarized as follows: ensuring that any connection to Road 111 is supported by an updated TIS completed in accordance with Township-approved Terms of Reference and peer reviewed at no cost to the Township; securing implementation of any recommended mitigation measures arising from that study; protecting Road 111 from premature or uncontrolled access through the conveyance of a 0.3 m (1-foot) reserve; addressing grading, drainage, and stormwater impacts affecting Road 111; and entering into a Development Agreement directly with the Township to implement road improvements and related requirements, including any associated conveyances, easements, financial contributions, and reimbursement of reasonable review costs.

Staff support and agree that the Township's requirements are reasonable. These matters can be secured through draft plan approval conditions (being condition nos. 14, 22, and 53 in the attached), which will further require that the Owner enter into a Development Agreement with Perth East.

To conclude, the Director of Building and Planning is of the opinion that the professional recommendation previously provided to Council on the subject applications by Juliane von Westerholt, MCIP, RPP (Consulting Planner for the City), remains appropriate,

subject to reference to a slightly updated Draft Plan which includes the 0.3 m reserve blocks requested by the Township of Perth East.

Further, the draft approval conditions as originally provided in report [COU24-152](#) have been updated to reflect the City's current template and structure, however the overall contents and requirements remain the same.

Should Council wish to incorporate the requirements relating to Affordable Housing and Potential Green Energy Initiatives, these matters can be addressed through corresponding direction within Council's approving resolution, and the additional draft approval conditions, both as outlined in this report.

Financial Implications:

(No change from report [COU24-152](#)) All municipal infrastructure to be installed at the developer's expense will eventually be assumed and maintained by the City upon assumption of the subdivision works at which time will be considered as part of the City's asset management plan. At this point, the City will incorporate future rehabilitation and replacement into the long-term financial forecasting and financial planning process.

Staff Recommendation: THAT the Zoning By-law Amendment, as recommended by staff as per Report COU24-152 for application Z07-22 to rezone the subject lands municipally known as 3980 Road 111 to Residential Fourth Density Zone with site specific regulations (R4), BE APPROVED;

THAT the Official Plan Amendment, as recommended by staff as per Report COU24-152 for application OPA 001-22 to redesignate the subject lands municipally known as 3980 Road 111 to Medium Density Residential, BE APPROVED;

THAT Draft Plan of Subdivision 31T-2201, as recommended by staff as per Report COU24-152, submitted by Paradize Properties Development Ltd., prepared by Municipal Development and Planning Services Inc. (MDPS), and as revised and dated February 27, 2026 to include the 0.3 m reserve blocks requested by the Township of Perth East, for lands known municipally as 3980 Road 111 originally surveyed by Trevor D.A. McNeill, O.L.S. on May 3, 2022, BE APPROVED by the City of Stratford pursuant to Section 51(31) of the Planning Act, subject to the updated conditions attached to Report COU26-XX;

AND THAT approval of the Zoning By-law Amendment, Official Plan Amendment, and Draft Plan of Subdivision is recommended for the following reasons:

I. Public interest was considered;

II. The recommended approvals are consistent with the Provincial Planning Statement;

III. The recommended Official Plan and Zoning By-law Amendments will facilitate development that is appropriate for the lands;

IV. It will provide for a range of housing types to meet the needs of existing and future residents; and

V. It is an efficient use of land and infrastructure.

Recommended by: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services

Approved for Council by: André Morin, CPA, Chief Administrative Officer

Attachment to Report COU26-038

CONDITIONS OF APPROVAL of Draft Plan of Subdivision

Conditions of Draft Approval

GENERAL CONDITIONS

- 1) That this approval applies only to the draft plan of subdivision 31T22-001 as shown on the draft plan of subdivision prepared by Municipal Development and Planning Services Inc. (MDPS) for Paradize Properties Development Ltd., dated February 27, 2026, for lands known municipally as 3980 Road 111, originally surveyed by Trevor D.A. Mc Neill, O.L.S., on May 3, 2022, which includes:
 - Block 1: Stormwater Management
 - Block 2: Residential - seven (7) street townhouse dwelling units
 - Block 3: Residential – twenty-three (23) street townhouse dwelling units
 - Block 4: Residential – twenty-three (23) street townhouse dwelling units
 - Block 5: Residential – fifteen (15) street townhouse dwelling units
 - Block 6: Right of Way
 - Blocks 7 through 12: 0.3-metre Reserves
 - Block 13: Future Right of Way – subject to approval of Hydro One Networks Inc. / Provincial Secondary Land Use Program (PSLUP)

- 2) That this draft approval shall lapse if final approval is not given within five (5) years of the date of draft approval (or, if appealed, in accordance with s. 51(32)), unless an extension is granted under s. 51(33). Any request by the Owner/Subdivider to extend the lapsing date shall be submitted in writing to the City's Manager of Planning (or designate) no later than ninety (90) calendar days prior to the lapsing date. Any extension shall be at the discretion of the City and confirmed in writing.

- 3) As it relates to infrastructure and services:
 - a. No development of the Plan of Subdivision may begin until all external infrastructure and services required for the development of the Plan of

Subdivision are in place; including municipal water supply, treatment and conveyance infrastructure and sewage treatment and waste water conveyance infrastructure. For the purpose of these conditions, services being "in place" means that the infrastructure exists and is operational to the satisfaction of the City and that capacity in such infrastructure has been formally allocated by the City for use in connection with the development of the Plan of Subdivision. External capacity of any services will be formally allocated through the execution of a Subdivision Agreement (or Development Agreement) for each phase of the development as City capacity allows. Should the City Engineer and/or Director of Infrastructure and/or their designate deem there to be insufficient external capacity for any of the required municipal services, the City has no obligation to provide such capacity within the lapse period, or at any time. The City may include language in each Subdivision Agreement or Development Agreement regarding the allocation of external capacity.

- b. That, in connection with all financing proposals and commitments and all offers and agreements of purchase and sale made by or to the Subdivider/Owner involving all or any part of the land covered by the Plan of Subdivision that has not been registered, there shall be a written acknowledgement given by the other party or parties of item 2.a. above and of receiving a copy of the draft plan conditions which acknowledgement will be produced by the Subdivider/Owner to the City on request.
 - c. The Owner/Subdivider's engineer shall satisfy the City's Infrastructure Services Department with regard to a portion of the "Mullin Drain" being abandoned or realigned under the provisions of the Drainage Act, R.S.O. 1990, c.D.17 (the "Drainage Act"). In accordance with section 65(1) of the Drainage Act the Developer shall be responsible for all reasonable costs associated with updating the Drainage Reports on the Mullin Drain.
 - d. Considering that the subject lands front onto, and require vehicular access to Road 111, which is maintained by, and under the jurisdiction of the Township of Perth East, no development of the Plan of Subdivision may begin until all the requirements of the Township of Perth East, as stipulated in condition 22) herein, are satisfied.
- 4) The Subdivider and the City shall enter into a subdivision agreement (the "Subdivision Agreement") for each phase pursuant to section 51(26) of the Planning Act, R.S.O. 1990 c.P 13, to be registered on title of the lands to which it applies prior to the Plan of Subdivision being registered. Further, the Subdivision

Agreement shall include provisions that it will also be registered against the lands to which it applies once the plan of subdivision has been registered.

The Subdivision Agreement between the Subdivider and the City shall satisfy all of the requirements of the City related to financial, legal, planning and engineering matters including but not limited to the provision of roads, temporary roads, turning circles, pedestrian walkways, grading and drainage, planting of trees, landscaping, fencing, buffering, street lighting and other amenities, provision of community mailboxes, the provision and installation of full municipal water and sanitary services, the installation of underground electrical services and other matters of the City respecting the development and processing of the Plan of Subdivision, including the payment of City Development Charges in accordance with the City's Development Charges By-law.

- 5) In the instance where the Subdivision is to be phased, the Subdivider shall prepare a Phasing Plan to the satisfaction of the City of Stratford's Manager of Planning in consultation with the Manager of Engineering. Where the Subdivision is to be phased, a Supplementary Agreement identifying each lot or block for which credits are payable shall be registered for each phase prior to the registration of each phase of the plan of subdivision, until there is no outstanding balance remaining.
- 6) That prior to final approval of each phase, the appropriate zoning and official plan designations shall be in effect for the Plan of Subdivision.
- 7) That, following final approval by the City of Stratford, the Subdivider/Owner shall provide a digital copy of the Plan of Subdivision in an electronic format compatible with the latest version of AutoCAD referenced to NAD83 UTM Zone 17 Horizontal Control Network and created from survey information utilizing the City's Survey Control Network to the City of Stratford's Planning Department.
- 8) The Subdivider shall install within the subdivision any required geodetic monuments under the direction of the City's Manager of Engineering, with co-ordinate values and elevations thereon and submit for registration the plans showing the location of the monuments, their co-ordinate values, elevations and code numbers as prescribed by the Surveyor General of Ontario.
- 9) To expedite the approval for registration, the Subdivider shall submit to the City's Manager of Planning, a detailed written submission documenting how all conditions imposed by this approval that require completion prior to registration of the subdivision plan(s), have been satisfied.

PRIOR TO EXECUTION OF SUBDIVISION AGREEMENT

Approved Plans

- 10) The Owner/Subdivider's engineer shall provide a detailed sanitary servicing strategy which shall identify the implementation and phase of sanitary servicing for the entire development. The detailed sanitary servicing strategy is to be completed to the satisfaction of the City's Manager of Engineering.
- 11) The Owner/Subdivider's engineer shall submit a detailed water servicing strategy which shall outline the implementation and phasing of water servicing for the entire development, including modelling to demonstrate that adequate water and treatment capacity and pressure, in accordance with City standards, are available for all phases of development. The detailed water servicing strategy is to be completed to the satisfaction of the City.
- 12) The Subdivider agrees that prior to the City's approval of servicing drawings for lotless blocks intended for street townhouse dwellings, to submit an On-Street Parking Plan and obtain approval of such plan from the City's Manager of Engineering in consultation with the City's Manager of Planning. The on-street parking plan shall include detailed signage stating that on-street parking is prohibited between 2:00 a.m. and 6:00 a.m.
- 13) The Subdivider shall prepare detailed Site Servicing Plans for the subject lands and obtain approval thereof from the City's Manager of Engineering in consultation with the City's Chief Building Official.
- 14) The Subdivider shall submit a final stormwater management plan inclusive of a water balance report, and sediment and erosion control plans incorporating necessary measures to enhance the quality of stormwater discharges and to control erosion and sedimentation during and after construction for the review and approval of Canadian National Railway (CN), Hydro One Networks Inc. (HONI), the Township of Perth East, and the City's Manager of Engineering in consultation with the City's Manager of Parks, Forestry and Cemetery.

The final stormwater management plan and sediment and erosion control plan, and final detailed servicing and grading plans shall identify drainage and sediment and erosion control strategies. The final stormwater management plan shall also provide detail with respect to the monitoring and maintenance of the stormwater management facilities.

The following Water Balance performance criteria is required to be met, in accordance with the City's consolidated linear infrastructure ECA for Municipal Stormwater Management Systems:

- a. If a Water Balance Assessment Study has not been completed, then the following will apply.

- b. Control the recharge to meet Pre-Development conditions on property; or,
 - c. Control the runoff from the 90th percentile storm event.
- 15) The Subdivider agrees that they shall be responsible for all costs associated with the preparation and completion of a Watermain Hydraulic Assessment by the City's consultant to the satisfaction of the Manager of Engineering.
- 16) The Subdivider shall obtain approval of landscape plans for the stormwater management facilities. The landscape plans are to be prepared by a qualified professional and approved by the City's Manager of Parks, Forestry and Cemetery, as well as Canadian National Railway ("CN") pertaining to the required safety berm, and the stormwater pond discharge.
- 17) The Subdivider shall submit a Photometric Plan prepared by a qualified professional and approved by the City's Manager of Planning in consultation with the City's Manager of Engineering.
- 18) The Subdivider shall submit an updated and detailed Noise and Vibration Study, prepared by a qualified acoustical engineer, based on the final approved draft plan, grading, and architectural design drawings, to the satisfaction of the City's Manager of Planning, in consultation with the City's Manager of Engineering, and the Canadian National Railway ("CN").

The updated study shall:

- a. Confirm compliance with the Ministry of the Environment, Conservation and Parks (MECP) NPC-300 (as amended) and Canadian National Railway requirements;
- b. Confirm that the recommended noise and vibration mitigation measures align with the final approved plan;
- c. Identify the precise location, design specifications, implementation timing, and certification requirements for all mitigation measures to be secured through the Subdivision Agreement;
- d. Without limiting the generality of the foregoing, the study shall include detailed provisions respecting:
 - i. The acoustic barrier(s) along the property line adjacent to Road 111;
 - ii. The specific lots to which noise warning clauses apply; and,
 - iii. The required wording of warning clauses to be inserted in all/or specified Agreements of Purchase and Sale and registered on title.

- e. All approved recommendations of the updated study shall be incorporated into the Subdivision Agreement, including construction, maintenance, access, and certification provisions, to the satisfaction of the City.
- 19) The Subdivider shall obtain approval of a Landscaping Plan. The plan is to be prepared by a qualified professional and approved by the City's Manager of Parks, Forestry and Cemetery and the City's Manager of Engineering.
 - 20) The Subdivider shall prepare an Arborist Report and Tree Inventory and Preservation Plan consistent with the City of Stratford Tree Preservation By-law Number 86-2020 (as amended or revised) to the satisfaction of the City's Manager of Parks, Forestry and Cemetery. The Report and Plan shall be prepared by a qualified professional and shall address any significant trees on the property. Significant shall mean any healthy hardwood trees over 30 centimetres in diameter at breast height whether they are being retained or removed.
 - 21) The Subdivider shall prepare a Replanting Plan prepared by a qualified professional to the satisfaction of the City's Manager of Parks, Forestry and Cemetery.
 - 22) The Subdivider shall satisfy the Township of Perth East with respect to traffic, access, grading, drainage, and related matters affecting Road 111, which is under the Township's ownership and jurisdiction, such that any required provisions can be included within the Subdivision Agreement between the Subdivider and the City.

Without limiting the generality of the foregoing, the Township of Perth East shall provide confirmation in writing to the City that the Subdivider has agreed to the following:

- a. Convey a 0.3 m (1-foot) reserve along the Road 111 frontage, as required by the Township of Perth East, free of costs and encumbrances, to prevent direct access, with the reserve at the Douro Street extension, whether directly or indirectly, not to be lifted until an updated or new Transportation Impact Study (TIS) has been completed, peer reviewed by the Township of Perth East, and any recommended mitigation measures implemented and/or secured to their satisfaction;
- b. Prepare, at no cost to the Township of Perth East, an updated or new Transportation Impact Study in accordance with Terms of Reference approved by the Township of Perth East including updated trip generation, expanded study area being between King's Highway 7 and 8 and the Canadian National Railway rail crossing (a distance along Road 111 of approximately 0.5 kilometres), cumulative impact analysis, and peak hour congestion review;

- c. Enter into a Development Agreement with the Township of Perth East, at no cost to the Township, to implement the recommendations of the approved TIS and any related requirements, including but not limited to road improvements, conveyances, easements, financial contributions, and reimbursement of the Township's reasonable legal and engineering review costs;
- d. Ensure that, as per condition 14) herein, grading, stormwater management, erosion and sediment control, and any works affecting Road 111 are reviewed and approved by the Township of Perth East, and that the Subdivision Agreement with the City will contain appropriate provisions to secure such works;
- e. Where development proceeds prior to the lifting of the 0.3 m reserve, implement temporary turning circles and physical barriers at road terminations adjacent to Road 111, to remain in place until access is granted by the Township of Perth East.

Confirmation shall be provided by the Township of Perth East to the City of Stratford's Manager of Planning that the above matters have been satisfied to its satisfaction prior to final approval.

Agreement Clauses

- 23) The Subdivider covenants and agrees that the following clause be included in the Subdivision Agreement:

"Where foundations' depth for any dwelling exceeds 1.5 metres, the Owner/Subdivider shall retain a Professional Engineer to review the designs and provide a letter of suitability for the foundations at the time of Building Permit Application."

- 24) The Subdivider covenants and agrees that the following clause be included in the Subdivision Agreement:

"Where any lot or block is created and graded using engineered fill, the Owner/Subdivider shall retain a Professional Engineer licensed to practice in the Province of Ontario to certify that such fill has been placed, compacted, and completed under full-time inspection in accordance with accepted industry standards and best practices, and that the affected lots are suitable and safe for residential development. Such certification shall be provided to the City prior to final approval of the applicable phase or prior to the issuance of building permits for the affected lots, to the satisfaction of the City's Manager of Building Services / Chief Building Official."

- 25) The Subdivider covenants and agrees that the following clause be included in the Subdivision Agreement:

“Where any lot or block contains engineered fill, the Owner/Subdivider shall provide notice to all prospective purchasers and subsequent owners of the existence and extent of the fill area. Such notice shall include the registration on title of a plan or map identifying the location and limits of the fill area, to the satisfaction of the City’s Manager of Building Services / Chief Building Official. The Owner shall further provide written confirmation to the City that such notice has been registered and incorporated into all Agreements of Purchase and Sale.”

- 26) The Subdivider covenants and agrees that the Subdivision Agreement shall include a provision restricting development, including the issuance of building permits, until the City has received written confirmation that the municipal watermain system has been fully looped, to the satisfaction of the City’s Director of Infrastructure Services.
- 27) The Subdivider covenants and agrees that the Subdivision Agreement shall contain a clause requiring the Owner/Subdivider to make satisfactory arrangements with the City and all applicable utility providers for the relocation of any utilities necessary to accommodate the development of the Subject Lands, with all associated costs to be borne by the Owner/Subdivider.
- 28) The Subdivider covenants and agrees that the final stormwater management report and erosion control plan referenced in condition 14) herein shall incorporate the following, and which shall be clauses within the Subdivision Agreement:
- a. semi-annual monitoring reports which shall be required when fifty (50) percent of the building permits have been issued for the entire development;
 - b. confirmation that the design meets the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA) for the City;
 - c. the construction of the stormwater management facility in one phase which shall include the Street C storm sewer outlet to the “Street F” / “Fuller Avenue” in the Cachet Plan to the west;
 - d. confirmation that there is no damage to the downstream lands, properties or structures beyond the limits of this subdivision resulting from any increase in or acceleration of stormwater runoff from the subdivision;

- e. identification of major overland flow route(s);
 - f. lot level and conveyance controls such as direct discharge roof leaders to grassed surfaces, grading lots to minimize areas contributing runoff directly to roadway drainage systems, minimizing lot grades, etc., should be implemented to the extent technically, physically and economically practicable;
 - g. the recommendations of the preliminary stormwater management report;
 - h. heavy duty silt fencing along the limits of the development where appropriate;
 - i. that the approved sediment and erosion control measures shall be in place prior to any work being undertaken on the subject lands including that the stormwater management facility be constructed prior to any earthworks on the subject lands as a temporary sedimentation basin;
 - j. details with respect to the monitoring and maintenance of the storm water measures utilized; and,
 - k. that the above matters be shown on the final detailed servicing and grading plans where appropriate.
- 29) Prior to final approval of each phase, the Subdivider covenants and agrees that the Subdivision Agreement between the City and the Owner shall include provisions addressing the following:
- a. that municipal ownership and assumption of any stormwater management facilities, including facilities required for the retention and enhancement of stormwater quality, shall not occur until the final phase of the development has been completed and assumed by the City; and
 - b. that any environmental protection measures recommended in the final approved Stormwater Management Plan, and not otherwise secured under the Ontario Water Resources Act, shall be implemented and secured through the Subdivision Agreement to the satisfaction of the City.
- 30) Prior to the City granting occupancy for any dwelling unit, the Subdivider covenants and agrees to design and construct "Street C" from its current terminus at "Fuller Avenue" west of the transmission corridor, over the transmission corridor and to the subject lands to the satisfaction of the City's Director of Engineering and Hydro One Networks Inc. ("HONI").

It is acknowledged that these works, including design expense, are intended by the City to be included in the City's Development Charge By-law, as amended, and should this occur, the City shall be responsible for 100% of the cost of these works.

If sufficient money is not allocated from the appropriate City Development Charge Account(s) to permit the City to fund these works or if the upgrade is not a Development Charge eligible expense and the Subdivider wishes to proceed, the Subdivider agrees to provide and up-front the cost of these works either independently or in cooperation with other benefitting landowners .

Should the design and construction of "Street C" become a Development Charge eligible expense, the City agrees to recognize any monies paid by the Subdivider for any works or service normally paid out of the City's Development Charge Account with such monies representing a credit towards any City Development Charge payable for each lot or block only within the registered plan. Said credit shall be granted for that portion of the applicable Development Charge with respect to the engineering services required to be paid prior to the issuance of building permits for those lots or blocks identified by the Subdivider and included in the Supplementary Agreement with the City to be registered against the title of each identified lot or block.

If the registration of the plan is staged, a Supplementary Agreement identifying each lot or block for which credits are payable shall be registered for each stage prior to the registration of each stage of the plan of subdivision, until there is no outstanding balance remaining.

When no outstanding credit balance remains, then the Development Charges will be paid in the normal manner in accordance with the City's By-law.

If, following the registration of the entire plan of subdivision and issuance of all building permits, there is any outstanding balance, it shall remain with the lands to be used as a credit for future development, or alternatively, the City shall enter into an agreement with the Subdivider, under Section 40 of the Development Charges Act, to enable the transfer of Development Charge credits to other benefitting lands within the community, subject to satisfactory arrangements being made between all parties.

- 31) The Subdivider covenants and agrees to incorporate the recommendations of the Noise and Vibration Impact Study as prepared by Vintec Acoustics (Mississauga, ON), for Paradize Properties Development Limited and as dated August 2, 2024, through the following warning clauses to be included in the Subdivision Agreement (unless determined otherwise by an updated study as per condition 18) herein):

- a. "To inform future building owner/occupants of noise from the vehicular transportation corridors in the area, the following Type-A Noise Warning Clause shall be registered on Title and shall be included in all Agreements of Purchase and Sale, Deeds and/or Tenancy Agreements:

CLAUSE A

"Purchasers are advised that despite the inclusion of noise control features in this development area and within the dwelling units, noise due to increasing road traffic may be of concern, occasionally interfering with the activities of the occupants as the noise levels may exceed the noise criteria of the Municipality and the Ministry of the Environment, Conservation and Parks."

- b. "To inform future building owner/occupants of noise from the road and rail noise sources in the area, the following Type-B Noise Warning Clause shall be registered on Title and shall be included in all Agreements of Purchase and Sale, Deeds and/or Tenancy Agreements:

CLAUSE B

"This dwelling unit has been supplied with forced air heating sized to accommodate a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the Municipality's and the Ministry of the Environment, Conservation and Parks noise criteria."

- c. "To inform future occupants of the presence of the CN Rail (Guelph Subdivision) right-of-way, the following Clause-C Noise Warning Clause shall be registered on Title and shall be included in all Agreements of Purchase and Sale, Deeds and/or Tenancy Agreements:

CLAUSE C: CN Rail Warning Clause

"Warning: Canadian National Railways Company or its assigns or successors in interest has or have a right-of-way within 300 meters from the land subject hereof. There may be alteration to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwellings. CN Rail will not be responsible for any

complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way. ”

- d. “To inform future building owner/occupants of industrial/commercial noise sources in the area, the following Type-E Noise Warning Clause shall be registered on Title and shall be included in all Agreements of Purchase and Sale, Deeds and/or Tenancy Agreements:

CLAUSE E - warning re: industrial/commercial noise sources (all residential units)

“Purchasers/tenants are advised that due to the proximity of adjacent industrial and commercial facilities, noise from these facilities may at times be audible. ”

Notwithstanding the clauses provided in condition 31) above, the Subdivider also covenants and agrees to incorporate specific additional clauses relating to noise barriers, and other noise/vibration mitigation measures as recommended by an updated study to be provided as per condition 18) herein, and generally as follows:

- e. The following warning clauses be included in the Subdivision Agreement and inserted in all of the Agreements of Purchase and Sale or Lease for units immediately adjacent to Road 111 (listed as unit nos. 15,16,38,39 and 61 on the draft plan of subdivision listed in condition 1) herein):

“that [the above referenced units] contain an Acoustical Noise wall along Road 111, which cannot be removed and must be maintained by the owner of the lot at their cost.”

- f. That the Owner/Subdivider provides for any necessary easements for access and maintenance for the acoustic barrier to the satisfaction of the City Solicitor.

- 32) The Subdivider covenants and agrees that the Subdivision Agreement shall contain a clause requiring the Owner to provide written notice to all first purchasers of lots or blocks within the Plan of Subdivision, at the time of transfer of land, of the applicable development charges payable in respect of the development, pursuant to subsection 59(4) of the Development Charges Act, 1997, as amended.
- 33) The Subdivider covenants and agrees that the Subdivision Agreement shall include a provision requiring the Owner, if necessary, to enter into an agreement with Canada Post Corporation for the installation of community mailboxes for each phase of development.

The Subdivision Agreement shall further require that:

- a. the location of community mailboxes be approved by Canada Post and the City;
 - b. the Owner provide written confirmation from Canada Post that all conditions for service have been satisfied prior to final approval of each phase; and
 - c. all Agreements of Purchase and Sale contain notice to prospective purchasers of the location of the community mailbox facilities and any associated access requirements.
- 34) The Subdivider covenants and agrees that the Subdivision Agreement shall include the recommendations of the Transportation Impact Study as prepared by Paradigm Transportation Solution, for Paradize Development and as dated May 2022, and as updated on April 2023 and August 2024, and/or as per future Study prepared to the satisfaction of the Township of Perth East as per conditions 22)b and 22)c herein. In addition, the following clause shall be included in the Subdivision Agreement:
- a. The Subdivider shall provide transit network maps, cycling network maps, and information on the 'Smart Commute' program in offers of purchase and sale and tenancy agreements for all Lots and Blocks included in this Subdivision.
- 35) The Subdivider shall prepare a cost estimate for all engineering, noise wall/berm, and landscaping and surface works to the satisfaction of the City's Manager of Engineering. The cost estimate shall be prepared by qualified professionals. The engineering portion of the cost estimate shall provide an itemized list of all costs, both on and off site, to install and provide all site works and site servicing as required by the approved Engineering Plans. The landscaping portion of the cost estimate shall provide an itemized list of all costs, both on and off site, to install and provide all site landscaping, vegetation, and other works required by the approved landscaping, streetscaping, street tree, and replanting plans, among others.
- 36) The Subdivider shall provide a Letter of Credit or Surety Bond consistent with the City's standard template in the amount specified by the approved cost estimate for all engineering, noise wall, and landscaping works to the satisfaction of the City's Director of Corporate Services in consultation with the City's Manager of Planning.

PRIOR TO FINAL APPROVAL

Subdivision Agreement

- 37) The Subdivider shall sign the Subdivision Agreement and the agreement shall be registered against title of the subdivision lands.

Fees and Payments

- 38) The Subdivider shall make arrangements with, and to the satisfaction of, the City of Stratford Finance Division for the payment of any outstanding Municipal property taxes.
- 39) The Subdivider shall satisfy the total 5% parkland dedication requirement for the entire subdivision by cash-in-lieu based on a property appraisal undertaken by a qualified professional, to the satisfaction of the City's Manager of Planning.

Conveyances, Dedications, and Easements

- 40) The Owner/Subdivider shall make arrangements for the granting of any easements required for utilities and municipal services. The Owner/Subdivider agrees to the following:
 - a. to enter into agreements with the appropriate service providers for the installation of underground communication and telecommunication utility services to serve the lands, including provisions to enable, at a minimum, the effective delivery of broadband internet services and communication/telecommunication services for 911 Emergency Services, prior to final approval of each phase.

The Owner shall further provide to the City's Manager of Planning and Manager of Engineering copies of the Final Plan and any reference plan(s) showing all required easements in favour of Festival Hydro, Enbridge Gas Inc., telecommunication providers, and any other utility agencies requiring easements, all to the satisfaction of the City.
 - b. to ensure that there are no conflicts between the desired locations for utility easements and those easement locations required by the City's Manager of Engineering.
 - c. to ensure that there are no conflicts between utility or municipal service easement locations and any approved Tree Preservation / Replanting Plan.

- d. if utility easement locations are proposed within lands to be conveyed to, or presently owned by the City, the Subdivider shall obtain prior written approval from the City's Manager of Planning and the City's Manager of Engineering, or, in the case of parkland, the City's Manager of Parks, Forestry and Cemetery.
 - e. to provide to the City's Manager of Planning, a clearance letter from each agency requiring an easement. Such letter shall state that the respective utility company has received all required grants of easement, or alternatively, no easements are required.
 - f. as per Condition 31) f herein, to provide any required easement(s) for access to and maintenance of the acoustic barrier(s) located along or adjacent to Road 111, which barrier(s) shall be situated on the affected lot(s) and maintained by the respective property owner at their sole cost and expense, to the satisfaction of the City Solicitor.
 - g. Prior to final approval of any phase requiring a temporary turning circle, the Owner/Subdivider shall convey to the City, at no cost and free of encumbrances, all lands, blocks, and reserves necessary to establish the turning circle. The turning circle shall be designed and constructed to a permanent municipal standard, unless otherwise provided for in the Subdivision Agreement, to the satisfaction of the City's Manager of Engineering.
 - h. to provide all necessary easement(s) over the existing transmission corridor to permit the extension of water and sanitary servicing from the adjacent subdivision to the subject lands, at the Owner/Subdivider's sole cost and expense, to the satisfaction of the City's Manager of Engineering and Hydro One Networks Inc. ("HONI"). The Owner/Subdivider shall provide written confirmation from HONI approving such easement(s) and servicing works, when available.
 - i. to provide a minimum 1.5-metre-wide maintenance easement benefiting internal townhouse units (excluding end units) where direct access to the rear yard is not provided through the garage, for the purpose of rear yard access and maintenance.
- 41) The Subdivider shall dedicate all roads, road widenings, and public walkways to the City by the registration of the Final Plan.
- 42) The Subdivider agrees to convey to the City all of the following lands as shown on the Final Plan for the purposes stated therein, at no cost and free of encumbrance, concurrently with the registration of the plan of subdivision:

- Block 1: Stormwater Management Facility, and for the purposes of a railway berm and railway buffer naturalized area.
- Block 6: Right of Way (Streets "A", "B", "C", and "D" shall be shown, named, and dedicated as public highways)
- Blocks 7 through 12: 0.3-metre Reserves
- Block 13: Future Right of Way – subject to approval of Hydro One Networks Inc. / Provincial Secondary Land Use Program (PSLUP) (as per condition 49) e herein).

Plans for Approvals

- 43) The Subdivider agrees that all streets shall be named and the lots shall be addressed to the satisfaction of the City's Manager of Planning in consultation with the City's Clerk and the City's Emergency Services Departments. This shall include permanent and temporary road names and municipal address signage during all stages of construction, and street signage shall be required through the subdivision agreement.
- 44) The Subdivider agrees and shall provide to the satisfaction of Festival Hydro Services Inc., an electrical layout as to how electrical services are provided to the Plan of Subdivision with such approval being communicated to the City. Any and all new, additional, expansion or relocation of any electrical infrastructure shall be at the sole cost and expense of the Owner/Subdivider.

Agency Conditions / Clearances

- 45) That prior to final approval and registration of the Plan of Subdivision, where required under the Environmental Protection Act, the Owner/Subdivider shall file a Record of Site Condition (RSC) on the Environmental Site Registry in accordance with Ontario Regulation 153/04, as amended, and provide the City's Manager of Planning, and the City's Manager of Building / Chief Building Official, with a copy of the acknowledged Record of Site Condition and a reliance letter from the Qualified Person confirming that the City may rely upon the RSC.
- 46) That prior to final approval and registration of the Plan of Subdivision, the Owner/Subdivider shall provide a letter from a licensed archaeologist confirming that all archaeological assessment requirements have been addressed and that no further archaeological work is required for the subject lands, together with a Ministry of Tourism, Culture and Sport confirmation letter indicating that the report has been entered into the Ontario Public Register of Archaeological Reports and that the licensed archaeologist has met the Terms and Conditions

for Archaeological Licensing. The letter shall be provided to the City's Manager of Planning.

- 47) The Subdivider shall obtain a clearance letter from Enbridge Gas indicating that all required easements have been provided and that there are no outstanding concerns with the Subdivision. The clearance letter shall be provided to the City's Manager of Planning.
- 48) The Subdivider shall obtain a clearance letter from Festival Hydro indicating that all required easements have been provided and that there are no outstanding concerns with the Subdivision. The clearance letter shall be provided to the City's Manager of Planning.
- 49) The Subdivider shall obtain a clearance letter from Hydro One Networks Inc. ("HONI") indicating that the following has been completed (the clearance letter shall be provided to the City's Manager of Planning):
 - a. Prior to HONI providing its final approval, the developer must make arrangements satisfactory to HONI for lot grading and drainage. Digital PDF copies of the lot grading and drainage plans (true scale), showing existing and proposed final grades, must be submitted to HONI for review and approval. The drawings must identify the transmission corridor, location of towers within the corridor and any proposed uses within the transmission corridor. Drainage must be controlled and directed away from the transmission corridor.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any HONI facilities located on the transmission corridor. During construction, there must be no storage of materials or mounding of earth, snow or other debris on the transmission corridor.
 - c. At the developer's expense, temporary fencing must be placed along the transmission corridor prior to construction, and permanent fencing must be erected along the common property line after construction is completed.
 - d. The costs of any relocations or revisions to HONI facilities which are necessary to accommodate this subdivision will be borne by the developer. The developer will be responsible for restoration of any damage to the transmission corridor or HONI facilities thereon resulting from construction of the subdivision.
 - e. HONI's conditions contained herein should in no way be construed as permission for or an endorsement of proposed location(s) for any road

crossing(s) contemplated for the proposed development. This permission may be specifically granted by the Ontario Infrastructure & Lands Corporation ("OILC") under separate agreement(s). Proposals for any secondary land use including road crossings on the transmission corridor are processed through the Provincial Secondary Land Use Program (PSLUP). HONI, as OILC's service provider, will review detailed engineering plans for such proposals separately, in order to obtain final approval.

Should approval for a road crossing be granted, the developer shall then make arrangements satisfactory to OILC and HONI for the dedication and transfer of the proposed road allowance directly to the City of Stratford.

Access to, and road construction on the transmission corridor is not to occur until the legal transfer(s) of lands or interests are completed.

- 50) The Subdivider shall obtain a clearance letter from the Canadian National Railway Company indicating no concerns with the Subdivision and noting they are satisfied with the noise mitigating measures, as well as the landscape plans for the stormwater management facility. The clearance letter shall be provided to the City's Manager of Planning.
- 51) The Subdivider shall obtain a clearance letter from the Telecommunications (i.e. Bell or Rogers) provider for the Subdivision indicating no concerns with the Subdivision. The clearance letter shall be provided to the City's Manager of Planning.
- 52) The Subdivider shall obtain a clearance letter from Canada Post, indicating no concerns with the Subdivision and addressing the following conditions. The clearance letter shall be provided to the City's Manager of Planning.
 - a. The Owner/Developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans. The location of the mailbox shall be approved by the City's Manager of Engineering.
 - b. The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
 - c. The Owner/Developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard

and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.

- d. The Owner/Developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.
 - e. The Owner/Developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.
 - f. The Owner/Developer agrees, prior to offering any of the residential units for sale, to place a "Display Map" on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Community Mailbox site locations, as approved by Canada Post and the City of Stratford.
 - g. The Owner/Developer agrees to include in all offers of purchase and sale a statement, which advises the prospective new home purchaser that mail delivery will be from a designated Community Mailbox, and to include the exact locations (list of lot #s) of each of these Community Mailbox locations; and further, advise any affected homeowners of any established easements granted to Canada Post.
 - h. The Owner/Developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.
- 53) The Subdivider shall obtain a clearance letter from the Township of Perth East indicating that it has no further concerns with the Subdivision and that its requirements generally set out in conditions 14) and 22) herein have been satisfied. The clearance letter shall be provided to the City's Manager of Planning.

Notes

Notes for Conditions

1. All construction should conform to the City of Stratford Infrastructure Standards and Specifications Manual, as updated, which can be found on the City's website.
2. The Owner/Subdivider is responsible for obtaining the necessary clearances for each of the conditions of draft approval stated herein, quoting the file number, including those required by external agencies. If the agency's condition concerns a condition in the subdivision agreement, a copy of the agreement should be sent to them. This will expedite the clearance of the final plan.
3. It is suggested that the Owner/Subdivider be aware of:
 - subsection 144(1) of the Land Titles Act, (the "Land Titles Act") R.S.O. 1990, c.L.5, which requires all new plans to be registered in a land titles system; and,
 - subsection 144(2) of the Land Titles Act allows certain exceptions.
4. Inauguration, or extension of a piped water supply, a communal sewage system, or a storm water management system, may be subject to approval of the Ministry of Environment, Conservation and Parks and/or the City under sections 52 and 53 of the Ontario Water Resources Act, R.S.O. 1990, c.O. 40, (the "Ontario Water Resources Act").
5. The Ministry of Environment, Conservation and Parks must be advised immediately should waste materials or other contaminants be discovered during the development of this plan of subdivision.
6. It is the applicant's responsibility to obtain any and all necessary permits from the Upper Thames Region Conservation Authority, if required, in accordance with Ontario Regulation 171/06 made pursuant to section 28 of the Conservation Authorities Act, R.S.O. 1990, c.C.27.
7. Should the developer require any use of and/or access to the Hydro One Networks Inc. ("HONI") transmission corridor at any time, the developer must contact Lana Kegel, Senior Real Estate Coordinator at lane.kegel@hydroone.com in order to ensure all of HONI's technical requirements are met to its satisfaction, and acquire any applicable agreements.

8. HONI requires the following be conveyed to the Owner/Subdivider as a precaution:
The transmission lines abutting the subject lands operate at either 500,000, 230,000 or 115,000 volts. Section 188 of Regulation 213/91 pursuant to the Occupational Health and Safety Act, require that no object be brought closer than 6 metres (20 feet) to an energized 500 kV conductor. The distance for 230 kV conductors is 4.5 metres (15 feet), and for 115 kV conductors it is 3 metres (10 feet). It is the developer's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the conductors can raise and lower without warning, depending on the electrical demand placed on the line.
9. Canada Post further requests the Owner/Subdivider be notified of the following:
 - The owner/developer of any condominiums will be required to provide signature for a License to Occupy Land agreement and provide winter snow clearance at the Community Mailbox locations.
 - Enhanced Community Mailbox Sites with roof structures will require additional documentation as per Canada Post Policy.
 - There will be no more than one mail delivery point to each unique address assigned by the Municipality.
 - Any existing postal coding may not apply, the owner/developer should contact Canada Post to verify postal codes for the project.
 - The complete guide to Canada Post's Delivery Standards can be found at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standards_manual_en.pdf
10. All measurements in subdivision final plans must be presented in metric units.
11. The final plan approved by the City must include the following general paragraph (please confirm with the Manager of Planning) on all copies (3 Mylars and 4 paper) for signature purposes:

Approval Authority Certificate

This Final Plan of Subdivision is approved by the City of Stratford under section 51(58) of the Planning Act, R.S.O. 1990, c.P. 13, on this the _____ day of _____, 20____.

_____ - Mayor

_____ - Clerk

We have the authority to bind the corporation.



PLANNING REPORT

Date: March 23, 2026
To: Mayor and Council
From: Ryan Queenan, Planner
Report Number: COU26-036
Attachments: Proposed By-laws

Title: Applications for Part Lot Control (PLC01-26) and (PLC02-26), for Blocks 90 and 91 respectively, on Plan 44M-101

Objective: The purpose of the subject applications is to exempt Blocks 90 and 91 on Registered Plan 44M-101 from Part Lot Control provisions under the Planning Act. The exemption would facilitate the subdivision of each block in accordance with the corresponding Reference Plans included in this Report. These applications would enable the creation of individual lots for each street townhouse dwelling unit, thereby permitting separate ownership of each unit.

Background:

The subject lands are situated in Cachet Development Inc.'s Avon Park Subdivision located south of Ontario Street East and east of C.H. Meir Boulevard, accessible by the new extension of Douro Street. Block 90 is located on the east side of Manuel Street, south of Douro Street. Block 91 is located on the west side of Worth Street, south of Douro Street. The Blocks are identified individually on the Location Map included in this Report. These lands are designated Residential Area under the City's Official Plan and zoned site-specific Residential Fourth Density (R4(1)-33), which permits street townhouse dwelling units. Applications for Exemption from Part Lot Control were received to further subdivide Blocks 90 and 91 to allow the development of freehold street townhouse dwelling units. Two (2) townhouse building blocks are proposed which would accommodate a total of ten (10) dwelling units. The dwelling unit count is distributed as follows: 6 units on Block 90, and 4 units on Block 91.

A Subdivision Agreement was executed on December 23, 2024 and subsequently registered on title on January 7, 2025 under Instrument Number PC228295. This Agreement includes the approved plans required to facilitate the development of the subject lands.

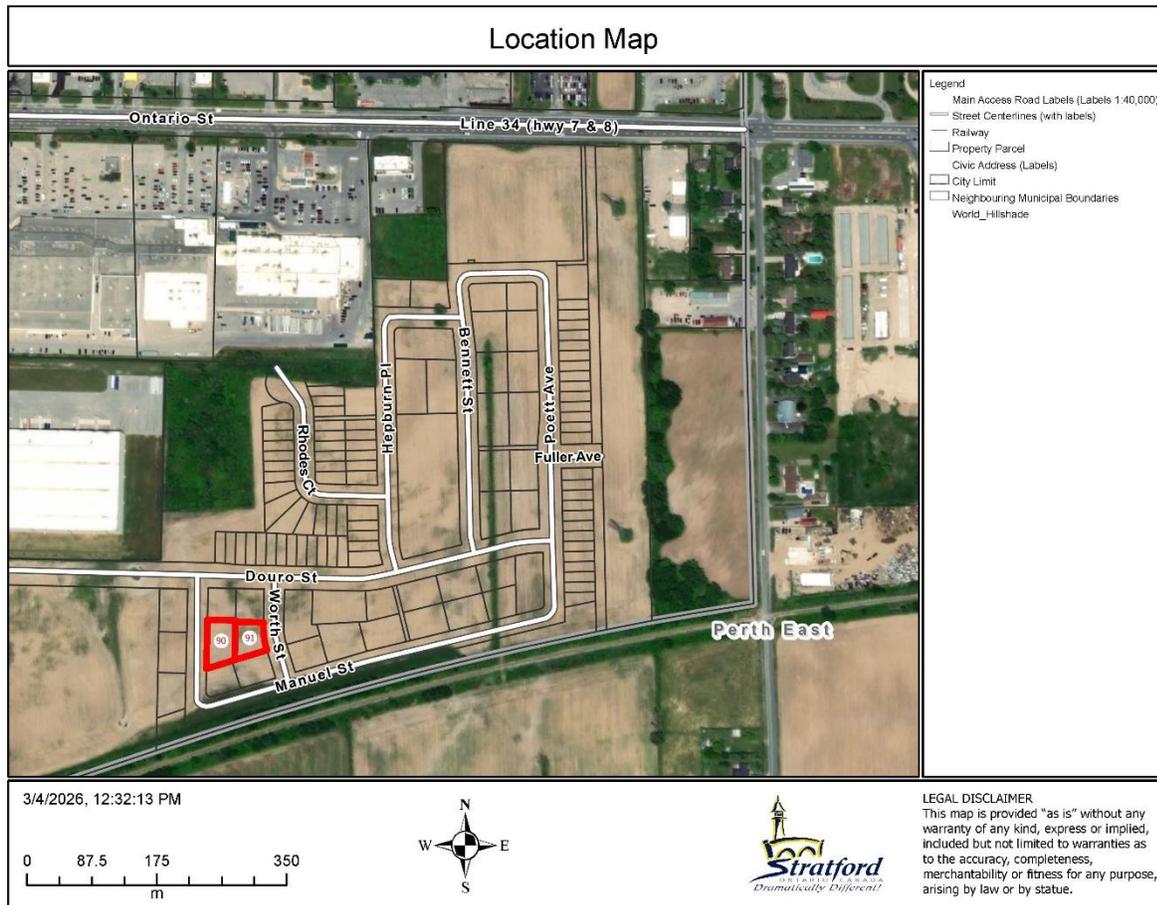
Site Characteristics:

Location:	Block 90	Block 91
Existing Use:	Vacant	Vacant
Frontage:	48.01 m	29.50 m
Depth:	27.50 m	27.50 m
Area:	1,196 m ²	937 m ²
Shape:	Irregular	Irregular

Surrounding Land Uses:

Direction	Use
North	Future Low density residential
East	Future Low density residential
South	Future Low density residential, CN Railway
West	Future Low density residential

Location Map



Analysis:

A comprehensive evaluation was undertaken in the planning report for the Draft Plan of Subdivision Application (31T21-003) and Zone Change Application (Z13-21) to allow the development of street townhouse dwellings and which demonstrated consistency with provincial policy and conformity with the City of Stratford's Official Plan. This proposal conforms to the City's Comprehensive Zoning By-law, as amended by By-law 20-2023, and approved Minor Variance Application A23-25. Minor Variance A23-25 applies to Block 90 to address a zoning deficiency related to the minimum required front yard depth for garages. In all, this proposal is considered appropriate for the subject lands.

The developer's Engineer has provided written confirmation that individual services to each unit for Blocks 90 and 91 have been installed to the property line to facilitate freehold street townhouse units as per the approved plans. The Engineering Division has no concerns with respect to servicing. Reference Plans 44R-6461 (Block 90) and 44R-6462 (Block 91) confirm that all proposed building envelopes are wholly contained within Parts 1–6 (Block 90) and Parts 1–4 (Block 91). The proposed building envelopes are located outside the servicing easements, specifically Parts 7–13 on Plan 44R-6461 and Parts 5–9 on Plan 44R-6462. Those servicing easements were established by Plan 44R-6356.

Financial Implications:

No municipal expenses are anticipated. Development Charges will be calculated for the dwelling units and collected at the time of the issuance of a building permit.

Staff Recommendation: THAT Council APPROVE Part Lot Control Applications PLC01-26 and PLC02-26 to exempt Blocks 90 and 91 respectively, on Registered Plan 44M-101 from Part Lot Control for one year from the date of the passing of the By-law to permit the creation of separate lots for each of the street townhouse dwelling units such that each unit will be under separate ownership.

Recommended by:

Ryan Queenan, Planner

Reviewed by:

Marc Bancroft, MPL, MCIP, RPP, Manager of Planning

Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services

Approved for Council by:

André Morin, CPA, Chief Administrative Officer



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Block 90 on Plan 44M-101, being Parts 1 to 12 (inclusive) on Plan 44R-6461 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

WHEREAS Section 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a municipality may, by by-law, provide that the part-lot control provisions contained in Section 50(5) do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on 44R-6461 from the part-lot control provisions of the Planning Act for the purpose of conveying street townhouse dwelling units to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Section 50(5) of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth, in the Province of Ontario and described as Block 90 on Plan 44M-101, being Parts 1 to 12 (inclusive) on Plan 44R-6461 for the purposes of conveying street townhouse dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Land Registry Office.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Block 91 on Plan 44M-101, being Parts 1 to 9 (inclusive) on Plan 44R-6462 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

WHEREAS Section 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a municipality may, by by-law, provide that the part-lot control provisions contained in Section 50(5) do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on 44R-6462 from the part-lot control provisions of the Planning Act for the purpose of conveying street townhouse dwelling units to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Section 50(5) of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth, in the Province of Ontario and described as Block 91 on Plan 44M-101, being Parts 1 to 9 (inclusive) on Plan 44R-6462 for the purposes of conveying street townhouse dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Land Registry Office.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



PLANNING REPORT

Date: March 23, 2026
To: Mayor and Council
From: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning
Report Number: COU26-034
Attachments: Draft housekeeping Zoning By-law Amendment,
 Tracked-Changes of Comprehensive Zoning By-law, and
 October 27, 2025 Public Meeting Minutes

Title: Recommendation Report with respect to City-initiated Application for Zoning By-law Amendment Z05-25

Objective: The purpose of this Report is to provide a recommendation for an administrative “housekeeping” amendment to the City’s Comprehensive Zoning By-law (“CZBL”). Notice of Application and Public Meeting was circulated on October 7, 2025 and a Public Meeting of City Council held on October 27, 2025.

Several housekeeping matters have been identified in the review of the City’s CZBL with the proposed key amendments outlined below:

- revised definitions including but not limited to *berm, building, building materials yard, cannabis production facility, crematorium, average grade, group home, home occupation, industrial mall, landscaped open space, principal residence or principal residential, and warehouse*
- revised requirements for *home occupations*;
- new requirements for accessory uses in Industrial Zones;
- clarifying requirements for Additional Residential Units (ARUs) (which would replace garden suites and second suites currently found in the By-law) to ensure alignment with the Planning Act;
- new siting criteria for *adult entertainment establishments*;
- revised siting criteria for *cannabis production facilities*;
- correcting errors and omissions to ensure a more efficient interpretation and administration of the By-law ultimately to the benefit of the community.

Note: the above-noted use of *italicized words* is meant to illustrate defined terms in the CZBL.

The Notice of Application and Public Meeting indicated that the housekeeping Amendment proposes revised definitions with respect to *Bed and Breakfast Establishment* and *Inn*. Upon further review, no amendments are proposed to these definitions at this time. In the future, City staff will consider amendments to those definitions to the City's CZBL only when conducted in tandem with the City's licensing by-law, subject to public engagement sessions ahead of any statutory public meeting of City Council.

Background: The City's Manager of Planning has initiated this administrative housekeeping amendment to the City's CZBL to address typographical and grammatical errors, to provide technical updates for areas that require clarifications, and to provide necessary alignments with changes in provincial policy and legislative changes. This amendment also affects all lands located within the corporate limits of the City of Stratford. This administrative housekeeping amendment, however, does not deal with requests to change the zoning of specific properties that are more appropriately addressed through private development applications.

The proposed amendments are summarized in the table below. The first column outlines the section proposed to be modified; the second column describes the proposed change; and the third column outlines the type of modification: Typographical ("Typo"), Technical ("Tech") or directed by Provincial Policy ("PP"). A copy of the draft housekeeping amendment and tracked-changes version of the CZBL are both attached to this report.

Section	Proposed Amendment	Type
"Penalties" to be renamed "Enforcement" (Section 1.6)	Additional details with respect to offences, orders, right of entry and penalties are included to describe enforcement procedures.	Tech
"Minor Variance and Consent Applications" (Section 1.10.2) "Site Plan Applications" (Section 1.10.3)	Deletes references to "Ontario Municipal Board" and replaces them with "Ontario Land Tribunal".	Tech
"Bonus Provisions" (Section 2.5.3)	Removes this section considering "bonusing" no longer applies under the <i>Planning Act</i> , which historically allowed municipalities to permit increases in height and/or density, beyond what was permitted, in exchange for a community benefit.	PP

Section	Proposed Amendment	Type
<p>“Bonus Provisions” (Section 2.5.3) – continued ...</p>	<p>Alternatively, the <i>Planning Act</i> now allows municipalities to adopt a community benefit charge (CBC) by-law and collect CBCs to fund capital costs for facilities, services and matters that are required for development and redevelopment opportunities that are at least five (5) storeys in height and add at least ten (10) residential units.</p> <p>Following the completion of the Official Plan review, City Planning intends to forward a report to Council on the consideration of introducing a new CBC for the City and subject to the procedures outlined in the <i>Planning Act</i>.</p>	PP
<p>“Definitions” (Section 3)</p>	<p>Revised definitions with respect to the following:</p> <ul style="list-style-type: none"> • Berm • Building • Building Materials Yard • Cannabis Production Facility • Crematorium • Grade, Average • Group Home • Home Occupation • Industrial Mall • Landscaped Open Space • Officer • Principal Residence or Principal Resident • Warehouse <p>Replacement of “Second Suite”, “Garden Suite” and “Converted Dwelling” with a new definition for “Additional Residential Unit (‘ARU’)” to ensure consistency with provincial policy.</p>	Tech/ Typo/ PP
<p>“Accessory Buildings, Structures and Uses” (Table 4.1.4)</p>	<p>Delete maximum wall height requirement, considering maximum building height requirement would continue to apply.</p> <p>For Industrial Zones, new standards are introduced to allow accessory buildings and structures subject to maximum lot coverage, maximum floor area, maximum height, side yard width and rear yard depth.</p>	Tech

Section	Proposed Amendment	Type
"Adult Entertainment Establishments" (<u>New</u> Section 4.3)	Although the CZBL currently limits these uses to the General Industrial (I2) Zone, new standards are proposed to only consider them on a site-specific basis subject to an approved zoning by-law amendment on lands zoned I1 or I2 subject to siting criteria including not being permitted on City gateways (e.g. Erie Street, Ontario Street, Lorne Avenue), setback at least 400 metres from another adult entertainment establishment and setback at least 120 metres from any Residential, Institutional or Park Zone.	Tech
"Bed and Breakfast Establishments and Short Term Rental Accommodation Requirements" (Table 4.4.1)	Deletes the maximum number of days that a short term accommodation can operate being 180 days, which is not regulated as such through the City's licensing by-law.	Typo
"Cannabis Production Facility" (Section 4.5)	Rewording of existing section to eliminate ambiguity and ensure more clarify. These regulations would only apply to production facilities and not to stand-alone retailers.	Tech Typo
"Minimum Daylight Triangle Requirement" (Section 4.7.1)	Deletes this requirement with respect to land dedications. Zoning by-laws regulate the use of land and the erection of buildings and structures. This section however pertains to land dedication that would be required through either site plan or subdivision control (consent) and is better suited in the City's Official Plan. This matter should be subject to further review in the Official Plan update, to which the Engineering Division supports this approach.	Tech
"Garden Suites" (Section 4.10)	Replaced by new ARU standards	PP

Section	Proposed Amendment	Type
"Home Occupations" (Section 4.13)	Revised to allow home occupation in an accessory building; regulations have been revised to eliminate ambiguity and ensure more clarity.	Tech
"Additional Residential Units" (New Section 4.24)	<p>The regulations for second suites and garden suites are being replaced with new regulations to allow Additional Residential Units ("ARUs") consistent with provincial direction through amendments to the Planning Act through Bill 108 being the More Homes, More Choices Act, by mandating municipalities to not prohibit ARUs to a maximum of three (3) units per lot including the primary dwelling unit.</p> <p>These new regulations would permit the construction of an ARU accessory to a single detached dwelling, semi-detached dwelling, townhouse dwelling or street townhouse dwelling.</p> <p>The new regulations would include the following requirements: siting of an ARU contained in an accessory building (i.e. detached garage); parking; servicing; access; prohibiting an ARU if the lot already accommodates a boarding house, group home, bed and breakfast establishment, short term rental accommodation or home occupation; and, prohibiting ARUs within hazard lands (that are regulated by the Upper Thames River Conservation Authority).</p>	PP
"Shipping Containers" (Section 4.27)	Allow shipping containers to be used as an accessory building or structure where permitted provided the exterior of the shipping container is clad with building material with the effect of not having the appearance of a shipping container. In this regard, this would allow a clad shipping container in any Residential Zone which is currently prohibited.	Tech
"Driveway and Parking Aisles Dimensions" (Section 5.3.1)	Reworded to ensure clarity.	Typo

Section	Proposed Amendment	Type
"Recreational Vehicles" (Section 5.3.7.2)	Deletes the requirement that no trailer or recreational vehicle shall be used for the living, sleeping or accommodation of persons for a period of more than 15 consecutive days. This requirement is problematic to enforce.	Tech
"Minimum Barrier Free Parking Spaces" (Section 5.4.1)	Upon further review, no amendments are proposed considering the current barrier free parking standards are consistent with provincial policy.	N/A
"Central Business District Exemption" (Section 5.6b)	<p>This section allows for cash-in-lieu of parking for off-street vehicular parking and bicycle parking spaces in the Central Business District however it is limited to non-residential uses. This amendment would allow the cash-in-lieu of parking option for residential development.</p> <p>Cash-in-lieu of parking is a tool under the Planning Act where developers can pay a municipality a fee instead of providing the required number of parking spaces for a new development. The collected funds are then used by a municipality to improve public parking facilities. Currently, the City of Stratford does not have a cash-in-lieu of parking framework in place.</p> <p>Following the completion of the Official Plan review, City Planning intends to forward a report to Council to introduce a cash-in-lieu of parking framework limited to the City's Central Business District and subject to the procedures outlined in the <i>Planning Act</i>.</p>	Tech
"Permitted Uses" for Commercial Zones (Table 7.2)	<p>Permits an "art gallery" as an additional use in the Central Commercial (C3) Zone.</p> <p>Removes a "gas bar" as a permitted use for the Neighbourhood Commercial (C1) Zone.</p>	Tech
"Special Use Regulations" for Commercial Zones (Sections 7.3)	Introduces regulations for gas bars for the Highway Commercial (C2) Zone and the Shopping Centre Commercial (C4) Zone – which should apply considering gas bars are permitted in said Zones.	Tech

Section	Proposed Amendment	Type
"Special Use Regulations" for Commercial Zones (Sections 7.3) continued ...	Permits dwelling units below the first storey for lands zoned Neighbourhood Commercial (C1), Highway Commercial (C2) Zone and Central Commercial (C3) Zone. Dwellings units are currently limited to above the first storey.	Tech
"Permitted Uses" for Industrial Zones (Table 9.2)	<p>Removes "adult entertainment establishment" as a permitted use for the General Industrial (I2) Zone. Any new adult entertainment establishment would require a site-specific zone subject to the siting criteria as noted previously.</p> <p>For the use "business office or professional office of a consulting engineer or surveyor", removes the prescriptive qualifier related to a consulting engineer or surveyor.</p> <p>Adds an "industrial mall" as an additional permitted use for the Prime Industrial (I1), General Industrial (I2) and Factory District (I4) Zones.</p> <p>Adds a "contractor's yard or shop" as an additional permitted use under the Factory District (I4) Zone.</p>	Tech
"Permitted Uses" for Industrial Zones (Table 9.2) continued ...	Adds a "self-storage establishment" as an additional permitted use to the Prime Industrial (I1) and General Industrial (I2) Zones.	Tech
"Permitted Uses" for Institutional Zones (Table 10.2)	Adds a "day care centre" as an additional permitted use to the Institutional Community (IN1) and Institutional Neighbourhood (IN2) Zones. Currently, a day care centre is only permitted accessory to a main use.	Tech
Schedule "A", Map 2	Rezones City-owned lands situated along the McNamara Drain from Parks-Flood Plain (P-FP) to Open Space (OS) to ensure consistency with the zoning of other City-owned lands along said Drain.	Tech

Section	Proposed Amendment	Type
Schedule "A", Map 4	Rezones lands known municipally as 444 Lorne Avenue West from the Residential Fifth Density (R5(1)-18)) Zone to the Residential First Density (R1(3)) Zone; these lands were inadvertently rezoned in the passing of the CZBL, consistent with the zoning of adjacent lands to the west which contain a 4 storey apartment building whereas the subject property contains a single detached dwelling.	Tech

Agency Comments

The application was circulated to various agencies on October 7, 2025, with agency comments being due October 15, 2025. All agency comments are summarized below. Any agency comments received after this report is finalized will be provided to Council for consideration.

- *Stratford Infrastructure Services – Climate Action Division*
 - No comments
- *Stratford Community Services – Transit Division*
 - No concerns
- *Stratford Corporate Services – Clerk’s Office*
 - This is to confirm the Clerk’s Office does not have any concerns with the proposed housekeeping amendments. The Clerk’s Office is supportive of the parking requirements for ARUs.
- *Enbridge Gas Inc.*
 - No objection.

- *Upper Thames River Conservation Authority – Source Water Protection Division*
 - On October 15, 2015, the Source Water Protection Division had no concerns with the proposed housekeeping amendment.
 - More recently on January 7, 2026, the Source Water Protection Division provided an updated response considering the source protection plan having jurisdiction being the Thames-Sydenham Source Protection Plan (“TSSP”) was recently updated through amendments approved in November 2025 to ensure alignment with changes to the Clean Water Act. As such, they are recommending an update to Table 4.28 of the CZBL to expand the list of prohibited uses and activities associated with wellhead protection areas related to the City’s groundwater wells of the municipal water supply system.
- *Upper Thames River Conservation Authority*
 - We appreciate the inclusion of language specific to ARU's [namely Additional Residential Units] being restricted in hazardous lands. We have just one recommendation to make, otherwise we have no additional comments or objections to the Housekeeping Amendment. The UTRCA recommends that text be added in the Restrictions row of Table 4.24: ARU Regulations to include: "An ARU shall not be permitted on lands that would be rendered inaccessible to person and vehicles during flooding and erosion hazards".
- *ShelterLink*
 - Why are shelters not included in this new Zoning Bylaw? The city is a funder for ShelterLink, and yet shelters are very obviously missing. I would include Optimism Place in that category as well.
- *Perth-Huron Builders Association*
 - Consider including a “duplex” as a form of housing to allow ARUs similar to the permissions for single detached dwellings, semi-detached dwellings and street townhouse dwellings, considering this is a missed opportunity to permit additional density.
 - Table 4.24 for ARUs proposes a maximum building height of 6 metres and required rear and side yards of 1 metre. We would request consideration for a maximum building height of 7 metres. By limiting the height to 6 metres, accessory structures will be limited to one-storey and there will be the potential for minor variance applications. We are supportive of increasing the rear and side yard setback to 2 metres to reflect the increase in building height of 7 metres.

- We would also request consideration of the gross floor area restrictions for Additional Residential Units, provided in Section 4.24.1 b). The existing provisions restrict a second suite to a gross floor area not greater than 50% of the gross floor area of the principal residential dwelling on the same lot. In our view, this provision discourages the range and potential of Additional Residential Units and appears to be an arbitrary number that does not relate to the impact of the use on the surrounding land uses, building height and massing or required off-street parking. It is suggested that the City of Stratford consider a percentage higher than 50%, as this figure does not necessarily reflect the intent of the additional unit to be "subordinate". Consideration for a percentage of 75% is requested.

PHBA has liaised with its membership and has identified other existing zoning provisions that have resulted in complications for various development projects. We would request that City staff consider the following potential housekeeping changes to the Zoning By-law:

- Table 9.2 of the Zoning By-law permits an "Office" use within the I1, I2 and I4 zones; however, only the office of a professional engineer or surveyor is permitted. We would request consideration by the City of expanding the office permissions within these zones, provided that the use is secondary to overall employment area.
- Section 4.30.1 b) limits the width of walkway to 1.5 metres for any dwelling unit, other than an apartment building. We are aware of several planning applications where a request has been made to permit a walkway width of 2.0 metres for non-apartment residential uses (e.g. street townhouses, stacked townhouses). We would request consideration to exempt any form of multi-unit dwelling from the walkway width limit of 1.5 metres and permit a width of 2.0 metres. This supports the intent of the City of Stratford Transportation Master Plan to encourage non-automotive forms of transportation.
- Within Table 7.4, a minimum front yard setback and exterior side yard setback of 0.0 metres is required for the Central Commercial (C3) Zone. This setback is intended to reflect the downtown location and the predominant streetwall and built-form. However, Section 4.20.1 h) states that balconies shall be located no closer than 3.0 metres to any required front yard or exterior side yard. This provision inadvertently moves any new building in the downtown core to a minimum of 3.0 metres if the building is proposed to have any balconies. We believe this is a technical oversight in the Zoning By-law, as it has the net effect of discouraging balconies, where they could contribute to active and engaging front building walls within the downtown. We would suggest that the Zoning

By-law specifically permit patios and balconies to have a 0.0 metre setback to a front lot line or exterior side yard lot line.

Public Comments

Notice of the application and public meeting was published in the Beacon Herald on September 27, 2025 and posted on Engage Stratford on October 7, 2025 including the proposed Zoning By-law Amendment and a tracked-changes version of the Comprehensive Zoning By-law showing the proposed changes.

To date, no written submissions have been received from the public. Any public comments received after this report is finalized will be provided to Council for consideration. Following the public meeting, any public comments received will be considered by Council before a decision is rendered.

Analysis:

Planning Act

Section 34 of the Planning Act states that zoning by-laws may be passed by councils to regulate the use of land and the construction of buildings and structures including but not limited to location, floor area, coverage, setbacks, as well as parking and loading regulations and lotting requirements.

Provincial Planning Statement

All planning decisions in the Province of Ontario must be consistent with the Provincial Planning Statement (PPS), which came into effect on October 20, 2024. This statement is intended to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, emphasizing more enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to building homes, sustaining strong and competitive communities, infrastructure and facilities, the wise use and management of resources, and protecting public health and safety. This housekeeping amendment provides necessary alignments with changes in provincial policy and planning legislation that ensure consistency with the PPS.

City of Stratford Official Plan

The Official Plan outlines the goals and objectives for the City and identifies land use policies to help guide and direct growth and development over the next 20 years. To assist with implementation of the Official Plan, zoning by-laws are a key tool to further planning policies through land use controls that provide a legal mechanism to regulate the use of land and the erection of buildings and structures. Pursuant to Section 24(1) of the Planning Act, zoning by-laws are also required to conform to the Official Plan. This housekeeping amendment provides necessary adjustments that ensures conformity with the City's Official Plan.

City of Stratford Comprehensive Zoning By-law

The City's Comprehensive Zoning By-law ("CZBL") was approved on February 14, 2022, being By-law Number 10-2022. The Zoning By-law is intended to be a "living document" which needs to be monitored on an ongoing basis. This housekeeping amendment provides typographical and technical updates to specific regulations identified by City Planning staff through the day-to-day administration of the CZBL and to provide necessary alignments to reflect changes in provincial policy and legislation.

The following section provides an overview of the comments received during the agency and public consultation process, followed by a response by City Planning.

ShelterLink

ShelterLink has questioned why shelters are not included in the City's CZBL through this housekeeping process.

City Planning has suggested that ShelterLink retain a registered professional planner to assist with their proposal through a stand-alone zoning by-law amendment application no different than any other applicant. This administrative housekeeping amendment is not intended to process requests to change the zoning of individual properties that are more appropriately addressed through private development applications.

Perth-Huron Builders Association ("PHBA")

- a) PHBA - Consider including a "duplex" as a form of housing to allow ARUs similar to the permissions for single detached dwellings, semi-detached dwellings and street townhouse dwellings, considering this is a missed opportunity to permit additional density.

City Planning supports this request considering a single detached dwelling can be converted to support a maximum of 3 units including the primary dwelling unit. On that basis, a two-unit dwelling in the form of a duplex should be permitted, subject to the new Section 4.24 regulations governing ARUs, to be converted into a maximum of 3 units. It is recommended that the housekeeping amendment be revised accordingly.

- b) PHBA - Rear-yard ARUs propose a maximum building height of 6 metres and required rear and side yards of 1 metre. Request consideration for a maximum building height of 7 metres. By limiting the height to 6 metres, accessory structures will be limited to one-storey and there will be the potential for minor variance applications. Supportive of increasing the rear and side yard setback to 2 metres to reflect the increase in building height of 7 metres.

City Planning through the housekeeping amendment has recommended an increase in height from 5 metres to 6 metres for rear-yard ARUs to provide additional flexibility to support more housing options. Increases in height beyond that warrants further planning analysis and should be deferred to the City's CZBL review, as mandated by the Planning Act, and required within three (3) years once the City has completed the Official Plan review.

- c) PHBA - Request consideration of the gross floor area restrictions for Additional Residential Units, provided in Section 4.24.1 b). The existing provisions restrict a second suite to a gross floor area not greater than 50% of the gross floor area of the principal residential dwelling on the same lot. It is suggested that the City of Stratford consider a percentage higher than 50%, as this figure does not necessarily reflect the intent of the additional unit to be "subordinate". Consideration for a percentage of 75% is requested.

As noted in the housekeeping amendment, City Planning is recommending eliminating the gross floor area restriction of an ARU being no greater than 50% of the gross floor area of the primary dwelling unit. Such restriction discourages housing conversions to support ARUs and does not provide the necessary flexibility to accommodate internal retrofits or external expansions.

- d) PHBA – The CZBL permits an "Office" use within the I1, I2 and I4 zones; however, only the office of a professional engineer or surveyor is permitted. Request consideration to expand the office permissions within these zones, provided that the use is secondary to overall employment area.

City Planning has already addressed this matter in the housekeeping amendment.

- e) PHBA - The CZBL limits the width of a walkway to a maximum of 1.5 metres for any dwelling unit, other than an apartment building. We are aware of several planning applications where a request has been made to permit a walkway width of 2.0 metres for non-apartment residential uses (e.g. street townhouses, stacked townhouses). We would request consideration to exempt any form of multi-unit dwelling from the walkway width limit of 1.5 metres and permit a width of 2.0 metres. This supports the intent of the City of Stratford Transportation Master Plan to encourage non-automotive forms of transportation.

City Planning is only aware of one development proposal where a site-specific zoning provision was applied to allow a stacked-street-townhouse dwellings (203 & 209 Waterloo Street) with exterior stairs (from front porches) extending down to the sidewalk with a walkway width of 2 metres. Considering only this example was brought to staff's attention, City Planning is not persuaded that this standard should be amended from the current maximum width of 1.5 metres to 2 metres. The current maximum of 1.5 metres aligns with the City's sidewalk standard applicable to residential subdivisions. Altering the standard could lead to an increase in impervious surfaces thereby decreasing infiltration opportunities through landscaped open space. This could also lead to an abuse of process in the case of single, semi-detached and street townhouse dwellings where this would have the effect of widening driveways with adjacent walkways that tie into the sidewalk. For these reasons, no change is recommended to the housekeeping amendment.

- f) PHBA - a minimum front yard depth and exterior side yard depth of 0 metres applies in the Central Commercial (C3) Zone. This provision is intended to reflect the downtown location and the predominant streetwall and built-form. However, for permitted encroachments, balconies shall be located no closer than 3 metres to any required front yard or exterior side yard. This provision inadvertently moves any new building in the downtown core to a minimum of 3 metres if the building is proposed to have any balconies. We believe this is a technical oversight in the Zoning By-law, as it has the effect of discouraging balconies, where they could contribute to active and engaging front building walls within the downtown. We would suggest that the Zoning By-law specifically permit patios and balconies to have a 0 metre setback to a front lot line or exterior side yard lot line.

City Planning agrees that this matter is a technical oversight and as such, it is recommended that the CZBL be amended to allow a 0 metre setback for balconies limited to the C3 Zone and treated no differently than a building wall. This change would facilitate compact built-form characteristic of the downtown core. With respect to patios, the CZBL currently allows a 0 metre setback in the C3 Zone.

Upper Thames River Conservation Authority ("UTRCA") - Planning

The UTRCA has recommended supplementary language to add to the City's prohibition of ARUs in hazard lands, being regulated areas under the Conservation Authority's jurisdiction. Specifically, the following language is being requested for inclusion:

"An ARU shall not be permitted on lands that would be rendered inaccessible to person and vehicles during flooding and erosion hazards".

City Planning has expressed concern to the UTRCA that their request does not reflect a zoning requirement; rather, it is policy based language which is vague and subjective, and not suitable in a zoning by-law. To the contrary, zoning requirements are intended to be clear, concise and objective. Furthermore, given the extent of this request by the UTRCA, City Planning is recommending that this matter be deferred from consideration otherwise further notice and consultation would be required to the public and prescribed agencies to include this additional requirement in the housekeeping amendment. City Planning has concerns about further delaying this process and that this matter should be deferred for further consideration as part of a City-initiated amendment to the City's CZBL or as part of the City's CZBL review required within 3 years of a completed Official Plan review.

Upper Thames River Conservation Authority ("UTRCA") – Sourcewater Protection

The UTRCA's Sourcewater Protection Division is recommending an update to the list of prohibited uses and activities in wellhead protection areas found under Table 4.28 of the CZBL. As noted in the Table below, there are currently 13 prohibited uses and activities listed whereas the UTRCA is recommending an additional 9 prohibited uses and activities to ensure alignment with recent amendments to the Thames-Sydenham Source Protection Plan.

PROHIBITED USES AND ACTIVITIES IN
WELLHEAD PROTECTION AREA A (WHPA-A)

<u>CURRENT REGULATIONS</u>	<u>UTRCA RECOMMENDED ADDITIONAL REGULATIONS</u>
<ol style="list-style-type: none"> 1) Land application of untreated septage; 2) The storage, treatment or discharge of tailings from mining operations; 3) The storage of hazardous or liquid industrial waste; 4) The storage of sewage; 5) <i>Uses, buildings</i> or <i>structures</i> that would require a new septic system or septic system holding tank, with the exception of those required for a municipal water supply well; 6) Application of Non-Agricultural Source Material (NASM) to land; 7) The handling and storage of commercial fertilizer that would be stored at facilities where it would be sold or <i>used</i>; 8) The application of pesticides to land; 9) The handling and storage of pesticides (greater than 2500 kg) at a facility where they are manufactured, distributed or processed; 10) The handling and storage of road salt in any form (solid, liquid, mixed with sand and including for the <i>use</i> as a dust suppressant); 11) The handling and storage of fuel; 12) The handling and storage of dense non-aqueous phase liquids (DNAPLs), through all phases of its life cycle including disposal; and 13) The handling and storage of organic solvents, through all phases of its life cycle including disposal. 	<ol style="list-style-type: none"> 1) Future Waste Disposal Sites; 2) Application of Processed Organic Waste to Land; 3) Future Storage of Processed Organic Waste or Waste Biomass; 4) Future Storm Water Management Facilities and Drainage Systems: Outfall from a storm water management facility or storm water infiltration facility; 5) Future Wastewater Collection Facilities and Associated Parts; 6) Future Industrial Effluent Discharge; 7) Application of Agricultural Source Material (ASM) to Land; 8) Road Salt Storage At Aggregate Operations; and 9) Storage of Snow at a Snow Disposal Facilities.

Based on the extent of the additional requirements recommended by the UTRCA, City Planning is recommending that further consideration be deferred by City Council otherwise further notice and consultation would be required to the public and

prescribed agencies to include these additional requirements in the housekeeping amendment. Given the nature of the housekeeping amendment is to correct errors and omissions, provide necessary clarifications and to ensure alignment with provincial policy direction, City Planning has concerns about further delaying consideration of this housekeeping amendment. These changes should, however, be considered either through a future City-initiated amendment to the City's CZBL or as part of the City's CZBL review.

The following items listed below are recommended changes to the housekeeping amendment based on City Planning's further review subsequent to the public and agency consultation process.

Converted Dwelling

Under the City's CZBL, "CONVERTED DWELLING means a purpose built single detached dwelling that has been altered or otherwise converted to contain more than 1 dwelling unit, which may be divided horizontally or vertically."

Planning staff was proposing to delete the "Converted Dwelling" definition considering Additional Residential Units are permitted "as of right" in Residential Zones in singles, semis and townhouse dwelling types. Upon further review, this definition should be retained in the CZBL since a "Converted Dwelling" is listed as a permitted use for some properties containing legacy single detached dwellings located in non-residential zones. It is recommended that the housekeeping amendment be revised accordingly. Note that a "Converted Dwelling" would no longer be listed as a permitted use in Residential Zones since it would be allowed through Additional Residential Units.

Accessory Dwelling Units in General Industrial (I2) Zone

Under Section 9.0 – Industrial Zones of the City's Comprehensive Zoning By-law pursuant to Section 9.3.2.4, a maximum of 1 dwelling unit may be erected accessory to an industrial use. The foregoing statement conflicts with Table 9.2 for the General Industrial (I2) Zone which only permits an existing accessory dwelling unit and not a new accessory dwelling unit. An accessory dwelling unit is not uncommon as a caretaker's residence for security purposes in an industrial setting. It is recommended that Table 9.2 be amended by permitting a new dwelling unit accessory to an industrial use.

Structure

Under the City's CZBL, the term STRUCTURE is defined as:

"means anything constructed or erected, in whole or in part, which is located on, or in, the ground, or attached to something located on, or in, the ground, and includes anything pre-made or prefabricated, but does not include a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line, or any hard surface located directly on the ground."

There are several features that are excluded from the structure definition including a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line or, or any hard surface located directly on the ground. To add clarity to the CZBL, City Planning is recommending that "any hard surface located directly on the ground" be qualified to include "a hard surface walkway and stairs related thereto".

Short-Term Rental Accommodations

The housekeeping amendment proposes a change by deleting the requirement governing the maximum number of days that a short-term rental accommodation can operate, being 180 days, which is not regulated as such through the City's licensing by-law. Upon further review, City Planning recommends no change to this provision at this time. In the future, City staff will consider amendments to the City's CZBL only when conducted in tandem with the City's licensing by-law, subject to public engagement sessions ahead of any statutory public meeting of City Council.

No Further Notice (Section 34(17) of the Planning Act)

Following the Statutory Public Meeting, amendments are recommended to the housekeeping zoning by-law amendment based on comments received during the public and agency consultation process and based on City Planning's further processing and analysis. These amendments are considered minor in nature and therefore City Planning is recommending that no further public notice is required in accordance with Section 34(17) of the Planning Act as the amendments align with the intent of this City-initiated housekeeping zoning by-law amendment application.

Financial Implications:

There are no financial implications for the City.

Staff Recommendation: THAT City Planning-initiated Housekeeping Zoning By-law Amendment to the City of Stratford Comprehensive Zoning By-law 2022-22, be subject to the following amendments:

- a) That the definition for “converted dwelling” be retained including related references under the general provisions and any applicable site-specific zones;
- b) That duplex dwellings be included as a form of housing, similar to a single detached, semi-detached and townhouse dwelling, to accommodate an Additional Residential Unit (ARU);
- c) That Table 9.2 be revised by permitting a new dwelling unit accessory to an industrial use under the General Industrial (I2) Zone;
- d) That a 0 metre setback apply to balconies limited to the Central Commercial (C3) Zone;
- e) That the “Structure” definition be revised in that “any hard surface located directly on the ground” be qualified by adding “including a hard surface walkway and stairs related thereto”;
- f) That the provision governing the maximum number of days allowable to operate a short-term rental accommodation, being 180 days, be retained.

BE APPROVED for the following reasons:

1. The request is consistent with the Provincial Planning Statement 2024 and conforms with the City of Stratford Official Plan;
2. The request constitutes sound land use planning and is appropriate for the development of the lands;
3. Public comments have been received, reviewed comprehensively and appropriately addressed.

THAT no further notice be required under Section 34(17) of the Planning Act given the recommended amendments are minor in nature following the public and agency consultation process;

AND THAT the following matters be deferred for consideration as either part of a City-initiated amendment to the City’s Comprehensive Zoning By-law or as part of the City’s Comprehensive Zoning By-law review within 3 years of the completed Official Plan review:

- i) The Upper Thames River Conservation Authority's Sourcewater Protection Division's recommendation to update the list of prohibited uses and activities in wellhead protection areas consistent with recent amendments to the Thames-Sydenham Source Protection Plan;**
- ii) The Upper Thames River Conservation Authority's Planning Division request to prohibit Additional Residential Units on lands that would be rendered inaccessible to person and vehicles during flooding and erosion hazards;**
- iii) Further increasing the maximum height requirement for rear-yard Additional Residential Units.**

Recommended by: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning
Reviewed by: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
Approved for Council by: André Morin, CPA, Chief Administrative Officer



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 10-2022 as amended, with respect to a housekeeping amendment regarding updated provisions to provide necessary clarifications to ensure a more efficient administration of said By-law applying to all lands in the City of Stratford.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to pass this By-law;

AND WHEREAS the said Council has provided adequate information to the public and has held at least one public meeting in accordance with the Planning Act;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it in the public interest that By-law 10-2022, as amended, known as the City of Stratford Zoning By-law, be further amended;

AND WHEREAS this By-law is in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement.

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That Sections 1.10.2 and 1.10.3, to By-law 10-2022, as amended, are hereby amended by adding the words "or Ontario Land Tribunal" after the words "Local Planning Appeal Tribunal".
2. That Section 1.6, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:

1.6 Enforcement

1.6.1 Offences

- a) Every person, corporation, every director and or officer of a corporation who uses land and or owns land which is used contrary to provisions of this By-law is guilty of an offence.
- b) Every person, corporation, every director and or officer of a corporation who interferes with an *Officer* lawfully conducting enforcement of this By-law is guilty of an offence.

1.6.2 Orders

An *Officer* may Order or direct a person and or corporation to discontinue or refrain from proceeding with any activity or doing anything that is in contravention of this By-law.

1.6.3 Right of Entry

- a) Where an Officer believes on reasonable grounds that provisions of this By-law are being or have been contravened, the Officer at a reasonable time and upon producing proper identification, may enter and inspect the property on or in respect for which they believe the contravention is occurring.
- b) Except under authority of a search warrant issued under the *Planning Act*, an Officer or any person acting under their instructions shall not enter any room or place actually used as a dwelling without requesting and obtaining the consent of the occupier, first having informed the occupier that the right of entry may be refused and entry made only under the authority of a search warrant.

1.6.4 Penalties

- a) Every person who contravenes any provision of this By-law and, if the person is a corporation, every director or officer of the corporation who knowingly concurs in the contravention, is guilty of an offence and on conviction is liable:
 - i) on first conviction to a fine of not more than \$25,000; and
 - ii) on subsequent conviction, to a fine of not more than \$10,000 for each day, or part thereof, upon which the contravention has continued after the day on which the person was first convicted.
 - b) Where a corporation contravenes any provision of this By-law, the maximum penalty that may be imposed is,
 - i) on first conviction a fine of not more than \$50,000; and
 - ii) on subsequent conviction a fine of not more than \$25,000 for each day or part thereof upon which the contravention has continued after the day on which the corporation was first convicted.
3. That Section 2.5, to By-law 10-2022, as amended, is hereby amended by deleting Section 2.5.3 Bonus Provisions in its entirety, including Sections 2.5.3.1, 2.5.3.2, 2.5.3.3, 2.5.3.4, 2.5.3.5 and Table 2.5.3 and that subsequent Sections and Tables be renumbered accordingly.

4. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by deleting the definitions of "BERM", "BUILDING", "BUILDING MATERIALS YARD", "CANNABIS PRODUCTION FACILITY", "CREMATORIUM", "GRADE, AVERAGE", "GROUP HOME", "HOME OCCUPATION", "INDUSTRIAL MALL", "LANDSCAPED OPEN SPACE", "OFFICER", "PRINCIPAL RESIDENCE or PRINCIPAL RESIDENTIAL", "STRUCTURE" and "WAREHOUSE" replacing them with the following new definitions:

BERM means a landscaped mound of earth, a ledge or step on a slope or an embankment constructed for stability, aesthetic or noise reduction purposes.

BUILDING means any structure, or part thereof, consisting of a wall, roof and floor or any one or more of them which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, and includes any structure defined as a building in the Building Code Act, or in the *Corporation's* Building By-law, but does not include any vehicle as defined herein other than a vehicle which has been permanently placed on land and is not intended for use as a vehicle.

BUILDING MATERIALS YARD means an establishment in which building or construction and home improvement materials are offered or kept for retail sale.

CANNABIS PRODUCTION FACILITY means a building or structure used for the production of secondary products, processing, testing, destroying, packaging, accessory sale, and/or shipping of Cannabis which is authorized by a license issued by and/or registration/registered by the Federal Minister of Health, pursuant to the Cannabis Act (Canada) and its Regulations, as amended, or any successors thereto.

CREMATORIUM means a premises used for the cremation and/or aquamation of human or animal remains.

GRADE, AVERAGE, when used in reference to a building or structure, means the average elevation of the finished grade, and determined by calculating the difference in finished grade for each elevation side of a building or structure and calculating an average of those results.

GROUP HOME, means a residential care facility licensed or funded under Federal or Provincial statute for the accommodation of 3 to 10 persons, exclusive of staff, that provides a group living arrangement for their well-being, but does not include the care of or occupation by inmates or persons placed on probation or released on parole or for any other correctional purpose.

HOME OCCUPATION, means an occupation, personal service, profession, business or craft which is carried on as an accessory use conducted entirely within a dwelling unit or an accessory building or structure provided that the dwelling unit or accessory building or structure is the principal residence of the person carrying on the occupation, personal service, profession, business or craft.

INDUSTRIAL MALL, means a building designated and constructed as a unit containing at least 3 physically separate and independent industrial uses and provided with common parking areas, driveways, and other shared accessory facilities and services which is held under single ownership, condominium ownership, co-operative or similar arrangement.

LANDSCAPED OPEN SPACE means land which is:

- a) unoccupied by any enclosed space within *building* or *structure*;
- b) situated at ground level;
- c) *used* or intended to be *used* for landscaping which includes the growth and maintenance of grass, flowers, shrubs, bushes, trees or other vegetation, and for the provision of other landscaping features including, but not necessarily restricted to, *planting strips*, decorative fencing, recreational or play areas, gardens, rooftop gardens, fountains, fish ponds, uncovered swimming pools, uncovered *decks*, *porches*, terraces and *walkways* but excluding *driveways*, *parking areas*, and areas for *bicycle parking spaces*.

OFFICER means any person or employee of the *Corporation* charged with the duties of enforcing this By-law.

PRINCIPAL RESIDENCE or PRINCIPAL RESIDENT means the primary place of residence of a person, for which the municipal address of the dwelling unit is identified by that person as his or her place of residence for financial, legal and government related purposes.

STRUCTURE means anything constructed or erected, in whole or in part, which is located on, or in, the ground, or attached to something located on, or in, the ground, and includes anything pre-made or prefabricated, but does not include a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line, or any hard surface located directly on the ground, including a hard surface walkway and stairs related thereto.

WAREHOUSE means a building or part thereof used for the storage of goods for remuneration or the storage of goods which will be sold elsewhere or, subsequently, transported to another location for sale or consumption. This does not include a *Self-storage Establishment*.

5. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by adding the following new definition:

ADDITIONAL RESIDENTIAL UNIT means a *dwelling unit* that is self-contained, subordinate to and located within the same building or on the same lot of a primary dwelling unit in the form of a *single detached dwelling*, *semi-detached dwelling*, *duplex dwelling*, *townhouse dwelling*, or *street townhouse dwelling*. An Additional Residential Unit shall also have the same meaning as a "secondary suite" under the Ontario Building Code.

6. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by deleting the following definitions: "GARDEN SUITE" and "SECOND SUITE" including any references found throughout the By-law.

7. That Section 4.1.2, to By-law 10-2022, as amended, is hereby amended by deleting "An accessory building or structure may be erected in any yard other than a required yard, except that".
8. That Section 4.1.2 e), to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety.
9. That Section 4.1.4, Table 4.1.4, to By-law 10-2022, as amended, is hereby amended by deleting the column "Maximum Wall Height" applicable to all zones.
10. That Section 4.1.4, Table 4.1.4, to By-law 10-2022, as amended, is hereby amended by including the following standards for Industrial Zones:

Industrial Zone Category	Maximum Lot Coverage ①	Maximum Floor Area ①	Maximum Height ②	Minimum Side Yard Width / Rear Yard Depth ③
I1	10%	150 m ²	5.0 m	3.0 m
I2	10%	150 m ²	5.0 m	3.0 m
I3	10%	150 m ²	5.0 m	3.0 m
I4	10%	150 m ²	5.0 m	3.0 m

11. That Section 4.1.4, to By-law 10-2022, as amended, is hereby amended with respect to the "Additional Regulations for Table 4.1.4" by adding the following: "4. Accessory buildings and structures are prohibited in a front yard and/or exterior side yard."
12. That Section 4.0, to By-law 10-2022, as amended, is hereby amended by including the following new subsection and that subsequent subsections be renumbered accordingly:

4.3 Adult Entertainment Establishments

Notwithstanding any other provision of this By-law respecting permitted uses, an Adult Entertainment Establishment shall not be permitted, either as a main use or an accessory use in any of the following zones: R1, R2, R3, R4, R5, MUR, C1, C2, C3, C4, C5, AD, I3, IN1, IN2, TH, P, OS, A and UR.

Adult Entertainment Establishments shall only be considered on a site-specific basis subject to an approved zoning by-law amendment on lands zoned I1 or I2 subject to the following criteria:

- a) Any building erected or altered for use as an Adult Entertainment Establishment use shall not be located on a lot that abuts Erie Street, Lorne Avenue, Perth Line 33, Embro Road 113, Douro Street, Downie Street, Mornington Street, Ontario Street, C.H. Meier Boulevard, Packham Avenue or Dunn Road;
- b) An Adult Entertainment Establishment shall not be permitted on any lot which has a lot line which is located within 120 metres of any Residential Zone, any Institutional Zone, or any Parks or Open Space Zone; and
- c) An Adult Entertainment Establishment shall not be permitted on any lot

which has a lot line which is located within 400 metres of any other lot occupied by an existing Adult Entertainment Establishment use.

13. That Section 4.3.3c) to By-law 10-2022, as amended, is hereby amended by deleting the words "a second suite, or a garden suite" and replacing them with "an additional residential unit".
14. That Section 4.4, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:

4.4 Cannabis Production Facility

A cannabis production facility shall comply with the following provisions:

- a) A cannabis production facility shall be prohibited on a lot containing a dwelling unit.
 - b) No building or structure or portion of land thereof used for cannabis production facility purposes may be located closer to any Residential or Institutional Zone or Park Zone than 150 metres.
 - c) Where a cannabis production facility is located on a lot, no other use shall be permitted on the lot or within the building as a whole.
 - d) A building or structure used for security purposes for a cannabis production facility may be located in the front yard and does not have to comply with the required minimum front yard setback.
 - e) Loading spaces for a cannabis production facility must be in a wholly enclosed building.
 - f) All uses associated with the cannabis production facility must take place entirely within a building.
15. That Section 4.7 be amended by deleting "Daylight Triangles and Visibility Triangles" and replacing it with "Minimum Visibility Triangle Requirements".
 16. That Section 4.7.1 Minimum Daylight Triangle Requirement be deleted in its entirety and that subsequent sections be renumbered accordingly.
 17. That Section 4.10 to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and that subsequent sections be renumbered accordingly.
 18. That Section 4.11 to By-law 10-2022, as amended, is hereby amended by deleting item d) "The maximum number of occupants in a group home shall be 10 persons exclusive of staff" in its entirety.
 19. That Section 4.13, to By-law 10-2022, as amended, is hereby amended with respect to item a) by adding the words "or in a building or structure, accessory thereto" following the words "townhouse dwelling", with respect to items e) and i) by deleted in their entirety, re-alphabetizing remaining sections, and with the addition of the following:
 - h) the external character of the dwelling as a residence shall not change or create a nuisance, particularly in regards to noise, odour, dust and refuse.

20. That Subsection 4.20.1c)iii), to By-law 10-2022, as amended, is hereby amended by including the word "covered" before the words "porches" and "decks" and by deleting the words ", and shall not be located closer than 1.5 m to any lot line".
21. That Subsection 4.20.1c), to By-law 10-2022, as amended, is hereby amended by deleting items v) and vi) and replacing them with the following:
- v) uncovered structures including decks, patios or terraces, where such structures project not more than 2.5 m into a required rear yard, provided such structure is not closer than 1.0 m to any lot line.
22. That Subsection 4.20.1h), to By-law 10-2022, as amended, is hereby amended with the addition of the following clause after the words "exterior side lot line;":
- "Notwithstanding the foregoing, balconies shall have no setback requirement from a front lot line or exterior lot line in the Central Commercial (C3) Zone."
23. That Section 4.21a), to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:
- a) Where a lot occupied by a non-residential use other than a park abuts a lot in a residential zone, or where a lot in the Residential Fourth Density (R4) or Residential Fifth Density (R5) Zone abuts a lot in another residential zone, then that part of the said lot abutting such residential lot shall be used for no purpose other than a planting strip having a minimum width of 1.5 m, measured perpendicularly to the said lot line.
24. That Section 4.24, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety, including its related subsections, and replacing it with the following:

4.24 Additional Residential Units

The following requirements contained in Table 4.24 shall apply to permit the construction of an *additional residential unit* (ARU) accessory to a *single detached dwelling, semi-detached dwelling, duplex dwelling, townhouse dwelling* or *street townhouse dwelling* where such dwelling types are permitted by this By-law:

Table 4.24: ARU Regulations

Criteria	Requirements
Maximum number of ARUs per lot	<p>A maximum of two (2) ARUs may be permitted per lot where the primary dwelling is legally permitted on the subject lot and within the primary dwelling provided an ARU is not provided on the same lot in a detached accessory building.</p> <p>A maximum of one (1) ARU may be permitted in a detached building accessory to the primary dwelling provided there is no more than one (1) ARU contained within the primary dwelling.</p>
ARU located in a building accessory to the primary dwelling	<p>Notwithstanding Section 4.1, an ARU located within a building accessory to the primary dwelling shall be subject to the following requirement:</p> <ul style="list-style-type: none"> a) a minimum side yard width and rear yard depth of 1 m; b) not permitted in a front yard or exterior side yard; c) maximum height of 6 m.
Parking	<p>In addition to the parking required for the primary dwelling, one (1) parking space shall be required for each ARU, which may be in the form of tandem parking.</p> <p>A minimum of 40 percent of the front yard shall be provided and maintained as landscaped open space and such open space shall not be utilized for parking space and/or driveway purposes.</p>
Servicing	<p>An ARU shall be serviced by a public water supply system and public sanitary sewer system where adequate capacity has been confirmed by the City.</p>
Access	<p>An ARU shall be independently accessible from a common hallway or stairway within the primary dwelling or from a separate doorway outside the primary dwelling.</p> <p>For an ARU located within a building accessory to the primary dwelling where only one doorway is provided, it shall not be provided from the inside of a garage unless the garage has a separate doorway that provides direct outdoor access.</p> <p>Where the only entrance to an ARU is provided from a <i>rear yard, interior yard</i> or <i>exterior side yard</i>, the entrance shall be accessible by a continuous, unobstructed <i>walkway</i> of at least 1 m in width between the main wall of the primary dwelling and the <i>side lot line</i> and a municipal number posted in accordance with City by-laws.</p>

Criteria	Requirements
Restrictions	<p>An ARU shall not be permitted on a lot which contains a <i>boarding house, group home, bed and breakfast establishment, short term rental accommodation or home occupation.</i></p> <p>An ARU or part thereof shall not be permitted within <i>hazard lands.</i></p>

25. That Section 4.27, to By-law 10-2022, as amended, is hereby amended by including the following provision:
 - d) Notwithstanding item a), shipping containers may be used as an accessory building or structure where permitted provided the exterior of the shipping container is clad with building material with the effect of not having the appearance of a shipping container.
26. That Section 5.1, Table 5.1, to By-law 10-2022, as amended, is hereby amended by adding "additional residential unit" under the "dwelling" heading and "1.0 per dwelling unit" being the minimum number of parking spaces.
27. That Section 5.1, Table 5.1, to By-law 10-2022, as amended, is hereby amended by deleting "second suite" and "Refer to Section 4.24", and by deleting "garden suite" and "Refer to Section 4.10".
28. That Section 5.3.1, to By-law 10-2022, as amended, is hereby amended by deleting item b) in its entirety and replacing it with the following:
 - b) For all Residential Zones, the maximum width of a *driveway* shall be the lesser of 8.0 m or 50% of the frontage of the lot, measured along the street line. Within any required yard, no driveway providing access to a parking area shall exceed the width of the parking area.
 - c) For all Industrial Zones, the maximum width of a driveway shall be 10.0 m, measured along the street line; and
 - d) For all other Zones, the maximum width of a driveway shall be 9.0 m, measured along the street line.
29. That Section 5.3.7.2, to By-law 10-2022, as amended, is hereby amended by deleting item f) in its entirety.
30. That Section 5.4.1, to By-law 10-2022, as amended, with respect to Table 5.4.1, is hereby amended by deleting "12" and replacing it with "25" and deleting "13" and replacing it with "26".
31. That Section 5.6b), to By-law 10-2022, as amended, is hereby amended by deleting the words "for non-residential uses".
32. That Section 6.2, Table 6.2, to By-law 10-2022, as amended, is hereby amended by deleting the entire row with respect to "converted dwelling".
33. That Section 6.3, to By-law 10-2022, as amended, is amended by deleting subsection 6.3.2.2 in its entirety.
34. That Section 6.4.2, Table 6.4.2, to By-law 10-2022, as amended, is hereby amended by deleting the entire rows with respect to "Converted dwelling".

35. That Section 6.4.3, Table 6.4.3, to By-law 10-2022, as amended, is hereby amended by deleting the entire rows with respect to "2 unit Converted dwelling", by deleting all references to "3 unit converted dwelling", and by deleting all references to "4 unit converted dwelling".
36. That Section 6.4.4 to By-law 10-2022, as amended, is hereby amended by adding the words ", which applies to the entire block of land" with respect to item 3) under "Additional Regulations for Table 6.4.4".
37. That Section 7.2, Table 7.2, to By-law 10-2022, as amended, is hereby amended by deleting a "gas bar" as a permitted use under the C1 Zone, adding an "art gallery" and "institutional use" as additional permitted uses under the C3 Zone.
38. That Sections 7.3.1.2 and 7.3.2.1, to By-law 10-2022, as amended, are hereby amended by including the words "and/or below" after the word "above".
39. That Section 7.3.2, to By-law 10-2022, as amended, is hereby amended with the addition of the following:

7.3.2.2 Gas Bars

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- a) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
 - b) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
 - c) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
 - d) no part of any canopy shall be located in a required *visibility triangle*.
40. That Section 7.3.3.2, to By-law 10-2022, as amended, is hereby amended by adding the words "and/or below" after the words "located above".
 41. That Section 7.3.4, to By-law 10-2022, as amended, is hereby amended with the addition of the following:

7.3.4.1 Gas Bars

A *gas bar* shall only be permitted in the C4 Zone as an *accessory use* to a *shopping centre*.

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- e) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- f) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;

- g) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
- h) no part of any canopy shall be located in a required *visibility triangle*.

42. That Section 7.3.5, to By-law 10-2022, as amended, is hereby amended with the addition of the following:

7.3.5.1 Gas Bars

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- i) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- j) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
- k) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
- l) no part of any canopy shall be located in a required *visibility triangle*.

43. That Section 9.2, Table 9.2, to By-law 10-2022, as amended, is hereby amended by deleting "adult entertainment establishment" with the effect of not permitting this use under the I2 Zone, adding a "self-storage establishment" as an additional permitted use under the I1 and I2 Zones, by adding a "contractor's yard or shop" as an additional permitted use to the I4 Zone, by adding an "industrial mall" as an additional permitted use to the I1, I2 and I4 Zones, by deleting the words "of a consulting engineer or surveyor" with respect to a business office or professional office, and by deleting "E" (meaning existing) for a dwelling unit as an accessory use.

44. That Sections 9.3.1.2 and 9.3.2.2, to By-law 10-2022, as amended, are hereby amended by deleting "d) not located in an exterior side yard where it abuts an arterial road" and that subsequent sections be re-alphabetized accordingly.

45. That Sections 9.3.1.4, 9.3.2.6 and 9.3.4.2 to By-law 10-2022, as amended, are hereby amended by deleting the words "of a consulting engineer or surveyor".

46. That Section 10.2, to By-law 10-2022, as amended, is hereby amended with respect to Table 10.2 by adding a "day care centre" as an additional permitted main use under the IN1 and IN2 Zones.

47. That Section 11.3.1, to By-law 10-2022, as amended, is hereby amended by deleting the word "means".

48. That Section 13.2, Table 13.2, to By-law 10-2022, as amended, is hereby amended by deleting "non-farm residential use" and replacing it with "single detached dwelling".

49. That Section 13.3.1.3, to By-law 10-2022, as amended, is hereby amended by deleting "Agriculture-Related Uses" and "dwelling unit" and replacing them with "Single Detached Dwellings" and "single detached dwelling".

50. That Section 15.4.27c), to By-law 10-2022, as amended is hereby amended by including the words "in that the said garage shall be" before the word "measured" located after Table 8-3 under item 8.
51. THAT Schedule "A", Map 2, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the lands from the Parks-Flood Plain (P-FP) Zone to the Open Space (OS) Zone, those lands outlined in heavy solid lines and described as 'OS' on Schedule "A" attached hereto and forming part of this By-law, and legally described as Part of Lots 3 and 4, Concession 2 (geographic Township of Ellice), being Part of Part 2 and Part 25 on Plan 44R-5900, City of Stratford, in the County of Perth.
52. THAT Schedule "A", Map 4, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the lands from the site-specific Residential Fifth Density (R5(1)-18)) Zone to the Residential First Density (R1(3)) Zone, those lands outlined in heavy solid lines and described as 'R1(3)' on Schedule "B" attached hereto and forming part of this By-law, and legally described as Part of Lot 4, Concession 2 (geographic Township of Downie), City of Stratford, in the County of Perth and known municipally as 444 Lorne Avenue West.
53. This By-law shall come into effect upon Final Passage in accordance with the Planning Act.

READ a FIRST, SECOND and THIRD time and

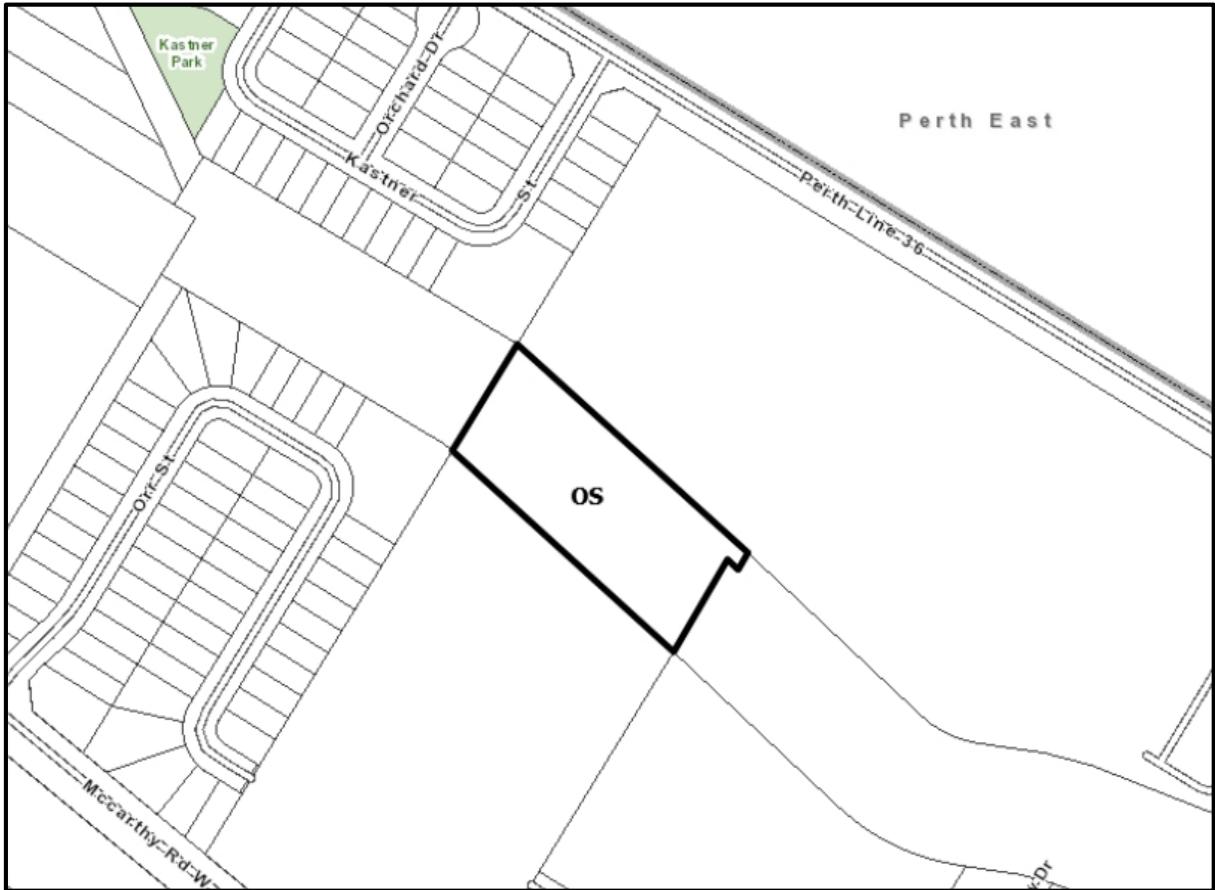
FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**This is Schedule "A" to By-law Number XXX-2026
Adopted this 23rd day of March, 2026**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford



**This is Schedule "B" to By-law Number XXX-2026
Adopted this 23rd day of March, 2026**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford



PREAMBLE

HOW TO READ THIS BY-LAW

PREAMBLE How HOW TO READ THIS BY-LAW

The preamble is intended to assist the reader in understanding and interpreting the Zoning By-law for the City of Stratford. It does not form part of the Zoning By-law.

1.0 Overview of Zoning By-laws

A Zoning By-law is a detailed municipal by-law that regulates the types of land *uses* and activities that may occur on a property or within *buildings*; and the *height*, location, massing and character of *buildings* and *structures*.

Section 34 of the Ontario Planning Act, as amended, gives local municipalities the authority to pass Zoning By-laws, and identifies the specific matters that may be regulated by a Zoning By-law. Zoning By-laws are *used* by most municipalities in Ontario to manage land *use* compatibility and manage the character and appearance of neighbourhoods and communities. Zoning By-laws are also prepared to implement the policies of a municipality's Official Plan, which establishes goals and policies respecting the types of permitted land *uses* and desired built form within different geographic areas of the municipality. The Zoning By-law is *used* to translate these policies into more specific permitted land *uses*, and requirements for *lot* and *buildings* by establishing *zone* categories and regulations which apply to all lands in the municipality.

A Zoning By-law is primarily implemented through the *building permit* application process. Where a property owner or occupant wishes to construct something on their property, and applies for a *building permit*, the proposal must conform to the provisions of the Zoning By-law. If the proposal does not conform to the Zoning By-law, the applicant can:

- a) apply for a minor variance to seek relief from the provisions of the Zoning By-law;
- b) apply for a rezoning (Zoning By-law Amendment) to change their *zone* or seek major relief from the provisions of the Zoning By-law; or
- c) the applicant can rework their proposal so that it complies with the Zoning By-law.

Style Definition: a) subheading: Indent: Left: 1.11 cm, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.63 cm + Indent at: 1.27 cm

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2.0 Authority to Prepare this By-law

The Zoning By-law is prepared in accordance with Section 34 of the Planning Act, R.S.O., 1990, c.P.13, as amended. Generally speaking, the Planning Act allows the Council of the City of Stratford to pass zoning by-laws to restrict the *use* of land, and to regulate the size, location and character of *buildings* and *structures* within the City.

3.0 Overview of the City of Stratford Zoning By-law

This Zoning By-law regulates the *use* of land and *buildings* and the massing, location, *height* and character of *buildings* and *structures* for all lands within the City of Stratford. All properties in the City of Stratford as shown on Schedule "A" are subject to the provisions of this Zoning By-law. This By-law replaces the City of Stratford Zoning By-law 201-2000, as well as the portions of the Township of Perth East By-law 30-1999 and Township of Perth South By-law 4-1999, as they relate to lands which are now within the corporate limits of the City of Stratford.

3.1 Structure of this By-law

The City of Stratford Zoning By-law consists of the following sections:

Section 1.0 - Interpretation and Administration

Section 1.0 describes how the Zoning By-law is to be interpreted, and how the By-law is to be administered by the City of Stratford. All *buildings* and *structures* and land *uses* within the City are required to conform to the provisions of this By-law. *Section 1.0* also contains important details regarding how development applications in process are to be administered.

Section 2.0 – Establishment of Zones

Section 2.0 of the Zoning By-law establishes the *zone* categories and *zone* symbols which are applied to all lands within the City of Stratford as shown on Schedule "A" to this By-law. This section also describes how *zone* boundaries are to be interpreted and identifies special *zone* regulations which may apply to certain properties.

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Certain lands may be subject to holding provisions, which are denoted by the symbols “-H1, -H2”, etc., as a suffix to the *zone*. Where a holding symbol is shown, the provisions of *Section 2.5.2* apply. Where a holding symbol is applied to lands, the lands may not be *used* or developed according to the requirements in the underlying *zone* until such time as the holding symbol is removed. Lands subject to a holding symbol are typically only permitted to be *used* for those *uses* which legally existed prior to the addition of the holding symbol. The by-law which was passed to add the holding symbol may contain special conditions for removing the holding symbol, such as the provision of municipal wastewater servicing for the land. City *Council* must pass a by-law to remove the holding symbol once they are satisfied that the conditions for removing the holding symbol have been met.

~~Certain lands may be subject to bonus provisions, which are denoted by the symbols “-B1, -B2”, etc. as a suffix to the *zone*. Where a bonus provision is shown, the provisions of *Section 2.5.3* apply. Where a bonus provision is applied to lands, increases in the *height* and/or *density* are permitted, beyond that which is typically permitted in this By-law, in exchange for the provision of certain facilities, services, or other matters which provide a community benefit. An amendment to this By-law is required to establish the development standards that would apply when bonusing is granted.~~

Certain lands may be subject to a temporary *use* permission, which are denoted by the symbols “-T1, -T2”, etc. as a suffix to the *zone*. Where a temporary *use* permission is shown, the provisions of *Section 2.5.4* apply. Where a temporary *use* permission is applied to lands, through a Temporary Use By-law, the subject lands may be *used* for such temporary *uses* as set out in the By-law for a limited period of time, notwithstanding the permitted *uses* of this By-law. An amendment to this By-law is required to establish the temporary *use* provisions related to the subject lands.

Certain lands may also be subject to compound zoning (i.e., I2/UR), in which case the provisions of this By-law with respect to each *zone* shall apply to the subject lands, and any *building, structure* or *use* shall conform to the provisions of this By-law which are applicable to such *building, structure* or *use*.

Section 3.0 – Definitions

Section 3.0 provides specific definitions for commonly *used* terms in the By-law. The permitted *uses*, and other technical terms *used* in the Zoning By-law are defined to ensure the Zoning By-law is being interpreted and applied

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consistently. For the convenience of the reader, if a term is italicized in the text of the Zoning By-law, then the term is defined in *Section 3.0*.

Section 4.0 – General Provisions

Section 4.0 of the Zoning By-law provides general provisions which may be applicable to all *zones*, one or more categories of *zones*, or to specific *uses*, depending on the proposed *use* of the *lot* or the context of the *lot*. These provisions include detailed requirements for swimming pools, *home occupations*, *accessory buildings*, *short term rental accommodations*, *bed and breakfasts* and many more subjects that will be applicable depending on the context.

Section 5.0 – Parking and Loading Requirements

Section 5.0 identifies the minimum number of *parking spaces* that a *use* must provide on-site to accommodate *vehicles*. Some *uses* are also required to have *loading spaces* to accommodate the *use*. In this By-law, some *uses* are also required to provide and maintain a certain number of *barrier free parking spaces* and *bicycle parking spaces*. This section also provides requirements for the size of *parking spaces*, drive aisles, and parking lots.

Section 6.0 -14.0 – Zone Categories (Permitted Uses, Special Use Regulations, and General Use Regulations)

Sections 6.0 through 14.0 outlines the *zone* categories which establish the permitted *uses* within each *zone*, as well as the general *use* regulations which identify the *lot* and *building* requirements, including minimum *lot area* and *lot frontage* requirements, *building setbacks* from *lot lines*, maximum *building heights*, and requirements for *accessory buildings* or *structures*. In certain instances, a *zone* category may contain multiple *zone* variations which apply different general *use* regulations. Certain *zones* may also contain special *use* regulations which apply additional requirements to a specific *use*, such as a *boarding house dwelling*, *gas bar*, and *open storage*.

The *zones* are organized into similar categories, in the following sections:

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Section 6.0 – Residential Zones
Section 7.0 – Commercial and Mixed Use Zones
Section 8.0 – Grand Trunk Anchor District Zone
Section 9.0 – Industrial Zones
Section 10.0 – Institutional Zones
Section 11.0 – Theatre District Zone
Section 12.0 – Parks and Open Space Zones
Section 13.0 – Agricultural Zone
Section 14.0 – Urban Reserve Zone

Section 15.0 – Zone Exceptions

Most lands in the City of Stratford are zoned by a base *zone*, which are represented by symbols such as R1(1), I2, etc. However, some lands are also zoned by a site-specific *zone* exception, which is denoted as a base *zone* symbol followed by a hyphenated numeric suffix in *Section 15.0*. For example, I2-1 is *zone* exception number 1 to the General Industrial (I2) *Zone*. The *zone* exceptions provide special provisions related to that specific property or properties, and establish specific requirements related to that *zone* exception.

Section 16.0 – Enactment of By-law

Section 16.0 includes the particulars for the enactment of the Zoning By-law, including the effective date.

Schedule "A" Maps

Schedule "A" to the Zoning By-law is comprised of a series of Maps which identify the *zone* categories for all lands in the City of Stratford. In addition, the maps also identify areas which are subject to specific provisions which may include *zone* exceptions and Holding Provisions. The mapping is subject to change and may be amended from time to time to reflect amendments to the zoning by-law as well as mapping changes due to technical adjustments.

Upper Thames River Conservation Authority Regulation Area (Schedule "A" Overlay)

The *Regulated Area* of the *Upper Thames River Conservation Authority* is Illustrated as an overlay on the Schedule "A" maps. The *Regulated Area* includes lands within the jurisdiction of the *Upper Thames River Conservation Authority*, and may relate to lands associated with flooding or other *hazard lands*. Development within the *Regulated Area* may require a permit from the *Conservation Authority* before a *building permit* can be issued. This overlay is

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primarily intended for information purposes only, as the *Regulated Area* of the *Conservation Authority* may change from time to time. The reader should consult with the City of Stratford and the *Upper Thames River Conservation Authority* to confirm whether a permit will be required from the *Conservation Authority* prior to any development or site alteration. *Section 4.29 (Upper Thames River Conservation Authority Regulation Area)* in the general provisions provides additional information about the meaning of this overlay.

Schedule "B" – Street Classification and Existing and Design Street Widths

Schedule "B" establishes the classification of streets, including Arterial, Collector and Local Streets. It also identifies the *existing street width* and the design (or planned) *street width*, which may identify where additional land may be required for a future road widening. The Zoning By-law makes reference to Schedule "B" when referring to the classification of streets and the existing and design (or planned) street widths.

Schedule "C" – Wellhead Protection Areas

Schedule "C" identifies *wellhead protection areas* which include vulnerable areas in which a significant drinking water threat could occur, in accordance with the Clean Water Act. The general provisions of *Section 4.28 (Source Protection (Wellhead Protection Areas))* identify *uses* and activities which may be prohibited within the defined *wellhead protection areas*. The intent of these provisions is to protect the quality of groundwater resources by prohibiting certain *uses* which may cause adverse impacts on groundwater, such as the storage and handling of hazardous wastes.

All provisions of the By-law are intended to be read in conjunction with one another. It is always important, when reading a Zoning By-law, to identify all provisions throughout the document which may apply to a particular property or *use*.

4.0 How to Check Zoning and Identify Applicable Regulations for a Property

Zoning By-law users are a diverse audience. Some readers will want to examine how the Zoning By-law addresses a certain issue or regulates a certain *use* (e.g., how does the Zoning By-law regulate *home occupations*? In which *zones* are *apartment buildings*, *short term rental accommodations*, or *bed and breakfasts* permitted?). Other users are responsible for administering the By-law and must understand it in great detail.

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The Zoning By-law is required to implement the City's Official Plan, and the reader should also refer to the Official Plan to determine the *existing* land *use* designation and any relevant policies which may be applicable to a specific property or development proposal. Readers are encouraged to consult with the City, to assist in confirming and interpreting the Zoning By-law.

Most readers, however, will use a Zoning By-law in order to determine what they are permitted to do on their property. Following is an outline of the steps one may typically take to determine what types of regulations apply to their property:

1. Locate the property on the applicable Schedule "A" Map and identify the *zone* symbol that applies to the property (e.g., R1(1)). In addition to the applicable *zone* symbol, the following property specific regulations may also apply, as denoted by a mapping overlay or a *zone* suffix:

1.1. Regulated Area: If the property is located in the Regulated Area of the Upper Thames River Conservation Authority, as shown as an overlay on Schedule "A", the reader will need to refer to *Section 4.29* (Upper Thames River Conservation Authority Regulated Area), which identifies associated regulations and permit requirements from the *Conservation Authority* which may be required to permit development on the property.

1.2. Stratford Airport Federal Regulations: If the property is located within the Stratford Municipal Airport Zoning Area, as shown as an overlay on Schedule "A" the reader will need to refer to *Section 2.5.6* (Stratford Airport Federal Regulations). The federal zoning regulations for the Stratford Municipal Airport regulate, within the defined area, the *height* of the *buildings, structures*, objects and natural growth; and communication signals which may cause interference with an aircraft or the airport. The regulations apply to all lands within the defined area, including private property and municipal road allowances.

1.3. Zone Exception: If a *zone* exception number (i.e., "-1") follows the *zone* symbol, the *zone* symbol includes a *zone* exception (i.e., R1(1)-1), refer to the applicable *zone* exception provisions contained in *Section 15.0*. The *zone* exception will provide alternative permitted *use* or *zone* regulations than what would typically be required by the base *zone*. In most cases, the exception *zone* will only address one or more provisions, and at

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least some of the *zone* regulations in the base *zone* in Sections 6.0-12.0 and the general provisions in *Section 4.0* and the parking and loading requirements of *Section 5.0* will still apply.

1.4. Holding Symbol: If a holding symbol (i.e., “-H1”) follows the *zone* symbol (i.e., R1(1)-H1), refer to *Section 2.5.2* regarding the criteria for removal of the holding symbol, and what *uses* may be permitted prior to the removal of the holding symbol. The reader should consult with the City to confirm the permitted *uses* and the requirements for removing the holding symbol.

~~**1.5.** Bonus Provisions: If a bonus provision (i.e., “-B1”) follows the *zone* symbol (i.e., R1(1)-B1), refer to *Section 2.5.3* regarding the increases in the height and/or density that are permitted, beyond that which is typically permitted in this By-law, in exchange for the provision of certain facilities, services, or other matters which provide a community benefit.~~

~~**1.6.1.5.** Temporary Use Permission: If a temporary *use* permission (i.e., “-T1”) follows the *zone* symbol (i.e., R1(1)-T1), refer to *Section 2.5.4* regarding the *use(s)* for which the subject lands may be *used* for such temporary *use(s)* as set out in the By-law for a limited period of time, notwithstanding the permitted *uses* of this By-law.~~

~~**1.7.1.6.** Lots with Compound Zoning: If a property has compound *zones*, such as (i.e., I2/FR), refer to *Section 2.3.3*. In these instances, the provisions of this By-law with respect to each *zone* shall apply to the subject lands, and any *building, structure* or *use* shall conform to the provisions of this By-law which are applicable to such *building, structure* or *use*.~~

2. Locate the road(s) on which the property is located on Schedule “B.” Schedule “B” lists all of the Roads in the City and identifies its classification (i.e., collector, local or arterial) as well as the existing and planned width of each road. This information is referred to by certain ~~provisions~~provisions of the By-law (see Step 5).
3. Wellhead Protection Area: If the property is located within a *wellhead protection area* as shown on Schedule “C”, the reader will need to refer to the general provisions in *Section 4.28* (Source Protection (Wellhead Protection Areas)), which

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identifies certain *uses* and activities which may be prohibited within the *wellhead protection area* in order to protect the quality of groundwater resources.

4. Identify the permitted uses and general use regulations for the zone category: Every *zone* category includes a table of permitted *uses* and general *use* regulations in Section 6.0 through Section 14.0 of the By-law. For Residential Zones (R1, R2, R3, etc.) you will find the list of permitted *uses* in *Section 6.2* (Permitted Uses) of the By-law, and the general *use* regulations in *Section 6.4*, which are further divided into *zone* variations (i.e., R1(1), R1(2), R1(3)). The permitted *uses* for each *zone* are organized in a table. The *uses* permitted on your property are represented by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use*. For each *zone*, the general *use* regulations establish the *lot* and *building* requirements applicable to that *zone* or *zone* variation, including the required minimum *lot area*, minimum *lot frontage*, minimum and/or maximum yard *setbacks*, *building heights*, and other *lot* and *building* requirements, which the *use* of the *lot* must comply with.

It is important to read the definitions associated with the terminology *used* in this By-law. All of the *uses* permitted in this By-law are associated with a definition. Many technical terms are also defined, such as *lot frontage*, *lot coverage*, and *front yard setback*, for example. Where a term is defined, you will see it appear in italics in this text for convenience.

5. Identify Other Provisions that May Apply: The types of *uses* and *lot* and *building* requirements are principally regulated by the *zone* requirements. However, *Section 4.0* (General Provisions) contains provisions that apply to certain permitted *uses*. For example, there are provisions that are specifically applicable to swimming pools, *bed and breakfast establishments*, *accessory buildings*, *home occupations*, *short term rental accommodations*, and many other *uses*. Furthermore, *Section 5.0* (Parking and Loading Requirements) contains provisions that apply to *parking spaces*, loading areas, drive aisle and parking lot requirements, and *barrier free parking space* and *bicycle parking space* requirements.
6. Consider the Administrative Provisions of the Zoning By-law: *Section 1.0* (Interpretation & Administration) of the Zoning By-law contains some provisions that can help you understand how to read and *use* the By-law. A reader should be

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familiar with these provisions as they may be essential depending on your circumstance.

5.0 Confirming with the City

It is always a good idea to consult with the City about your construction project, as City staff will help you determine whether your project will comply with the applicable provisions of the Zoning By-law. For significant developments, consultation with the other applicable agencies may also be required.

Additionally, there may be approved minor variances which are applicable to the property which may provide relief from certain *zone* regulations, permitted *uses* or general provisions. The City of Stratford's Planning Staff can assist in identifying any approved minor variances.

6.0 Relationship to Other By-laws, Regulations, Legislation, etc.

The Zoning By-law does not supersede or trump any other legislation, regulations or municipal by-laws. In fact, depending on your proposal or the *use* of your property, other laws may apply. It is the property owner's responsibility to understand what laws will apply to their land *use* or their construction project.

The municipality administers other by-laws that are related to this Zoning By-law. For example the City administers a *sign* by-law to regulate *signs*. The City also administers by-laws that regulates and provides a process for licensing certain businesses, subject to conditions, such as *bed and breakfast establishments and short term rental accommodations*. These by-laws essentially 'build' on the Zoning By-law's requirements, and should be considered "in addition to" the Zoning By-law's requirements.

The laws and regulations of the Province, the Federal Government and other agencies may also apply. Some *uses* may be subject to Provincial/Federal licensing or regulation. It is not the role of the Zoning By-law to integrate with the regulations or laws of other government. The City can help you identify what other laws and regulations might apply to your project.

7.0 Subsequent Zoning By-law Amendments

The Zoning By-law may be consolidated from time to time to include subsequent amendments to the Zoning By-law. However, there may have been amendments to the Zoning By-law or removals or additions of holding symbols which are not consolidated in

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HOW TO READ THIS BY-LAW

the current office consolidation of the Zoning By-law. In all cases, the reader should contact City planning staff to confirm the most current zoning of a property and applicable regulations. Additionally, the maps contained in Schedule "A" may not reflect the latest zoning, or any recent changes to the parcel fabric.

8.0 Minor Variances

The Committee of Adjustment has the authority to approve minor variances to the Zoning By-law, which may provide minor relief from specific zoning provisions or minor changes to the permitted *uses* of one or more properties. Minor variances previously granted are not reflected in the Zoning By-law and are not indicated in the *zone* exceptions. The reader should contact the City to identify whether there are any approved minor variances applicable to a property.

SECTION 1.0

INTERPRETATION & ADMINISTRATION

SECTION 1 INTERPRETATION & ADMINISTRATION

1.1 Title

This By-law shall be known as the "City of Stratford Zoning By-law".

1.2 Lands Affected

The provisions of this By-law shall apply to all lands within the corporate limits of the City of Stratford.

1.3 Repeal of Former By-laws

The following By-laws, and all amendments thereto are hereby repealed:

- a) City of Stratford By-law 201-2000 and all amendments thereto;
- b) Township of Perth East By-law 30-1999 and all amendments thereto, as it relates to lands within the corporate limits of the City of Stratford, are hereby repealed; and
- c) The Township of Perth South By-law 4-1999 and all amendments thereto, as it relates to lands within the corporate limits of the City of Stratford, with the exception of the 2020 annexation lands, are hereby repealed.

1.4 Conformity with this By-law

No *building* or *structure* shall hereafter be erected or altered, no land shall be *used*, nor shall the *use* of any *building*, *structure* or *lot* hereafter be changed, in whole or in part, except in conformity with the provisions of this By-law.

1.5 Compliance with Other Legislation

- a) Nothing in this By-law shall serve to relieve any person from any obligation to comply with the requirements of any other By-law of the City of Stratford, Province of Ontario, or Government of Canada that may otherwise affect the *use* of land, *buildings*, and *structures*.
- b) Without limiting the generality of subsection (a) above, this includes the Building Code Act (Ontario Regulation 332-12), the Ontario Heritage Act,

SECTION 1.0

INTERPRETATION & ADMINISTRATION

and the permitting procedures of the *Upper Thames River Conservation Authority* (Ontario Regulation 157/06).

1.6 Penalties Enforcement

1.6.1 Offences

- a) Every person, corporation, every director and or officer of a corporation who uses land and or owns land which is used contrary to provisions of this By-law is guilty of an offence.
- b) Every person, corporation, every director and or officer of a corporation who interferes with an *Officer* lawfully conducting enforcement of this By-law is guilty of an offence.

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1.6.2 Orders

An *Officer* may Order or direct a person and or corporation to discontinue or refrain from proceeding with any activity or doing anything that is in contravention of this By-law.

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1.6.3 Right of Entry

- a) Where an *Officer* believes on reasonable grounds that provisions of this By-law are being or have been contravened, the *Officer* at a reasonable time and upon producing proper identification, may enter and inspect the property on or in respect for which they believe the contravention is occurring.
- b) Except under authority of a search warrant issued under the *Planning Act*, an *Officer* or any person acting under their instructions shall not enter any room or place actually used as a dwelling without requesting and obtaining the consent of the occupier, first having informed the occupier that the right of entry may be refused and entry made only under the authority of a search warrant.

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1.6.4 Penalties

a) Every person who contravenes any provision of this By-law and, if the person is a corporation, every director or officer of the corporation who knowingly concurs in the contravention, is guilty of an offence and on conviction is liable:

i) on first conviction to a fine of not more than \$25,000; and

ii) on subsequent conviction, to a fine of not more than \$10,000 for each day, or part thereof, upon which the contravention has continued after the day on which the person was first convicted.

b) Where a corporation contravenes any provision of this By-law, the maximum penalty that may be imposed is,

i) on first conviction a fine of not more than \$50,000; and

ii) on subsequent conviction a fine of not more than \$25,000 for each day or part thereof upon which the contravention has continued after the day on which the corporation was first convicted.

~~1.6~~

~~Every person who contravenes a provision of this By-law and, if the person is a corporation, every director or officer of the corporation who knowingly concurs in the contravention, is guilty of an offence and on conviction is liable to fines under the Planning Act.~~

1.7 Severability

A decision of a court of competent jurisdiction that one or more of the provisions of this By-law or any portion of the Zoning Schedules to this By-law are invalid in whole or in part does not affect the validity, effectiveness, or enforceability of the other provisions or parts of the provisions of this By-law.

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INTERPRETATION & ADMINISTRATION

1.8 Clarification and Convenience

- a) Examples, side notes, and illustrations are for the purpose of explanation, clarification, and convenience, and do not form part of this By-law.
- b) Any numbers in circles following any item in any Table indicates that one or more additional regulations apply to the *use, zone*, or standard indicated. These additional regulations are listed below the applicable Table.
- c) Any geographic, biographic, referential, or identifying information and any list of amending by-laws contained in this By-law is provided for the purpose of clarification and convenience and does not form part of this By-law.
- d) The following character styles are provided for the purpose of convenience. Their usage or omission shall not be considered an interpretive statement by the City:
 - i) Terms that are defined in *Section 3.0* (Definitions) of this By-law have been italicized.
 - ii) Titles of Federal or Provincial legislation have been italicized.
- e) Any reference to Federal or Provincial Act or Regulation shall include any amendments or revisions made thereto or any subsequent Act or Regulation enacted in its place.
- f) Where a defined term listed in Section 3.0 (Definitions) of this By-law is reversed anywhere in this By-law, it is done for the ease and convenience of locating the term with other like terms (e.g., single detached dwelling, or dwelling, single detached). Such a reversal or lack thereof shall not be considered an interpretive statement by the City.
- g) Where another By-law number is cited in this By-law, that reference shall be interpreted to include reference to any and all applicable amendments to that By-law.
- h) Revisions may be made to this by-law without the need for a zoning by-law amendment in the following cases:
 - i) correction of numbering, cross-referencing, grammar, punctuation or

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SECTION 1.0

INTERPRETATION & ADMINISTRATION

typographical errors or revisions to format in a manner that does not alter the meaning or intent of the provision;

- ii) adding or revising technical information on maps or schedules that does not affect the zoning of lands including, but not limited to, matters such as updating and correcting infrastructure information, keys, legends or title blocks; and
- iii) changes to appendices, footnotes, headings, indices, marginal notes, tables of contents, illustrations, historical or reference information, page numbering, footers and headers, which do not form a part of this by-law and are editorially inserted for convenience of reference only.

1.9 Measurements and Rounding Provisions

Where the rounding of a calculation is required by the provisions of this By-law, all measurements of length or area *used* in this By-law shall be subject to the normal rules of rounding numbers, within the degree of precision specified by the number of digits following the decimal point (if any), so that:

a) For a whole number:

- i) Measurements of less than 0.5 shall be rounded downward to the next whole unit (e.g., 8.49 metres is rounded downward to 8 metres); and
- ii) Measurements of 0.5 and greater shall be rounded upward to the next whole unit (e.g., 8.51 metres is rounded upward to 9 metres).

b) For a number having one decimal place:

- i) measurements of less than 0.05 shall be rounded downward to the next one-tenth unit (e.g., 8.049 metres is rounded downward to 8.0 metres); and
- ii) measurements of 0.05 and greater shall be rounded upward to the next one-tenth unit (e.g., 8.051 metres is rounded upward to 8.1 metres).

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Ratios and percentage figures shall not be subject to the above rounding provisions.

The calculation of required *parking spaces*, *barrier free parking spaces*, *loading spaces* and *bicycle parking spaces* shall be subject to the rounding provisions of *Section 5.0* (Parking and Loading Requirements).

1.10 Transition Protocol

Notwithstanding *Section 1.3* (Repeal of Former By-laws) and *1.4* (Conformity with this By-law) of this By-law, a *building permit* may be issued for the following scenarios in accordance with *Section 1.10* of the By-law.

1.10.1 Building Permit Applications

Nothing in this By-law shall prevent the erection or *use* of any *building* or *structure* that does not conform with one or more of the provisions of this By-law if a *building permit* was issued prior to the effective date of passing of this By-law provided that the erection of such *building* or *structure* is commenced not more than 6 months after the date of passing of this By-law and continues without unnecessary interruption, and prior to the expiration of any such *building permit* or termination of such site plan agreement.

1.10.2 Minor Variance and Consent Applications

- a) Where the Committee of Adjustment of the City, the Townships of Perth East or Perth South, the Ontario Municipal Board or Local Planning Appeal Tribunal or Ontario Land Tribunal has authorized a minor variance from the provisions of By-law 201-2000, By-law 30-1999 and By-law 4-1999 in accordance with Section 45(1) of the Planning Act, in respect of any land, *building* or *structure* and the decision has come into effect on or prior to the effective date of passing of this By-law, the provisions of this By-law, as they apply to such land, *building* or *structure*, shall be deemed to be modified to the extent necessary to give effect to such minor variance. This provision shall apply only to minor variances that have been granted since November 9, 2000.
- b) The requirements of this By-law do not apply to a *lot* where a provisional consent has been given by the Committee of Adjustment of the City or the Ontario Municipal Board or Local Planning Appeal Tribunal or Ontario Land Tribunal or the applicable authority that grants consents on or before the

SECTION 1.0

INTERPRETATION & ADMINISTRATION

effective date of this By-law and a *building permit* for the applicable project has not yet been issued, the *lot* has not yet been *registered* at the Land Registry Office, or the applicable easement or agreement has not yet been *registered* on title.

1.10.3 Site Plan Applications

The requirements of this By-law do not apply to a *lot* where Site Plan Approval has been granted by the City or the Ontario Municipal Board or Local Planning Appeal Tribunal or Ontario Land Tribunal on or before the effective date of this By-law and a *building permit* for the applicable project has not yet been issued.

1.10.4 Previous Zoning to Apply

- a) For the purposes of determining zoning compliance for matters subject to *Section 1.10* of this By-law, the applicable provisions of the City of Stratford Zoning By-law 201-2000, Township of Perth East Zoning By-law 30-1999, and Township of Perth South Zoning By-law 4-1999, as amended, as it read on the effective date of this By-law shall apply.

1.10.5 Cessation of Section 1.10 Relief

- a) The relief provided by *Section 1.10* of this By-law shall not continue beyond the issuance of the permit, approval, or agreement upon which the exemption is founded, unless otherwise provided for in this By-law. Once the permit, agreement, or approval has been granted, the provisions of the former applicable Zoning By-law shall cease to be in effect.

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SECTION 2.0

ESTABLISHMENT OF ZONES

SECTION 2 ESTABLISHMENT OF ZONES

2.1 Establishment of Zones

For the purpose of this By-law, the following *zones* are established in *Table 2.1* and all lands subject to this By-law are placed into one or more of the following *zones*:

Table 2.1: Establishment of Zones

Zone Category	Zone Symbols
RESIDENTIAL ZONES	
Residential First Density	R1
Residential Second Density	R2
Residential Third Density	R3
Residential Fourth Density	R4
Residential Fifth Density	R5
Mixed Use Residential	MUR
COMMERCIAL ZONES	
Neighbourhood Commercial	C1
Highway Commercial	C2
Central Commercial	C3
Shopping Centre Commercial	C4
Corridor Commercial	C5
GRAND TRUNK ANCHOR DISTRICT ZONE	
Grand Trunk Anchor District	AD
INDUSTRIAL ZONES	
Prime Industrial	I1
General Industrial	I2
Secondary Industrial	I3
Factory District	I4
INSTITUTIONAL ZONES	
Institutional Community	IN1
Institutional Neighbourhood	IN2
THEATRE DISTRICT ZONE	

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Zone Category	Zone Symbols
Theatre District	TH
PARKS AND OPEN SPACE ZONES	
Parks	P
Open Space	OS
AGRICULTURAL ZONE	
Agricultural	A
URBAN RESERVE ZONE	
Urban Reserve	UR

2.2 Zone Symbols

Zones and *zone* boundaries are shown on Schedule "A" of this By-law. The lands identified on the schedules as being within a *zone* are subject to the provisions of this By-law applicable to that *zone* or *zones*.

2.3 Interpretation of Zone Boundaries

2.3.1 Determination of Boundary

Where the boundary of any *zone* is shown on the Schedules:

- a) As following the centre-line or limit of a *street, lane*, railway, right-of-way, transmission line, unopened road allowance, or watercourse, the boundary shall be the centre-line of the applicable feature;
- b) As following the *front lot line* on a future *lot* in a draft approved Plan of Subdivision or Condominium, the boundary shall be the centre-line of the future *street* being constructed;
- c) As following any other *lot line* on an *existing lot* or on a future *lot* in a draft approved Plan of Subdivision or Condominium, the boundary shall be the *existing* or future *lot line*;
- d) As running substantially parallel to a *lot line abutting* any *street* and the distance from that *street* is not indicated, the boundary shall be parallel to the applicable *lot line* and the distance shall be determined according to

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SECTION 2.0

ESTABLISHMENT OF ZONES

the scale shown on the Schedules;

- e) As following the limits of the City, the boundary shall be the corporate limits of the City; and,
- f) Where none of the above provisions apply, the *zone* boundary shall be scaled from the Schedules.

2.3.2 Lots with More Than One Zone

- a) Where a *lot* is divided into two or more *zones*, each such portion of the said *lot* shall be considered a separate *lot* as defined herein and shall be *used* in accordance with the provisions of this By-law which are applicable to the *zone* wherein such portion of the said *lot* is located.
- b) Notwithstanding anything in paragraph a) to the contrary, where the *use* or *uses* of a *lot* divided into two or more *zones* are permitted in all such *zones*, the said *lot* shall be considered to be a single *lot* as defined herein and the highest or most restrictive *zone* requirements pertaining to such *use* or *uses* applicable to the *zones* shall apply throughout the said *lot*.

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2.3.3 Lots with Compound Zoning

Where a *lot* has a compound *zone*, it is indicated by a *zone* symbol followed by a forward slash ("/"), and a second *zone* symbol, such as I2/UR (General Industrial / Urban Reserve), then the provisions of this By-law with respect to each such *zone* shall apply to the said *lot*, and any *building*, *structure* or *use* shall conform to the provisions of this By-law which are applicable to such *building*, *structure* or *use*. The Mixed Use Residential (MUR) Zone shall be compounded with an R2 or R3 *zone*.

2.4 Interpretation of Use

Where a *use* is defined or permitted in a *zone*, the interpretation of that *use* shall not include any other *use* specifically referred to or otherwise defined in this By-law.

2.5 Special Zone Regulations

Where the *zone* symbol zoning certain lands on the Schedules is preceded or followed by any combination of parentheses, a hyphen, number, or letter, provisions relating to one or more of the following special *zone* regulations apply to the lands so designated on the

SECTION 2.0

ESTABLISHMENT OF ZONES

Zoning Maps. Lands so identified shall be subject to all of the provisions and restrictions of the applicable parent *zone*, except as otherwise provided by the special *zone*.

2.5.1 Zone Exceptions (Defined Areas)

Where a *zone* symbol is followed by a hyphen and number, the symbol refers to a *zone* exception that applies to the identified lands, which is included in *Section 15.0* (Zone Exceptions).

2.5.2 Holding Provisions

Where a *zone* symbol applying to any *lot* or area on Schedule "A" is followed by the holding symbol "-H" and a number, such as R1(1)-H1, no *building, structure* or *use* shall be erected or altered, save and except for *existing buildings* or *structures* permitted in the applicable *zone*, until such time as the (H) symbol has been removed in accordance with the provisions of the Planning Act.

Application of the holding symbol (H) indicates that development of the lands is premature at the present time, and indicates the *use* to which lands, *buildings* or *structures* may be *used* at such time in the future as the holding symbol is removed by amendment to this By-law. Section 9.2.4 of the Official Plan outlines the criteria to be satisfied in order to remove the holding symbol (H); however, more specific criteria or holding provisions may be included in the Zoning By-law, provided that such criteria is in conformity with the City of Stratford Official Plan.

Table 2.5.2 establishes the holding provisions, including the extent of permitted *uses* while the holding symbol (H) is in place, and the conditions that must be satisfied for the removal of the holding symbol (H). Additional holding symbol criteria may be established through site specific *zone* exceptions as outlined in the applicable *zone* exceptions to this By-law.

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ESTABLISHMENT OF ZONES

Table 2.5.2: Holding Provisions

Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
H1	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	That the City of Stratford has confirmed that sufficient water, sanitary sewer and storm sewer facilities are available, to the satisfaction of the City.
H2	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	That site plan approval has been granted by the City of Stratford and a site plan agreement has been entered into, pursuant to the provisions of the <i>Planning Act</i> .
H3	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	That draft plan of subdivision approval has been granted by the City and a subdivision agreement has been entered into, pursuant to the provisions of the <i>Planning Act</i> .
H4	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	That the City of Stratford is satisfied in consultation with the <i>Upper Thames River Conservation Authority</i> that an appropriate analysis of the environmental feature(s) has been completed and the area of development has been approved.
H5	<ul style="list-style-type: none"> • <i>hotel apartment building</i> (maximum of 240 <i>hotel</i> rooms/<i>apartment building</i>) • <i>auditorium</i> • <i>eat-in restaurant</i> • <i>professional office</i> • <i>clinic</i> • <i>apartment building</i> • <i>hotel</i> (maximum of 120 rooms) • theatre • <i>business office</i> • private club • <i>retail store</i> (maximum <i>gross floor area</i>) 	That the City of Stratford has confirmed that sufficient water, sanitary sewer and storm sewer facilities are available, to the satisfaction of the City.

SECTION 2.0

ESTABLISHMENT OF ZONES

Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
	<p>all <i>retail stores</i> combined 1,000m²) in accordance with subsection (d) of <i>zone</i> exception C2-7</p> <ul style="list-style-type: none"> • <i>tavern</i> • spa in accordance with subsection (d) of <i>zone</i> exception C2-7 • <i>fitness club</i> in accordance with subsection (d) of <i>zone</i> exception C2-7 • <i>personal care establishment</i> in accordance with subsection (d) of <i>zone</i> exception C2-7 • <i>personal service establishment</i> in accordance with subsection (d) of <i>zone</i> exception C2-7 • <i>clinic</i> in accordance with subsection (d) of <i>zone</i> exception C2-7. 	
H6	<ul style="list-style-type: none"> • Until such a time as the Holding provision is removed only <i>existing uses</i> and a maximum of 9,718 m² of new commercial <i>uses</i> shall be permitted on the lands to which the Highway Commercial-Special Holding (C4-2) <i>zone</i> applies. The new commercial <i>uses</i> that are permitted in this <i>zone</i> include a maximum of 7,581 m² <i>gross floor area</i> of <i>supermarket</i> and non-supermarket retail <i>uses</i>, with the <i>supermarket</i> to occupy a maximum <i>gross floor area</i> of 4,630 m² and the remainder to consist of other permitted commercial <i>uses</i> including non-supermarket retail <i>uses</i>, personal service, <i>office</i> and <i>restaurant uses</i>. Upon application to <i>Council</i>, the (H) provision may be removed to permit additional non-supermarket retail <i>uses</i> and other permitted commercial <i>uses</i>, to the maximum permitted by c)(i) of <i>zone</i> exception 	<p>Until such time as a market study is submitted to the satisfaction of the City that such additional <i>uses</i> and <i>gross floor area</i> can be accommodated without impacts on the role, planned function and economic viability of <i>existing</i> and planned commercial areas in the City.</p>

SECTION 2.0

ESTABLISHMENT OF ZONES

Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
	(C4-2).	
H7	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as a Traffic Impact Study has been approved to the satisfaction of the City.
H8	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as an Urban and Sustainable Design Study, or Urban
H9	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as a Heritage Impact Assessment has been approved to the satisfaction of the City.
H10	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as an Archaeological Assessment has been approved to the satisfaction of the City.
H11	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as a Tree Analysis or Tree Preservation Plan has been approved to the satisfaction of the City.
H12	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as a Noise and/or Light Impact Study has been approved to the satisfaction of the City.
H13	<i>Existing</i> , legally established <i>uses</i> in existence on the date of passing of this By-law.	Until such time as a Market Impact Study, Financial Impact Study, or Capital Impact Assessment has been approved to the satisfaction of the City
H14	Until such time as the (H14) is removed, a <i>brewery</i> on the lands <i>zoned</i> C4-3 is permitted to have a maximum floor area of 465 m ² .	The (H14) shall not be removed until a noise and odour study has been submitted and approved for a <i>brewery</i> with a floor area of over 465 m ² to the satisfaction of the City.
H15	Until such time as the (H15) is removed, the separation distance between a <i>brewery</i>	The (H15) shall not be removed until a noise and odour study is submitted

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Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
	(with a maximum <i>floor area</i> of 465 m ²), <i>self-storage establishment, scientific or medical laboratory</i> and <i>warehouse</i> is to have a minimum separation distance of 70m between a <i>dwelling unit, retirement home, place of worship, day care centre or private school</i> (measured in a straight line from the nearest part of the <i>building</i> or <i>structure</i> containing the <i>uses</i>) on any lands <i>zoned</i> C4-3 or C4-4.	and approved for a <i>brewery</i> with a floor area of less than 465 m ² or a noise study is submitted and approved for a <i>scientific or medical laboratory, self-storage establishment, or warehouse</i> to the satisfaction of the City.
H16	Until such time as the (H16) is removed, a maximum of 707 dwelling units are permitted on the lands zoned R4(2)-16 and R4(2)-17.	The (H16) shall not be removed until servicing has been addressed to the satisfaction of the City of Stratford Engineering Division.
H17	Until such time as the (H17) is removed, no buildings or structures are permitted on lands zoned R4(2)-16. Removed as per By-law 126-2022	The (H17) shall not be removed until the works have been completed and accepted to the floodplain to the satisfaction of the City of Stratford Engineering Division.
H18	Until such time as the (H18) is removed in accordance with the provisions of the Planning Act a restaurant drive through shall not be permitted on the property	The (H18) shall not be removed until a Traffic Impact Study has been completed to the satisfaction of the City.
H19	Until such time as the (H19) is removed, no building structure or <i>use</i> shall be erected or altered save and except for <i>existing</i> buildings or structures permitted in the applicable zone, until such time as the (H) symbol has been removed in accordance with the provisions of the Planning Act.	The (H19) shall not be removed until the remediation works have been completed for the McNamara Drain to the satisfaction of the Upper Thames River Conservation Authority and the City.
H20	Until such time as the (H20) is removed, only the following <i>uses</i> are permitted:	The (H20) shall not be removed for the subject lands until consent application B06-17 is in full effect and that the heritage designation process as set out under Part IV of the Ontario Heritage

SECTION 2.0

ESTABLISHMENT OF ZONES

Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
	legally established uses in existence on the July 27, 2020.	Act be completed, with no further appeals.
H21	Until such time as the (H21) is removed, permitted uses shall be limited to <i>existing</i>, legally established <i>uses</i> in existence on the date of passing of this By law Removed as per By-law 39-2022	The (H21) shall not be removed for the subject lands until all work under building permit 2017-104771 has been completed and inspected to the satisfaction of the Chief Building Official and the building permit file is closed
H22	Until such time as the (H22) is removed, permitted <i>uses</i> shall be limited to <i>existing</i>, legally established <i>uses</i> in existence on the date of passing of this By-law. Holding provision removed by By-law 134-2023	The Holding Provision (H22) shall not be removed from the subject lands until the remediation works have been completed for the McNamara Drain to the satisfaction of the Upper Thames River Conservation Authority and the City.
H23	Until such time as the (H23) is removed, a maximum of 392 dwelling units are permitted on the lands zoned R4(2)-28.	The (H23) shall not be removed until servicing has been addressed to the satisfaction of the City of Stratford Engineering Division.
H24	Until such time as the (H-24) is removed, permitted uses shall be limited to existing, and legally established uses in existence on the date of passing of this By-law.	The (H-24) shall not be removed from the Subject Lands until a site plan agreement is entered into with the City and a noise and vibration impact study is completed to the satisfaction of the City relating to the noise and vibration impacts of the proposed industrial development on the existing and planned residential properties surrounding the lands and setting out the mitigation measures, if any, required for the industrial development in accordance with the MECP D-6 Guideline document as amended.

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Holding Symbol	Permitted Uses Until the Holding Symbol is Removed	Conditions for Removal of the Holding Symbol
H25	Draft number assigned but not used	
H26	Until such time as the (H26) is removed, permitted uses for the lot municipally addressed 172 Frederick Street shall be limited to existing and legally established uses in existence on the date of passing of this By-law. Permitted uses for the lots municipally addressed 473 Douro Street and 160 Frederick Street shall be limited to all permitted uses of the General Industrial (I2) zone. (By-law 119-2023)	The Holding Provision (H26) shall not be removed from the Subject Lands until such time as a noise impact study has been submitted to the City and approved to the satisfaction of the City, relating to the noise impacts, if any, of the permitted light industrial uses, as per I2-39, on the residential properties surrounding the lands, and setting out mitigation measures."

2.5.3 Bonus Provisions

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~~The following sections outline the general provisions that provide direction for the determination of the permitted increases in *height* and/or *density*, beyond that permitted in this By-law, in exchange for certain facilities, services, or other matters which provide a community benefit. The City may consider bonus provisions for other matters not expressly defined in this By-law, and in accordance with the Official Plan. An amendment to this By-law shall be required to establish the development standards that would apply when bonusing is granted in exchange for the provision of certain facilities, services, or other matters which provide a community benefit. Notwithstanding the provisions of this section, the bonus provisions applicable to a *lot* may be revised through the site-specific zoning by-law amendment in view of the proposed application and development circumstances.~~

~~2.5.3.1 Heritage Building Designation~~

~~For *buildings and/or structures* designated as historically significant by the City of Stratford, under Part IV or V of the Ontario Heritage Act, in consideration for their heritage designation, the following regulations shall apply:~~

~~a) Where Non-Residential Uses are Proposed:~~

- ~~i) a 30% increase in the *gross floor area* of the *existing building* and/or a 30% decrease in the required minimum parking for a permitted *use* on the *lot*. Where a maximum *gross floor area* is not specified in this~~

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~~By-law it shall be calculated based on the maximum permitted building envelope; or;~~

~~b) Where Residential Uses are Proposed:~~

~~i) for every 15 m² of existing gross building floor area of a designated heritage building, 1 additional dwelling unit shall be permitted for a permitted use on the lot to a maximum increase of 30% of the permitted maximum density (upnh) or dwelling units permitted in the zone. Where a maximum density (upnh) or number of dwelling units is not specified in this By-law it shall be calculated based on the maximum permitted building envelope.~~

~~Where an increase in the gross floor area and/or dwelling units is permitted, the development shall be in accordance with all other regulations of the applicable zone. Where the proposed building is a combination of residential and non-residential permitted uses, the additional height and/or density permitted shall not exceed a combined total percentage of a 30% increase in the maximum number of dwelling units and non-residential gross floor area for the lot, and a maximum increase of one additional storey may be permitted.~~

~~2.5.3.2 Public Open Space~~

~~For every 100.0 m² of public open space which is dedicated to the City (in excess of the required parkland dedication), the maximum permitted density (upnh) or total number of units of the residential development may be increased by one unit per each 100.0 m² of public open space, up to 30% of the maximum permitted density (upnh) or total number of units that would otherwise be permitted by this By-law.~~

~~2.5.3.3 Day Care Facilities~~

~~Where day care facilities are provided within commercial or mixed-use buildings of larger than 1,800.0 m², the floor area devoted to the day care facilities shall not be included in the maximum gross or gross leasable floor area permitted.~~

~~2.5.3.4 Underground or In-Building Structured Parking~~

~~Where underground or in-building structured parking is provided to accommodate all the required parking on a lot, with the exception of visitor parking, within a residential, commercial or mixed-use building, and complies with the requirements of Section 5.3.9 (Structured and Underground Parking) of this By-law, notwithstanding any density of~~

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~~height provisions of this By-law to the contrary, the permitted building height may be increased by 1 storey.~~

2.5.3.5 — Affordable Housing

~~Where affordable housing in the form of ownership housing or rental housing is provided in a residential or mixed-use building, for every 2 affordable dwelling units, 1 additional dwelling unit may be permitted on the lot to a maximum increase of 20% of the permitted maximum density (upnh) or maximum dwelling units permitted in the zone. Where a maximum density (upnh) or number of dwelling units is not specified it shall be calculated based on the permitted building envelope. The affordable housing shall be maintained on the lot for a period of no less than 15 years through an agreement with the City.~~

~~Where a zone symbol applying to any lot or area on Schedule "A" is followed by the bonus provision symbol "B" and a number, such as R1(1)-B1, an increase in the height and/or density, beyond that permitted in this By-law, is permitted in exchange for certain facilities, services, or other matters which provide a community benefit, in accordance with Table 2.5.3.~~

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Table 2.5.3: Bonus Provisions

Bonus Provision Symbol	Property Description and Base Zone	Bonus Provision Regulations
B1	<i>Lands bounded by St. Patrick Street, Downie Street, the railway right-of-way and Cooper Street—Grand Trunk Anchor District Zone</i>	<p>Despite the maximum <i>height</i> specified in <i>Section 8.4</i>, a height limit of 45m is permitted if a combination of the following community benefits are provided to the satisfaction of the City:</p> <ul style="list-style-type: none"> • Child care centre • Bicycle sharing infrastructure/program • Significant public realm improvements • Public art contributions • Heritage conservation • Pedestrian improvements • Public art contributions • Heritage restoration • Zero carbon <i>buildings</i> (as-built) • Reduced carbon emissions • Affordable housing • Accessibility design beyond minimum legislative standards • Smart technology implementation <p>The owner/applicant of the lot upon which facilities, services, or matters are to be provided or contributed in return for a bonus provision shall enter into an agreement with the City pursuant to <i>Section 37</i> of the <i>Planning Act</i>, to be registered on title.</p>

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2.5.42.5.3 Temporary Use Permission

Where a *zone* symbol applying to any *lot* or area on Schedule "A" is followed by the temporary *use* permission symbol "-T" and a number, such as R1(1)-T1, the symbol refers to a temporary *use* permission that applies to the lands so *zoned*. The provisions of this By-law are modified for the lands to which the temporary *use* permission applies as set out in this Section of this By-law and ~~Table 2.5.4~~ *Table 2.5.3*, until the permission granted by the applicable Temporary Use By-law expires, in accordance with Section 39 of the Planning Act.

Table 2.5-1.3: Temporary Use Permissions

Temporary Use Symbol	Property Description and Base Zone	Temporary Use Zone Provisions and Expiry Date
None		

2.5.52.5.4 Upper Thames River Conservation Authority Regulated Area

Where lands are located within the *Upper Thames River Conservation Authority Regulated Area* as illustrated as an overlay on Schedule "A" they are susceptible to flooding or erosion hazards, as mapped by the *Conservation Authority*, and are subject to the general provisions of *Section 4.29* (Upper Thames River Conservation Authority Regulated Area) of this By-law and the requirements of the *Conservation Authority* with respect to the erection of *buildings* and *structures* and/or the placement or removal of fill.

2.5.62.5.5 Stratford Municipal Airport and Adjacent Area

Within the area identified in Schedule "A" as being subject to Federal Zoning Regulations for Stratford Municipal Airport, all developments and land *uses* shall comply with Stratford Municipal Airport Zoning Regulations as amended, pursuant to the Canada Aeronautics Act and shall comply with all provisions of the underlying *zone* and shall comply with all other applicable provisions of this By-law.

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ABUT or ABUTTING, when *used* in reference to a *lot*, means a *lot* which shares a boundary with another *lot*, a *street allowance* or a *lane* and when *used* in reference to a *zone* means a *zone* which shares a boundary with a *lot line*.

ACCESSORY, when *used* in reference to a *use, building or structure*, means a *use, building or structure* that is clearly incidental, secondary or subordinate to, and exclusively devoted to, a *main use, building or structure*, and located on the same *lot* therewith.

ACCESSORY GUEST ROOM means a *habitable room* intended for sleeping accommodation, with or without meals, that is clearly incidental, secondary and subordinate to the *dwelling unit* within which it is situated.

ADDITIONAL RESIDENTIAL UNIT means a *dwelling unit* that is self-contained, subordinate to and located within the same building or on the same lot of a primary dwelling unit in the form of a *single detached dwelling, semi-detached dwelling, duplex dwelling, townhouse dwelling or street townhouse dwelling*. An Additional Residential Unit shall also have the same meaning as a "secondary suite" under the Ontario Building Code.

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ADULT ENTERTAINMENT ESTABLISHMENT means any premises or part thereof in which, in pursuance of a business, a live performance or act appealing, or designed to appeal, to erotic or sexual appetites or inclinations is provided.

AFFORDABLE means:

a) Where Non-Residential Uses are Proposed:

- i) housing for which the purchase price results in annual accommodation costs which do not exceed 30 per cent of gross annual household income for low and moderate-income households; or
- ii) housing for which the purchase price is at least 10 per cent below the average purchase price of a resale unit in the regional market area;

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- b) In the case of rental housing, the least expensive of:
- i) A unit for which the rent does not exceed 30 per cent of gross annual household income for low and moderate-income households; or
 - ii) unit for which the rent is at or below the average rent of a unit in the regional market area.

AGRICULTURAL EQUIPMENT SALES OR RENTAL ESTABLISHMENT means an establishment having as its *main use* the sale, rental or leasing of farm equipment, including tractors.

AGRICULTURE USE means the growing of crops such as *nursery* and horticultural crops; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm *buildings* and *structures* and may include a farm dwelling.

AGRICULTURE-RELATED USE means those farm-related commercial and farm-related *industrial uses* that are directly related to farm operations in the area, support *agriculture*, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

ALTER, when *used* in reference to:

- a) a *building* or *structure*, means:
 - i) to change any one or more of the external dimensions of such *building* or *structure*, or,
 - ii) to make any change in the supporting members or to the type of construction of the exterior walls or roof thereof;
- b) a *lot*, means
 - i) To change the *lot area*, *lot frontage* or *lot depth* thereof,
 - ii) to change the width, depth or area of any *required yard*, *landscaped open space* or *parking area*, or

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- iii) to change the location of any boundary of such *lot* with respect to a *street* or *lane*, whether such alteration is made by conveyance or other means of any portion of such *lot* or otherwise; or
- c) a *use*, means;
 - i) discontinue and replace with a *use* defined herein as being distinct from the discontinued *use*.

AMUSEMENT ARCADE means a *building* where any number of coin-operated amusement devices (meaning a machine or device operated by means of the insertion of a coin, token or similar object for the purpose of amusement or skill but does not include vending machines, musical devices, billiard tables or pool tables) are available for *use* by the public, whether or not the *use* of any such coin-operated amusement device is temporarily prohibited or made unavailable for a limited period of time, but does not include any establishment, or place where the primary activity or form of amusement is not the operation of coin-operated amusement devices such as *hotels*, roller rinks, *auditoriums* or bowling lanes.

ANIMAL SHELTER means premises, including outdoor areas, *used* for the care of lost, abandoned, rescued or neglected animals, but does not include any establishment engaged primarily in the retail sale of animals or in breeding animals, or a *veterinary clinic*.

ART GALLERY means premises used for the exhibition, collection or preservation of works of art for public viewing.

ATTIC means the area of a *building* between the roof and the ceiling of any *storey* or between a dwarf wall and a sloping roof.

AUCTION SALES ESTABLISHMENT means an establishment where articles are collected, stored and sold by public auction.

AUDITORIUM means a *building* or *structure* where facilities are provided for athletic, civic, educational, recreational, religious or social events including, without limiting the generality thereof, an arena, a community centre, a recreation centre, an assembly hall, a gymnasium or a stadium.

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BALCONY means a platform other than a *porch* or *deck* projecting from and supported by the wall of a *building* above ground level, and accessible from inside such *building* by means of a door.

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BARRIER FREE PARKING SPACE means a parking space designated and signed for the exclusive *use* of *motor vehicles* on which the applicable *motor vehicle* permit is properly displayed.

BASEMENT means any portion of a *building* situated below the *first storey*.



BED AND BREAKFAST ESTABLISHMENT means a *dwelling unit* that includes the living accommodations of the principal resident of the establishment, and containing at least 1 bedroom for their exclusive use and containing at least one (1) *accessory guest room* for the purposes of supplying temporary overnight living accommodation for the traveling or vacationing public throughout any part of a calendar year. Bed and breakfast establishments shall not include a *restaurant, hotel, inn, short term rental accommodation, boarding house dwelling, nursing home*, or any home licensed, approved or supervised under any general or special Act. The principal *use* of the *dwelling* shall be for residential purposes and the bed and breakfast establishment shall be an ancillary *use* to the *main residential use*. *Guest rooms* shall not be suites, and shall not include separate dining areas or facilities for the preparation of food.

BERM ~~means a mound of earth.~~ Means a landscaped mound of earth, a ledge or step on a slope or an embankment constructed for stability, aesthetic or noise reduction purposes.

BICYCLE PARKING SPACE means a designated area for the exclusive parking of bicycles equipped with a rack/stand designed to lock the wheel and/or frame of a bicycle.

BREW-PUB means a small-scale *brewery* producing beer for sale on the premises or for distribution beyond the premises, with the *floor area* devoted to the production of beer not to exceed 35% of the total *floor area* of the brew-pub, and includes an *accessory* drinking establishment or *restaurant and accessory retail sales*.

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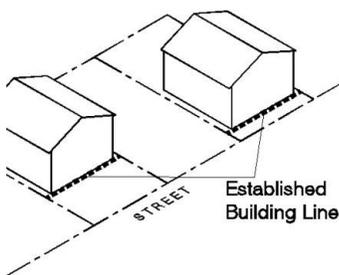
DEFINITIONS

BREW YOUR OWN ESTABLISHMENT means a service *use* where members of the public can make their own beer, wine or other beverages, for consumption off the premises, and where the owner or operator may retail related equipment or ingredients.

BREWERY means a *building used* for the production of alcoholic beverages including beer, wine, and cider but does not include a *distillery* as defined herein.

BUILDING ~~means any structure, or part thereof, consisting of walls and a roof which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, and includes any structure defined as a building in the Building Code Act, or in the Corporation's Building By-law, but does not include any vehicle as defined herein other than a vehicle which has been permanently placed on land and is not intended for use as a vehicle.~~ means any structure, or part thereof, consisting of a wall, roof and floor or any one or more of them which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, and includes any structure defined as a building in the Building Code Act, or in the Corporation's Building By-law, but does not include any vehicle as defined herein other than a vehicle which has been permanently placed on land and is not intended for use as a vehicle.

BUILDING LINE, ESTABLISHED means the setback of an *existing main building* on a *lot*, measured between the *street line* of the said *lot* and the nearest part of such *building*, excluding any *decks, porches, verandahs*, sun rooms, *balconies*, exterior steps or architectural adornments.



BUILDING PERMIT means a permit required under the *Corporation's* Building By-law.

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BUILDING MATERIALS YARD means an establishment, ~~the primary use of which is the wholesaling of lumber and other building construction materials and supplies, but does not a large format retail store in which building or construction and home improvement materials are offered or kept for retail sale.~~

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BUS TRANSPORTATION TERMINAL means a premises or area of land *used* for storing, parking or dispatching of buses, including servicing or repair within an enclosed *building*.

BUSINESS OFFICE means a *building* in which persons are engaged in the management, direction or conduct of the affairs of a *public* or private agency, business, or labour or fraternal organization, but does not include a *professional office* or a *clinic*.

CANNABIS has the same meaning as in subsection 2(1) of the Cannabis Act (Canada), as may be amended and/or replaced from time to time.

~~CANNABIS PRODUCTION FACILITY means any building or structure licensed and/or authorized to possess, sell, provide, ship, deliver, transport, destroy, produce, export and/or import cannabis, including related research under, the Cannabis Act (S.C. 2018, c. 16) and Cannabis Control Act, 2017 (S.O. 2017, c.26, Sched. 1).~~ means a building or structure used for the production of secondary products, processing, testing, destroying, packaging, accessory sale, and/or shipping of Cannabis which is authorized by a license issued by and/or registration/registered by the Federal Minister of Health, pursuant to the Cannabis Act (Canada) and its Regulations, as amended, or any successors thereto.

CARPORIT means a *building* or *structure* that is open at each end and at least on one side, having a roof supported by columns or piers, intended to shelter a *motor vehicle*.

CAR WASH means a *building* or *structure* containing facilities *used* or intended to be *used* primarily for washing, cleaning or drying of *motor vehicles*, which includes a self-service, automatic or coin-operated car wash.

CEMETERY means land that is *used* or intended to be *used* as a place for the interment of the dead or deceased or in which human bodies have been buried, and includes an animal or pet cemetery.

CENTRAL BUSINESS DISTRICT or CBD means the area designated Central Business District on Schedule "A".

CLINIC means a *building* designed and *used* for the diagnosis, examination, and treatment of human patients by a Provincially-recognized medical professional, including pharmacies and dispensaries, waiting rooms, treatment rooms, blood testing clinics, but shall not include overnight accommodation for in-patient care.

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CLINIC, METHADONE means a *clinic used* for the dispensing of methadone and associated treatment of addiction patients and is licensed in accordance with Provincial legislation.

CLUSTER means a grouping of *buildings* on a *lot* in close proximity to each other.

COMMERCIAL GREENHOUSE means a *building* for the growing of flowers, plants, shrubs, trees and similar vegetation which are not necessarily transplanted outdoors on the same *lot* containing such greenhouse, but are sold directly from such lot at wholesale or retail.

CONDOMINIUM means a *building* or grouping of *buildings* in which units are held in private ownership and floor space, facilities and outdoor areas *used* in common are owned, administered and maintained by a corporation created pursuant to the provisions of the appropriate statute.

CONDOMINIUM, COMMON ELEMENT means spaces and features owned in common by all shareholders in a *condominium* and may include *common element roadways, walkways*, sidewalks, parking and amenity areas.

CONDOMINIUM, COMMON ELEMENT ROADWAY means a right-of-way for vehicular and pedestrian access that is privately maintained by a corporation created pursuant to the provisions of the appropriate statute.

CONSERVATION USE means a *use* dedicated towards the preservation, protection and/or improvement of components of the natural environment through management and maintenance.

CONSERVATION AUTHORITY or UPPER THAMES RIVER CONSERVATION AUTHORITY (UTRCA) means a conservation authority established under the Conservation Authorities Act having jurisdiction in the City of Stratford.

CONTRACTOR'S YARD OR SHOP means the *use* of land, *buildings* or *structures* for the purpose of storing equipment, *vehicles*, or material, or for performing shop works or assembly work by any building trade or other construction contractor.

CONVENIENCE STORE means a *retail store* wherein a variety of items of a convenience or day-to-day nature including, but without limiting the generality of the foregoing, food, beverages, tobacco products, drugs or periodicals are kept for sale, and may include the incidental rental of videos or other similar items up to a maximum size of 300m².

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CORPORATION means The Corporation of the City of Stratford.

COUNCIL means the Council of The Corporation of the City of Stratford.

COUNTY means The Corporation of the County of Perth.

CREMATORIUM ~~means a premises used for the cremation of human or animal remains.~~ means a premises used for the cremation and/or aquamation of human or animal remains.

CULTURAL INSTITUTION means the *use* of a premises for the promotion and enjoyment of music, art, theatre and literature.

DATA CENTRE means a *building* in which persons are engaged in the management or record keeping of the affairs of a corporation such as a data processing or computer centre or a records management centre, and where no services for business transactions are provided to the general public.

DAY CARE CENTRE means a *building used* for the day-time care of children licensed by the Province under the Child Care and Early Years Act, and includes a licensed child care or licensed day care centre.

DECK means a *structure* other than a *porch* or *balcony accessory* to a *building*, consisting of a platform raised above and supported from ground level.

DENSITY means the number of *dwelling units* on a *lot* expressed as units per net hectare.

DISTILLERY means a *building used* for the distilling of alcoholic beverages or beverage products with high alcoholic content, where the *use* may involve the milling of grain, rice or malt but does not include a *brewery*.

DRIVE THROUGH means the *use* of *buildings* and *structures* for the provision of prepared food and beverages where the food or drink is served to customers who are inside their *vehicles*, or the provision of self-serve facilities which are accessed by customers who are inside their *vehicles*, such as an Automated Teller Machine as part of a *financial institution*, a drive-through pharmacy, automatic *car wash*, or similar *use*.

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DRIVEWAY means a *vehicle* access provided between a street or *lane* and a *parking area* or a loading or unloading space or between two *parking areas* but does not include a *parking aisle*.

DRY CLEANING DROP OFF ESTABLISHMENT means a *building* or part of a *building used* for the purpose of receiving articles of clothing, goods or fabric to be dry cleaned, dyed or laundered elsewhere and for the pressing and distribution of any such articles of clothing, goods or fabric.

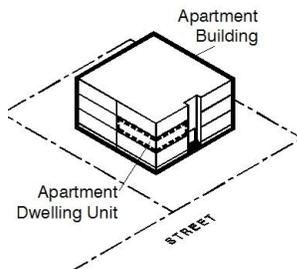
DRY CLEANING ESTABLISHMENT means a *building* where dry cleaning, laundering, cleaning or pressing of articles or goods of fabric is undertaken.

DWELLING UNIT means a room or rooms which function as a housekeeping unit used or intended to be used by one or more persons, in which a kitchen, living quarters and sanitary facilities are provided for the exclusive use of the residents and with a private entrance from outside the building or from a common hallway or stairway.

APARTMENT BUILDING means a *building* containing 5 or more *dwelling units*, owned or rented as a *principal residence*, each unit of which is independently accessible from a corridor system connecting with a common entrance from outside the *building* or from an independent entrance from outside the *building*, and where the occupants of such units have the common right to *use* halls, stairs, elevators and yards.

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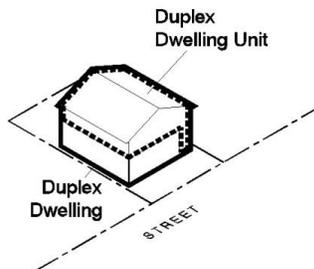
BOARDING HOUSE DWELLING means a *single detached dwelling* occupied by the owner or principal tenant thereof as their *principal residence* and contains two or more *guest rooms* rented or intended to be rented for a weekly or longer period, and includes a rooming house.

CONVERTED DWELLING means a purpose-built *single detached dwelling* that has been altered or otherwise converted to contain more than 1 *dwelling unit*, which may be divided horizontally or vertically.

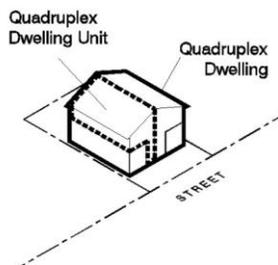
DUPLEX DWELLING means a *building* other than a *converted dwelling* or *semi-detached dwelling* which is divided horizontally into 2 *dwelling units*, each of which has an independent entrance either directly from a *yard* or from a common vestibule.

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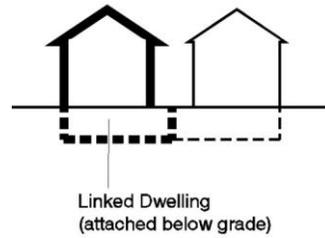
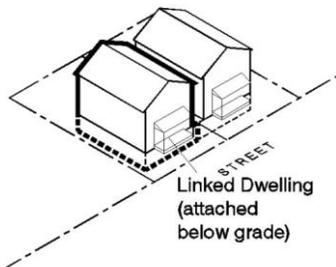
QUADRUPLEX DWELLING means a *building* other than a *converted dwelling* or a *townhouse dwelling* containing 4 *dwelling units*, each of which has an independent entrance either directly from a *yard* or from a common vestibule.



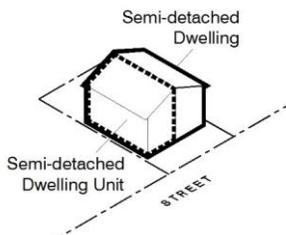
LINKED DWELLING means a *building* containing 2 *dwelling units* which are attached together in whole or in part solely below *finished grade*, each of which has a private independent entrance directly from a *yard*, the said pair of *dwelling units* being freestanding, separate and detached from other *main buildings* or *main structures*.

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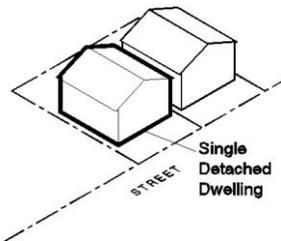
SEMI-DETACHED DWELLING means a *building* containing 2 *dwelling units* which are attached together in whole or in part above *finished grade* and divided vertically from each other by a common wall, each of which has a private independent entrance directly from a *yard*, the said pair of *dwelling units* being freestanding, separate and detached from other *main buildings* or *main structures*.



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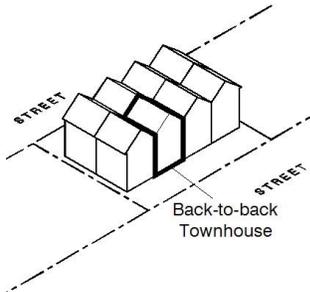
DEFINITIONS

SINGLE DETACHED DWELLING means a *dwelling* containing not more than 1 *dwelling unit*.



TOWNHOUSE DWELLING means a building divided vertically into three or more dwelling units, each of which has an independent entrance either directly or through a common vestibule.

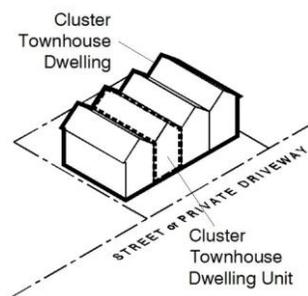
BACK-TO-BACK TOWNHOUSE DWELLING means a *building* containing four or more *dwelling units* divided by vertical common walls above grade, including a common rear wall, with each *dwelling unit* having a private independent entrance from a *yard*.



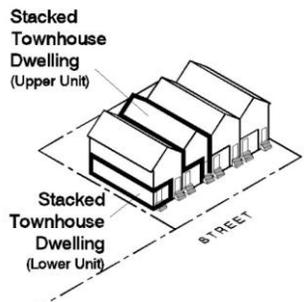
SECTION 3.0

DEFINITIONS

CLUSTER TOWNHOUSE DWELLING means a *building* containing a row of 3 or more *dwelling units* which are aligned horizontally and divided vertically and/or horizontally from each other by a common wall, with each *dwelling unit* having a private independent entrance. A cluster townhouse dwelling includes a *stacked townhouse dwelling* and a *back-to-back townhouse dwelling*.



STACKED TOWNHOUSE DWELLING means a *building* containing 3 or more *dwelling units*, with each *dwelling unit* separated from the other both horizontally and vertically that may have a private independent entrance from a *yard* or a shared entrance from a common corridor, vestibule, or landing.



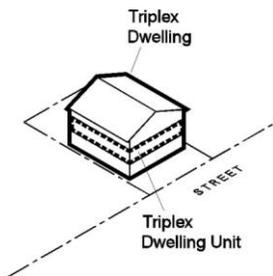
SECTION 3.0

DEFINITIONS

STREET TOWNHOUSE DWELLING means a *building* containing a row of 3 or more *dwelling units* which are attached vertically, in whole or in part, above grade and divided vertically from each other by a common wall, with each *dwelling unit* situated on a *lot* with each said *lot* containing thereon a *parking area*, said *parking area* having direct access from a *street* over the said *lot*, and having a private independent entrance from a *yard*.



TRIPLEX DWELLING means a *building*, other than a *converted dwelling* or a *townhouse dwelling*, which is divided into 3 *dwelling units*, each with independent entrances directly from a *yard* or from a common vestibule.



DWELLING UNIT AREA means the aggregate of the *floor areas* of all *habitable rooms*, bathrooms, kitchen areas, lobbies and hallways within a *dwelling unit*, and the thickness of any exterior walls.

SECTION 3.0

DEFINITIONS

EQUIPMENT RENTAL ESTABLISHMENT means an establishment for the rental of equipment *used* or intended for *use* for purposes other than general household maintenance and repairs, and where outdoor storage may be required, and includes, without limiting the generality of the foregoing, farm equipment, construction equipment, but excludes a *merchandise rental shop*.

EQUIPMENT SERVICE ESTABLISHMENT means an establishment wherein equipment and machinery are repaired or serviced and includes, without limiting the generality thereof, appliances, industrial toolage, or commercial, farm, industrial or construction machinery and equipment, but excludes, a *merchandise service shop*.

ELEVATION or BUILDING ELEVATION means the height of a *building* or *structure*, above the *finished grade*.

ERECT means to build, place, construct, reconstruct, locate, relocate or alter by means of an addition, enlargement, extension, or placement of a *structure*, including any preliminary physical operation preparatory to such *building*, construction, reconstruction, relocation, or placement of a *structure*, including, but not so as to limit the generality of the foregoing, excavating, filling or draining, and erected or erection have corresponding meanings.

EXISTING, when used in reference to a *lot*, *building* or *structure*, means a *lot*, *building* or *structure* lawfully in existence on the date of the passing of this By-law and continually used since its lawful establishment. Existing, when used in reference to a *use*, means a *use* lawfully in existence on the date of the passing of this By-law and continually used since its lawful establishment.

FACTORY STORE means a *building* or *structure*, wherein products which are manufactured, produced, or processed therein are kept or displayed for wholesale or retail sale, or wherein orders are taken for the delivery of such products.

FINANCIAL INSTITUTION means a *building* where money is deposited, withdrawn, kept, loaned, invested, and/or exchanged and, without limiting the generality of the foregoing, includes a bank, trust company, credit union or an investment or brokerage firm.

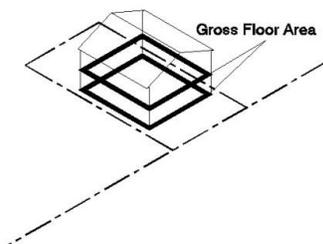
FITNESS CLUB means a *building* where facilities, machines and equipment are provided for *use* by the public or to members, for the purposes of physical training and improving physical health and fitness.

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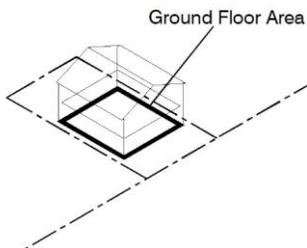
DEFINITIONS

FLOOR AREA:

GROSS FLOOR AREA means the aggregate of the floor areas of all *storeys* of a *building* or *structure*, excluding an *attic*, and excluding the *floor area* of any attached *private garage*.



GROUND FLOOR AREA means the *floor area* of the ground or *first storey* of a *building*, excluding the *floor area* of any attached *private garage*.



NET FLOOR AREA means that portion of the *gross floor area* of a *building* which is *used* exclusively for a non-residential *use* defined herein, but excluding:

- a) any part of such *building used* for any other non-residential *use* defined herein;
- b) any part of such *building used* as a *dwelling unit*, a public concourse, or a common hallway or stairway not *used* exclusively by the said non-residential *use*;

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- c) any part of such *building used* solely for the storage of electrical equipment or of equipment to heat, cool, or otherwise control the environment of, such *building* or a portion thereof; and
- d) the thickness of any exterior walls of such *building*.

FOOD PROCESSING ESTABLISHMENT means a *building* in which agricultural products intended for human consumption are prepared, processed, preserved or stored, and includes, without limiting the generality of the foregoing, a butchering establishment, a dairy, a hatchery, a soft drink manufacturing establishment, or a *brewery* or *distillery*, but excludes a *restaurant* or other establishment where foods are prepared for immediate consumption or retail sale.

FUEL STORAGE DEPOT means a *lot*, with or without *buildings* or *structures*, whereon fuel tanks are kept or stored on a permanent or temporary basis for the purpose of storing fuels to be *used* for wholesale or retail distribution, but excludes a *gas bar* or *motor vehicle service station* or other distributor of *motor vehicle* fuels.

FUEL STORAGE TANK means a tank *used* or intended to be *used* for the bulk storage of combustible, corrosive or inflammable liquids, gases or other material, including, but not so as to limit the generality of the foregoing, petroleum or petroleum products, fuels, or chemicals.

FUNERAL HOME means a *building* wherein the deceased are preserved or otherwise prepared for bereavement display or interment by an undertaker, and may include deceased animals, or a chapel for funeral services, but does not include a *crematorium*.

GARAGE means an attached or detached *building* or *structure* which is *used* or intended to be *used* for the sheltering of *vehicles*, and which there are no facilities for repairing or servicing such *vehicles*, and includes a *carport*.

MUTUAL GARAGE means a *private garage* which:

- a) contains sufficient space for the parking of not less than two permitted *vehicles* for common *use* by occupants of two adjoining *lots*;
- b) contains sufficient space for the parking of not less than two permitted *vehicles* for common *use* by occupants of two adjoining *lots*;

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DEFINITIONS

- c) is situated astride the common *side lot line* between two adjacent *lots*, and
- d) is *accessory* to a *main use* on each of such *lots*.

PRIVATE GARAGE means a *garage* that is not intended for *use* by the general public.

GARDEN CENTRE means an establishment wherein plants, shrubs, trees, lawn and garden equipment, furnishings and related supplies are offered for retail sale.

~~GARDEN SUITE means a small independent *building*, physically separate from the principal *dwelling unit* with which it is associated, which may be used as a *dwelling unit*, or for activities *accessory* to those permitted in the principal *dwelling unit*, and which may have a primary access from a rear *lane* abutting the *lot* upon which both the garden suite and its associated principal *dwelling unit* are located.~~

GAS BAR means an establishment wherein *motor vehicle* fuels and lubricants are offered for retail sale including, without limiting the generality thereof, gasoline, diesel, propane and other such fuels, any may include a *convenience store* for the retail sale of convenience items as an *accessory use*, but excludes a *motor vehicle service station*.

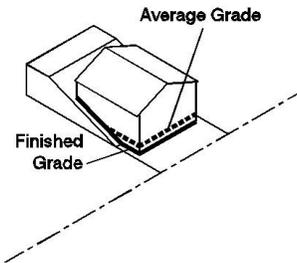
GOLF COURSE means the *use* of land for the purposes of playing golf and without limiting the generality of the foregoing may include a par three *golf course*, a driving range as an *accessory use*, a miniature *golf course*, club house or combination thereof, and *structures* devoted to the maintenance and operation of the *golf course*.

GRADE, FINISHED, when *used* in reference to a *building* or *structure*, means the *elevation* of the finished surface of the ground adjoining the base of all exterior walls of a *building* or the *elevation* of the finished surface of the ground at the base of a *structure*, exclusive of any artificial embankment at the base of such *building* or *structure*.

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SECTION 3.0

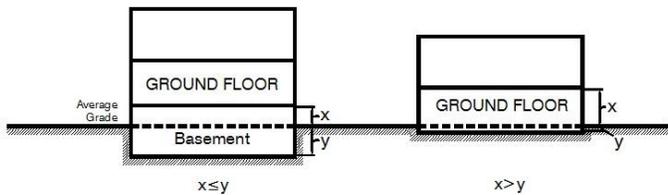
DEFINITIONS



GRADE, AVERAGE, *when used in reference to a building or structure, means the average elevation of the finished grade.* when used in reference to a building or structure, means the average elevation of the finished grade, and determined by calculating the difference in finished grade for each elevation side of a building or structure and calculating an average of those results.

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GROUND FLOOR means the *first storey* above *average grade* level and includes a level situated partially below grade where the *height* of such *storey* is more than fifty (50) per cent above *average grade* level, such *height* being measured from top of the floor to the bottom of the ceiling joists of that *storey*.



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~~GROUP HOME means a *building* that is licensed or funded under an Act of the Parliament of Canada or the Province of Ontario for the accommodation of persons exclusive of staff, living under supervision and who, by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their well-being, but does not include a place maintained and operated primarily for the care of or occupation by inmates or persons placed on probation or released on parole or for any other correctional purpose.~~ means a residential care facility licensed or funded under Federal or Provincial statute for the accommodation of 3 to 10 persons, exclusive of staff, that provides a group living arrangement for their well-being, but does not include the care of or occupation by inmates or persons placed on probation or released on parole or for any other correctional purpose.

HABITABLE ROOM means a room which can be *used* at all times throughout the year and is designed for living, sleeping or dining, and, when *used* in reference to a *dwelling*, includes any other room not defined herein as a *non-habitable room*.

NON-HABITABLE ROOM when *used* in reference to a *dwelling*, means any room or other area in a *dwelling*, other than a *habitable room*, and includes, without limiting the generality of the foregoing, a laundry room, a pantry, a kitchen, kitchen space or alcove, a bathroom, a lobby or vestibule, a communicating corridor, a stairway, a closet, a *basement* recreation room, an unfinished *attic* or *basement*, a *sunroom*, *verandah*, *porch* or *balcony*, a *garage*, or any space *used* for the service and maintenance of such *dwelling* or for vertical travel between *storeys*.

HAZARD LANDS means lands which exhibit a hazardous condition as a result of their instability; susceptibility to flooding, erosion, subsidence; or the presence of organic soils; or instability associated with ravine, river valley or stream processes and includes lands lying below the *regulatory flood* line and below the fill line as established from time to time by the *Conservation Authority* and shall include lands lying within the one to two hundred and fifty (1:250) year erosion limit as established by the *Conservation Authority*.

HAZARDOUS SUBSTANCES means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

SECTION 3.0

DEFINITIONS

HEIGHT when *used* in reference to a *building* or *structure* or any part thereof specifically referred to herein, means the vertical dimension between the *average grade* at the base of such *building* or *structure* and the highest point of such *building* or *structure* or part thereof, exclusive of any permitted height exceptions.



HOBBYIST means a person who makes goods, wares or merchandise such as toys, crafts, sewn items or similar products, or who repairs or refinishes antiques or other items, or who collects and/or restores goods, wares or merchandise, but excludes an *motor vehicle* mechanic, baking, or the retail display and/or selling of such products to the public from the *dwelling* of such hobbyist, or any *open storage*.

~~HOME OCCUPATION means an occupation conducted as an *accessory use*, entirely within a *dwelling* or *accessory building* or *structure* providing the proprietor carrying on the activity resides within the *dwelling unit containing the home occupation*, and includes, without limiting the generality thereof:~~

- ~~a) — the workplace of a *hobbyist*;~~
- ~~b) — a teacher, or a person engaged in consultation, treatment or instruction;~~
- ~~c) — the provision of a personal care service;~~
- ~~d) — the workplace of a person engaged in a profession, but excludes a *business* or *professional office*, or a *studio*;~~
- ~~e) — *private home day care*; and~~
- ~~f) the workplace of an author or an artist.~~

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SECTION 3.0

DEFINITIONS

~~means an occupation or business, conducted for profit or gain within a dwelling unit or building accessory thereto by the principal resident of the said unit, but does not permit the following: clinic, retail store, service shop, restaurant, bed and breakfast establishment, short term rental accommodation, a funeral home, storage yard, parking area or site for any building or construction tradesconstruction trades.~~

~~HOME OCCUPATION, means an occupation, personal service, profession, business or craft which is carried on as an accessory use conducted entirely within a dwelling unit or an accessory building or structure provided that the dwelling unit or accessory building or structure is the principal residence of the person carrying on the occupation, personal service, profession, business or craft.~~

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HOSPICE means a premises providing palliative care or respite to resident patients.

HOSPITAL means any *public* or private institution under Provincial legislation established for the treatment of convalescent or chronically ill persons afflicted with sickness, disease or injury, that is approved under the applicable statute, and may include research and educational facilities.

HOSTEL means a *building* accredited or recognized by a hostelling association or operated by a non-profit organization in which rooms intended for sleeping accommodation only are offered, and which contains common washrooms and which may contain *accessory* rooms for dining, recreational, educational or other similar purposes and may include 1 *accessory dwelling unit* for the owner or operator thereof.

HOTEL means a *building* containing *guest rooms* for the temporary lodging of the travelling public and may include meeting facilities, recreation facilities, a *restaurant*, *public* hall, and *retail stores*, which are incidental and subordinate to the primary hotel function and located in the same *building*.

SECTION 3.0

DEFINITIONS

~~INDUSTRIAL MALL means a building designed and constructed as a unit containing at least 3 physically separate and independent establishments and provided with common parking areas, driveways, and other shared accessory facilities and services and which is held under single ownership, condominium ownership, co-operative or similar arrangement.~~
 means a building designated and constructed as a unit containing at least 3 physically separate and independent industrial uses establishments and provided with common parking areas, driveways, and other shared accessory facilities and services which is held under single ownership, condominium ownership, co-operative or similar arrangement.

INDUSTRIAL USE means the *use* of land, *buildings* or *structures* for manufacturing, assembling, preparing, processing, inspecting, finishing, treating, altering, ornamenting, repairing, refinishing, restoring, producing, or adapting for sale of any goods, substances or articles, and includes the warehousing or storing of such products.

INFRASTRUCTURE means physical *structures* (facilities and corridors) that form the foundation for development. Infrastructure includes: sewage and water systems, septage treatment systems, waste management systems, electric power generation and transmission, communications/ telecommunications, transit and transportation corridors and facilities, oil and gas pipelines and associated facilities.

INN means a *building used* for the purposes of supplying temporary living accommodation to the public, and containing a maximum of 10 *guest rooms, dwelling units* or combination thereof wherein such *dwelling units* are not restricted to occupancy by a person as their *principal residence* and may include 1 *accessory dwelling unit* for the owner or operator thereof.

INNOVATION INCUBATOR means the use of a premises for an organization related to providing a hub for health, technology, arts, culture, environmental, social, or other like *uses*.

INSTITUTIONAL USE means the *use* of land, *buildings* or *structures* for non-commercial, non-industrial and non-residential purposes, and shall include a *public* or *private school, place of worship, day care centre, nursing home, fire station, police station, ambulance dispatch office, ambulance terminal, administrative office of a municipal, provincial or federal government agency, auditorium, hospice, hospital, library, museum, park, and recreational park, or other similar type uses*.

SECTION 3.0

DEFINITIONS

KENNEL means an establishment for the breeding or boarding of Pure-bred Dogs. PURE-BRED DOGS means a breed of Dog registered or eligible for registration in the Register of the Canadian Kennel Club Incorporated.

LANDSCAPED OPEN SPACE means land which is:

- a) unoccupied by any enclosed space within *building* or *structure*;
- b) situated at ground level;
- c) *used* or intended to be *used* for landscaping which includes the growth and maintenance of grass, flowers, shrubs, bushes, trees or other vegetation, and for the provision of other landscaping features including, but not necessarily restricted to, *planting strips*, decorative fencing, recreational or play areas, gardens, rooftop gardens, fountains, fish ponds, uncovered swimming pools, uncovered *decks*, *porches*, terraces and *walkways* but excluding *driveways and, parking areas, and areas for bicycle parking spaces*.

LANE means a right-of-way not intended for general traffic circulation that provides *motor vehicle* access to an *abutting lot* and does not include a private road or a *public* road.

LARGE MERCHANDISE OUTLET means a *building* in which large items including, without limiting the generality thereof, furniture, appliances, machinery, floor coverings, or other items not appropriate for carrying out of such outlet by customers, are offered or kept for retail sale or rent to the public, but excludes food items and building materials.

LAUNDROMAT means a *building* containing machines for washing and drying clothes by the general public, but excludes a laundry room intended for *use* only by specified persons.

LIBRARY means a library branch or distributing station as defined in the Public Libraries Act.

LICENSED GAMING ESTABLISHMENT means a *building used* exclusively as a gambling or gaming hall established by, and under the control of, the Province.

SECTION 3.0

DEFINITIONS

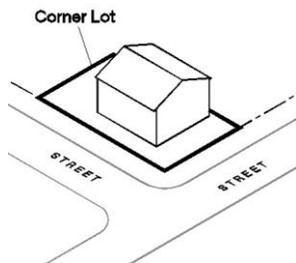
LIVESTOCK FACILITY means one or more barns or permanent *structures* with livestock occupied portions, intended for keeping or housing of livestock. A livestock facility also includes all manure or material storages and anaerobic digesters.

LOADING DOCK means that area of a platform or other *structure* adjacent to or within a *building* or *structure* that is *used* or intended to be *used* for unloading from, or loading onto, a truck, railway car or other *vehicle*, goods, articles, things or substances.

LOADING SPACE means that area located on the same *lot* as the *use* it serves or is intended to serve, and *used* for the parking of a *vehicle* for the loading or unloading of goods, articles, things or substances pertinent to such *use*.

LOT means a parcel of land, described in a *registered* deed or other document legally capable of being conveyed.

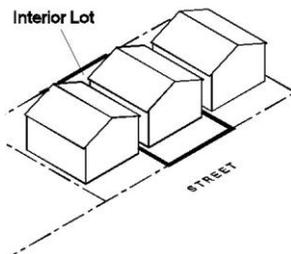
CORNER LOT means a *lot* situated at the intersection of two or more *streets* or upon two parts of the same *street* having an angle of intersection not exceeding 135 degrees. In the case of a curved corner, the corner of the *lot* shall be that point on the flankage *lot line* and *front lot line* nearest to the point of intersection of the continued projections of the flankage *lot line* and the *front lot line*.



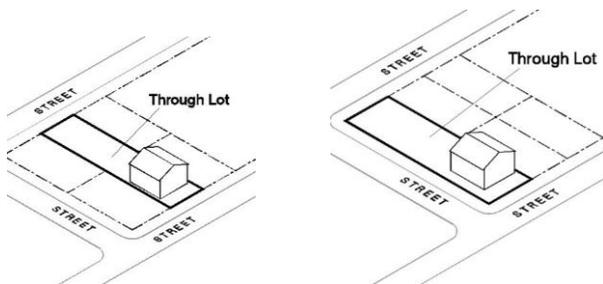
SECTION 3.0

DEFINITIONS

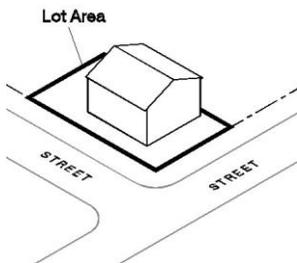
INTERIOR LOT means any *lot*, other than a *corner lot* or *through lot*.



THROUGH LOT means any *lot*, other than a *corner lot*, having separate *lot lines abutting* at least 2 separate *streets*.



LOT AREA means the total surface area within the *lot*.



SECTION 3.0

DEFINITIONS

LOT COVERAGE means that portion of the area of a *lot* covered by the perpendicular projections of all *buildings*, including *accessory buildings* and *structures*, unless otherwise specified, on that *lot* onto a horizontal plane, excluding *balconies*, uncovered *decks*, *porches*, terraces, and canopies and overhanging eaves which are 2.0 m or more in *height* above *finished grade*, and uncovered swimming pools and hot tubs.

LOT DEPTH means:

- a) the shortest distance between the *rear lot line* and the *front lot line* of a *lot*, where such front and *rear lot lines* are parallel;
- b) the average distance between the *rear lot line* and the mid-point of the *front lot line* of a *lot*, where such front and *rear lot lines* are not parallel;
- c) the distance between the mid-point of the *front lot line* and the point of intersection of the *side lot lines* of a *lot*, where there is no *rear lot line*.

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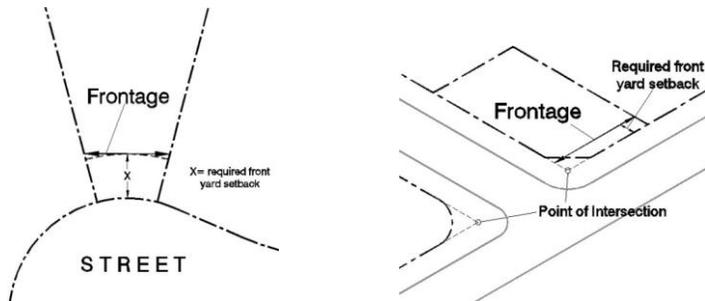
LOT FRONTAGE means the horizontal distance between the *side lot lines* of a *lot*, such distance being measured along a line which is parallel to the *front lot line* and measured at the required setback.

- a) In cases where the *front lot line* is narrower than the line at the required setback, the *lot* frontage shall be the shortest distance between the *side lot lines* measured at the *front yard* setback.
- b) In the case of a *corner lot* where the *front lot line* and the flankage *lot line* do not intersect because of a curved corner or *daylight triangle*, the *front lot line* and flankage *lot line* shall be deemed to extend to their hypothetical point of intersection where the horizontal distance between the *interior side lot line* and hypothetical flankage *lot line* is measured parallel to and measured at the *front yard* setback.

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SECTION 3.0

DEFINITIONS

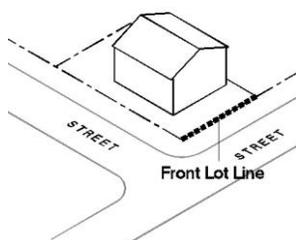


LOT LINE means any boundary of a *lot*, and includes the vertical projection therefrom.

FRONT LOT LINE means:

- a) in the case of an *interior lot*, the *lot line* that *abuts* a street or a *reserve* owned by the *Corporation* on the opposite side of which is a *street*;
- b) in the case of a *corner lot*, the shorter *lot line* that *abuts* a *street* or a *reserve* owned by the *Corporation* on the opposite side of which is a *street*, whereas the other *lot line* shall be deemed an *exterior side lot line*; or
- c) in the case of a *through lot*, the *lot line* that *abuts* the wider *street allowance*, as identified as the design width on Schedule "B" shall be deemed to be the front lot line, but where the *streets* are of equal width, the lot line which *abuts* the higher street classification as identified on Schedule "B", shall be deemed to be the front lot line, and in the case of both *streets* being under the same jurisdiction, *street width*, or road classification, the City may designate which *street line* shall be the front lot line.

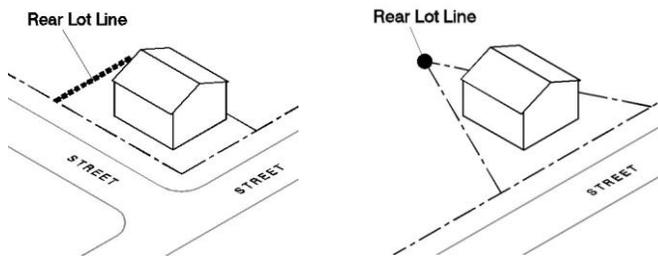
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SECTION 3.0

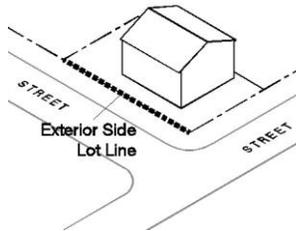
DEFINITIONS

REAR LOT LINE means the *lot line* opposite to, and most distant from, the *front lot line*, but where the *side lot lines* intersect, as in the case of a triangular *lot*, the rear lot line shall be represented by the apex of the triangle formed by the intersection of the *side lot lines*.



SIDE LOT LINE means a *lot line* other than a front or *rear lot line*.

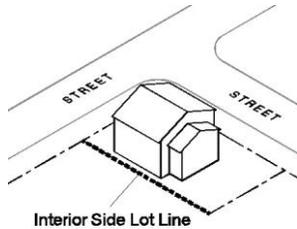
EXTERIOR SIDE LOT LINE means a *side lot line* that *abuts* a *street line* or *reserve* owned by the *Corporation* that *abuts* a *street*.



SECTION 3.0

DEFINITIONS

INTERIOR SIDE LOT LINE means a *side lot line* other than an *exterior side lot line*.



MAIN, when *used* to describe a *use, building or structure*, means a *use* which constitutes, or a *building or structure* in which is conducted, the primary *use* of the *lot* on which such *use, building or structure* is located.

MECHANICAL ROOF TOP PENTHOUSE means a room or enclosure on the roof of a *building* exclusively *used* for mechanical equipment, a stair tower, elevator equipment, or any combination thereof.

MERCHANDISE RENTAL SHOP means a *building* wherein the *main use* is the rental of goods, wares or merchandise and includes, without limiting the generality of the foregoing, videos, clothing, costumes, party supplies or equipment intended for personal *use* or household maintenance, but excludes any *open storage*, or an *equipment rental establishment* or a *vehicle rental establishment*.

MERCHANDISE SERVICE SHOP means a *building* wherein articles, small appliances or goods, or equipment or machinery *used* for construction or industrial purposes, are repaired or serviced, or where replacement parts for such articles or goods are offered for sale.

MICROBREWERY means a *building* or part thereof *used* for the small-scale production of beverages including beer, wine and cider.

MINIMUM DISTANCE SEPARATION (MDS) FORMULAE means formulae and guidelines developed by the province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

For reference:

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DEFINITIONS

MDS I – provides the minimum distance separation between proposed new development and any existing livestock barns, manure storages and/or anaerobic digesters; and

MDS II – provides the minimum distance separation between proposed new, expanding or re-modelled livestock barns, manure storages and/or anaerobic digesters and existing or approved development.

MODEL HOME means a *building* which is *used* on a temporary basis as a sales office or as an example of the type of *dwelling* that is for sale in a related development and which is not occupied or *used* as a residential *dwelling*.

MOTOR VEHICLE BODY SHOP means a building where motor *vehicles* are kept, stored, or repaired, including the complete repair to motor *vehicle* bodies, frames and motors, and the painting, upholstering, washing and cleaning of such *vehicles*.

MOTOR VEHICLE REPAIR SHOP means a *building* which contains facilities for the repair and maintenance of *vehicles* on the premises and in which *vehicle* accessories are sold and *vehicle* maintenance and repair operations are performed and may include minor repairing or minor painting of *vehicle* bodies.

MOTOR VEHICLE SALES OR RENTAL ESTABLISHMENT means an establishment for the sale, rental or leasing of *motor vehicles*, *commercial vehicles* and motor *vehicles*.

MOTOR VEHICLE SERVICE STATION means a *building* where motor *vehicle* fuels, lubricants and related accessories are offered for sale to the general public and which contains facilities for the minor incidental repair and maintenance of motor *vehicles* and does not include a *gas bar*.

NURSERY means a place where plants, trees or shrubs are grown or stored for the purpose of transplanting, for use as stocks for building or grating or for the purpose of retail or wholesale together with the sale of soil, planting materials, fertilizers or similar materials and includes a *commercial greenhouse*.

NURSING HOME means a *building* wherein lodging, meals, personal care, nursing services, and medical care and treatment are provided and may include a *hospice*, but excludes a *hospital* or *retirement home*.

OFFICES means a *business office*, a *professional office*, a *clinic*, or a *veterinarian clinic*, as defined in this By-law.

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DEFINITIONS

OFFICES, FEDERAL, PROVINCIAL OR MUNICIPAL means a *building* in which persons are engaged in the management, direction or conduct of the affairs of a federal, provincial or municipal agency.

OFFICER means any person or employee of the Corporation charged with the duties of enforcing this By-law.

ON-FARM DIVERSIFIED USE means *uses* that are secondary to the principal agricultural use of the property and are limited in area. On-farm diversified *uses* include: but are not limited to, *home occupations*, home industries, agri-tourism *uses*, and *uses* the produce value-added agricultural products.

OUTDOOR AMENITY SPACE means an area of land, *balcony, deck, terrace*, the roof of a *private garage* or the roof of a parking *structure*, which includes *landscaped open space* and may include areas of decorative paving or other similar surface, provided such surface is not used for vehicular *use*.

PARK means an area of land consisting primarily of natural or *landscaped open space* which may be *publicly* or privately owned, and may include, without limiting the generality of the foregoing, a *conservation* or natural area, a playground, or a picnic area, a *nursery* or a *commercial greenhouse*.

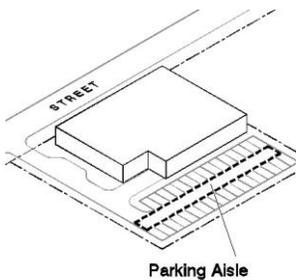
AMUSEMENT PARK means an area of land, with or without *accessory buildings* or *structures*, wherein the primary *use* is the provision of rides, slides, play equipment, games of chance or skill, or a water park, including the sale of food, beverages, toys and souvenirs *accessory* thereto, and may include a *recreational entertainment establishment* or an *amusement arcade*.

RECREATIONAL PARK means a park which, without limiting the generality thereof, also contains facilities for cultural, leisure, sports or recreational activities.

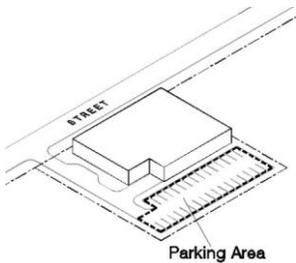
SECTION 3.0

DEFINITIONS

PARKING AISLE means a portion of a *parking area* which *abuts*, on one or more sides, *parking spaces* to which it provides direct access, and which is not *used* for the parking of *motor vehicles*.



PARKING AREA means an area provided for the parking of motor *vehicles*, and includes any related *parking aisles* and *parking spaces*, including a *private garage* or a *parking area* located within a *building* or *structure*, but does not include any part of a *street* or *lane* or *driveway*.



PARKING LOT, COMMERCIAL means a *parking area* or *structure*, other than a *street* or *driveway*, that is available for public *use* on a *lot* for the parking of *motor vehicles* and either:

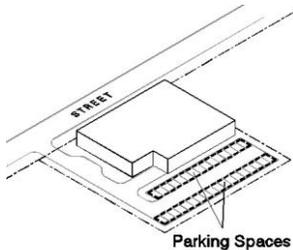
- a) is the principal *use* of the *lot*; or,
- b) where a charge is levied to occupy any *parking space*.

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SECTION 3.0

DEFINITIONS

PARKING SPACE means a portion of a *parking area*, exclusive of any *parking aisles*, to be *used* for the temporary parking of a motor *vehicle*.



PATIO means an open area of land covered by a slab or other material on grade, but does not include a *deck*.

PERFORMING ARTS STUDIO means premises used for the rehearsal of performing arts, such as music, dance or theatre.

PERSONAL CARE ESTABLISHMENT means a *building* wherein a service is performed directly to an individual, and includes, without limiting the generality of the foregoing, a barber shop, a beauty salon, a tanning salon, a tattoo parlour, a manicurist or a beautician's establishment, but does not include a massage or body-rub parlour or any *adult entertainment establishment* as defined in the Municipal Act.

PERSONAL SERVICE ESTABLISHMENT means a *building* wherein a service is provided for the alteration, care, making of, and repair of wearing apparel, and includes, without limiting the generality of the foregoing, a shoe repair shop, a tailor or dressmaking shop, a furrier, but does not include a massage or body-rub parlour or any *adult entertainment parlour* as defined in the Municipal Act.

PET GROOMING ESTABLISHMENT means a *building* wherein pets are washed and groomed for a fee, but does not include an establishment where animals are housed, bred, boarded, trained or sold and does not include an, *animal shelter* or *veterinarian clinic* as defined in this by-law.

PLACE OF WORSHIP means a *building* or *structure used* by a congregation or organization dedicated to worship and related religious, social and charitable activities, with or without an *auditorium*, convent or monastery, or clergy residence as *uses accessory* thereto.

SECTION 3.0

DEFINITIONS

PLANTING STRIP means *landscaped open space* which is located adjacent to a *lot line* or portion thereof and which comprises a continuous hedgerow or row of shrubs, a *berm*, a wall, an opaque fence, or combination thereof.

PORCH means a *structure*, with or without steps, consisting of a platform with a roof and enclosed walls or partially enclosed walls that are 1.2 m in *height* or greater from the top of the platform, and connected to an entrance to a *building*.

PRINCIPAL RESIDENCE or PRINCIPAL RESIDENT ~~means the customary or usual place of residence of a person, for which the municipal address of the dwelling unit is most likely to be identified by that person as his or her place of residence for financial, legal and government related purposes.~~ means the primary place of residence of a person, for which the municipal address of the dwelling unit is identified by that person as his or her place of residence for financial, legal and government related purposes.

PRIVATE CLUB means an association or group of people who pay membership dues or fees, and own, lease or rent a premises, the *use* of which is restricted to members and their guests for social, recreational or athletic purposes, but does not include a *fitness club*.

PRIVATE HOME DAY CARE means the temporary care and custody for reward or compensation of not more than six persons in a provincially licensed home day care, or not more than five persons in an unlicensed home day care in a private residence other than the home of a parent or guardian of any such person for a continuous period not exceeding 24 hours. Care may be provided for children, seniors and/or persons with disabilities.

PROFESSIONAL OFFICE means a *building* in which a legal, or other professional service is performed or consultation given, including, without limiting the generality of the foregoing, the *office* of a lawyer, an architect, a surveyor, an engineer, a chartered accountant, or a consultant, but does not include a *business office*, a *studio*, a pet or veterinarian's clinic, a *clinic*, an *animal shelter*, a massage or body-rub parlour or any *adult entertainment establishment*.

PUBLIC, when *used* in reference to a *building*, *structure*, *use* or *lot*, means a *building*, *structure*, *use* or *lot used* by a *public agency* to provide a service to the public.

PUBLIC AGENCY means

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DEFINITIONS

- a) the *Corporation*;
- b) any department, commission, corporation, authority, board or other agency other than a *hospital* board established from time to time by the *Corporation*;
- c) any *public utility*;
- d) railroad company;
- e) the Government of Canada, Province of Ontario, County of Perth, *Upper Thames River Conservation Authority*, and School Boards.

PUBLIC UTILITY means

- a) any agency, corporation, board or commission providing electricity, gas, oil, steam, water, communications/telecommunications, transportation, stormwater drainage or sewage or waste collection and disposal services to the public; or
- b) a *use* pertaining to any such agency, corporation, board or commission.

OPEN PORCH means a *porch* without walls or partial walls.

RAILWAY LINE means the permanently placed railway lines of a railway company *used* for traveling over, or temporary storage on, by railway company cars or engines, but does not include rail lines located on land not owned or leased by the railway company.

RECREATIONAL ENTERTAINMENT ESTABLISHMENT means an establishment wherein games of skill or chance are offered to the public as the *main use* therein, and includes, without limiting the generality of the foregoing, a billiard or pool hall and a bowling alley, but excludes an *amusement arcade* establishment or an *amusement park*, or a massage or body-rub parlour or any *adult entertainment establishment* as defined in the Municipal Act.

RECREATIONAL VEHICLE SALES OR RENTAL ESTABLISHMENT means an establishment having as its *main use* the sale, rental or leasing of *recreational vehicles*.

REDEVELOPMENT means the removal of *buildings* or *structures* from land and the construction or erection of other *buildings* or *structures* thereon.

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DEFINITIONS

REGISTERED means registered in the Registry Office of the County.

REGULATED AREA shall mean the area in which the *Upper Thames River Conservation Authority* has jurisdiction for hazard issues covered in Section 28 of the Conservation Authorities Act, R.S.O 1990, C.C.27, as amended.

RESERVE means land set apart from other lands and *registered* as a reserve.

RESTAURANT means a *building* where food is prepared and offered for sale to the public for immediate consumption either on or off the premises, but does not include a *tavern* or any *building* where prepackaged foods or beverages requiring no further preparation before consumption are offered for retail sale.

DRIVE-IN RESTAURANT means a restaurant where the public consumes such food or beverages within *vehicles* parked on the same *lot* therewith.

EAT-IN RESTAURANT means a restaurant which contains seating for the public to consume the food or beverages of the restaurant therein, and may contain take-out or *drive through* take-out services *accessory* thereto.

TAKE-OUT RESTAURANT means a restaurant, other than a *drive-in restaurant*, which does not contain seating or any other facilities for the consumption of food or beverages therein.

RETAIL STORE means a *building* in which goods, wares, merchandise, substances, articles or things in limited quantities are stored, offered or kept for retail sale to the public, and *uses accessory* thereto.

RETIREMENT HOME means a *building* containing *dwelling units* or other rooms *used* for the accommodation of primarily elderly persons as their residence, and which contains a common dining area for the residents thereof, and may contain a common lounge, recreation room and medical care facilities.

SALVAGE YARD means a *lot* which may contain *buildings* or *structures*, *used* for wrecking, dismantling, storing or selling used goods, wares or materials including, but not so as to limit the generality of the foregoing, glass, bottles, metals, clothing, plastics, furniture, paper, machinery, building or other materials, *vehicles* and parts thereof.

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DEFINITIONS

SCHOOL:

COMMERCIAL SCHOOL means a school operated for a fee for the purposes of, without limiting the generality of the foregoing, instruction in the performing arts, martial arts, sports or technical, vocational or academic subjects.

ELEMENTARY SCHOOL means an establishment, including outdoor areas, where academic instruction in a full range of the subjects of the elementary school courses of study is provided under the jurisdiction of a school board established by the Province of Ontario for students up to, and including grade 8.

PRIVATE SCHOOL means an establishment accredited by the Province, including outdoor areas, where academic instruction in a full range of the subjects of the *elementary* or *secondary school* courses of study is provided.

SECONDARY SCHOOL means an establishment, including outdoor areas, where academic instruction in a full range of the subjects of the secondary school courses of study is provided under the jurisdiction of a school board established by the Province of Ontario.

POST-SECONDARY SCHOOL means a public school primarily for the instruction of students or adults receiving a post-secondary education and, without limiting the generality of the foregoing, includes an adult retraining school, a community college and a university.

SCIENTIFIC OR MEDICAL LABORATORY means a *building* wherein scientific or medical experiments, tests or investigations are conducted, and where drugs, chemicals, glassware or other substances or articles pertinent to such experiments, tests or investigations are manufactured or otherwise prepared for *use* on the premises.

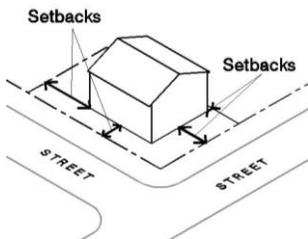
~~SECOND SUITE means a self-contained living accommodation for an additional person or persons living together as a separate single housekeeping unit, in which both food preparation and sanitary facilities are provided for the exclusive use of the occupants of the suite, located within the principal dwelling on the lot.~~

SELF-STORAGE ESTABLISHMENT means a *building* containing individual storage units accessible by the user, used for the storage of goods, wares, merchandise, food-stuff, substances, articles or other things, but does not include a fuel storage tank.

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DEFINITIONS

SETBACK means the horizontal distance between the *lot line* and the nearest part of any *building* or *structure* on such *lot*, and includes the *front yard depth*, *rear yard depth*, *interior side yard* and the *exterior side yard width* of a *lot*.



SERVICE TRADE means an establishment, other than an automotive *use*, that provides a non-personal service or craft to the public, including, but not necessarily restricted to, the shop of a printer, a plumber, a painter, a carpenter, an electrician, a welder, a furrier, an upholsterer, a custom engraver, a monument engraver, a *merchandise service shop*, a battery storage and recharging shop, a small engine repair shop, a workshop for the physically challenged, a catering establishment, a tool or small *equipment rental establishment*.

SEWAGE TREATMENT PLANT means the *use* of land, *buildings* and *structures* by a *public agency*, where domestic or industrial waste is collected and treated, and includes a sewage pumping station.

SHIPPING CONTAINER means an article of transportation equipment, including one that is carried on a chassis, that is strong enough to be suitable for repeated *use* and is designed to facilitate the transportation of goods by one or more means of transportation and includes intermodal containers, bodies of transport trucks, or straight truck boxes.

SHOPPING CENTRE means a *lot* or *building* designed, constructed, operated or maintained as a unit containing at least 4 physically separate and independent commercial and/or business *uses* which may be connected by a common corridor or wall and which is provided with common *parking areas*, *driveways*, *landscaped open space* and other shared *accessory* facilities and services and which is held under single ownership, *condominium* ownership, co-operative or similar arrangement.

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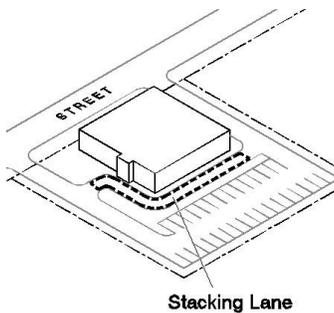
DEFINITIONS

SHORT TERM RENTAL ACCOMMODATION means an entire *dwelling unit* that is *used* to provide sleeping accommodations for any period of less than 28 consecutive days and is operated by the principal resident. Short term rental accommodation shall not include a *inn, hotel, bed and breakfast establishment, boarding house dwelling* or similar commercial or *institutional use*. The principal *use* of the *dwelling* shall be for residential purposes and the short term rental accommodation shall be an ancillary *use* to the *main use*.

SIGN means a name, identification, description, device, display or illustration which is affixed to or represented directly or indirectly upon a *building, structure* or *lot* and which directs attention to, without limiting the generality of the foregoing, an object, product, place, activity, person, institution, organization or business.

SPECIAL EVENT SPACE means a portion of the *building* used for event programming for community, cultural and social purposes, including but not limited to, receptions, conferences, meetings, weddings, festivals, and informational and/or instructional programs (or similar functions for which food and/or beverages may or may not be prepared and served).

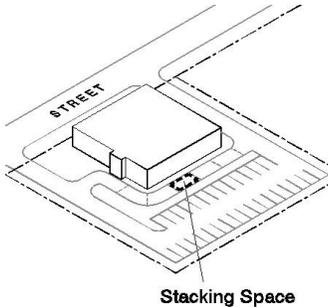
STACKING LANE means a continuous on-site queuing lane that includes *tandem parking spaces* for motorized *vehicles* which is separated from other vehicular traffic and pedestrian circulation, by barriers, markings or *signs*.



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DEFINITIONS

STACKING SPACE means a *motor vehicle* space which provides standing room for *vehicles* in a queue in a *stacking lane*.



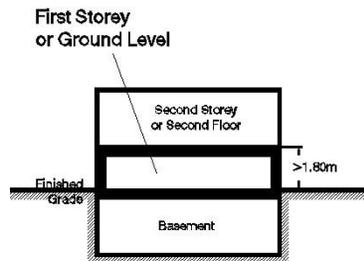
STORAGE, OPEN means storage of goods or materials outside a *building* or *structure*.

STOREY means a horizontal division of a *building* from a floor to the ceiling directly above such floor, and includes an *attic* wherein at least fifty (50) percent of the space above the floor is more than 2.1 m in *height* and meets the minimum *floor area* requirements of the Ontario Building Code but does not include a mezzanine, gallery, *balcony* or other overhang, the *floor area* of which does not exceed forty (40) percent of the *floor area* of the storey directly below such overhang, provided that the space beneath such overhang is not enclosed and the extent of such overhang does not exceed forty (40) percent of the least dimension of the room in which the said overhang is located.

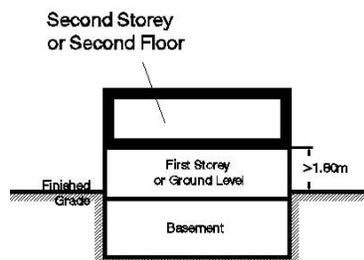
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DEFINITIONS

FIRST STOREY or GROUND LEVEL means the *storey* having its floor level closest to *finished grade* and having its ceiling more than 1.8 m above average *finished grade*.



SECOND STOREY or SECOND FLOOR means the *storey* directly above the *first storey*.



STREET means a *public* highway or *public* road as defined in the Municipal Act, under the jurisdiction of either the *Corporation*, the *County* or the Province but does not include a *lane* or right-of-way.

STREET ALLOWANCE means land held by the *Corporation*, the *County* or the Province for the purpose of providing a *street*, and includes a *street* and an *improved street*.

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DEFINITIONS

STREET LINE means the limit of the *street allowance* and is the dividing line between a *lot* or *reserve* and a *street*.

STREET WIDTH means the horizontal distance between the *street lines* of a *street allowance*, measured along a line perpendicular to the said *street lines*.

ARTERIAL STREET means a *street* designated as such on Schedule "B" of this By-law.

COLLECTOR STREET, TWO LANE AND FOUR LANE means a *street* designated as such on Schedule "B" of this By-law.

IMPROVED STREET means a *street* that is improved for the passage of *motor vehicles* and is owned and maintained by the *Corporation*, the *County* or the Province.

LOCAL STREET means a *street* designated as such on Schedule "B" of this By-law.

PRIVATE STREET means a *street* which affords the principal means of vehicular access to a *lot* and which is not assumed, for the purposes of providing maintenance, or in title, by the *Corporation*, the *County* or the Province.

WIDENED STREET means a *street* widened to its design width in accordance with Schedule "B" of this By-law.

STRUCTURE means anything constructed or erected, in whole or in part, which is located on, or in, the ground, or attached to something located on, or in, the ground, and includes anything pre-made or prefabricated, but does not include a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line, or any hard surface located directly on the ground, including a hard surface walkway and stairs related thereto.

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~~STRUCTURE means anything constructed or erected, in whole or in part, which is located on, or in, the ground, or attached to something located on, or in, the ground, and includes anything pre-made or prefabricated, but does not include a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line, or any hard surface located directly on the ground.~~

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DEFINITIONS

STUDIO means a *building used* as the work place of a photographer, musician, artist or craftsman, without limiting the generality thereof, photographs are taken, music or film is recorded, or instruction is given in art, music, dance, craft making or similar disciplines.

SUNROOM means a *porch* or part thereof which is fully enclosed by walls containing windows, the glazed area of each exterior wall being not less than one-third of the area of such wall between the floor and the roof.

SUPERMARKET means a *building* in which a balanced line of prepared food, bakery and dairy products; candy and confectionery; soft drinks and other food products are sold to the public and, in addition, where pharmaceuticals, health and beauty aids, housewares, newspapers, paper products, tobacco products, flowers and plants and other non-food items may be sold or services rendered to the public provided such items or services are incidental and subordinate to the sale of food items described herein.

TANDEM PARKING means the parking of a *vehicle* directly behind another *vehicle* in a *driveway*.

TAVERN means a building in which the primary *use* is the serving of alcoholic beverages.

TAXI DISPATCH ESTABLISHMENT means a premises where taxis or limousine taxis are dispatched from and where such *vehicles* may be parked or stored for short periods of time when not engaged in transporting persons or goods.

THEATRE means a *building* or *structure used* for the production and viewing of the performing arts or for the screening and viewing of motion pictures by the public.

THEATRE CLASSROOM means a room or series of rooms in the *theatre* where groups of students are taught and/or educational sessions are held including but not limited to the business operations of the *theatre*, acting, and administration.

THEATRE RESTAURANT means a *restaurant* that operates exclusively during such periods as the *theatre* and/or its ancillary uses are in operation.

THEATRE RETAIL STORE means a *building* in which *theatre* products or products associated with the *theatre* including goods, wares, merchandise, substances, articles or things are stored, offered or kept for retail sale to the public.

TRAILER means any *vehicle* designed to be towed by another *vehicle*.

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DEFINITIONS

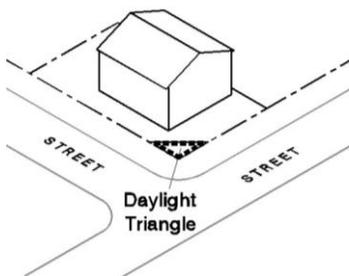
TRANSIT CENTRE means a *lot*, with or without *buildings* or *structures*, where buses are *used* to pick-up or drop-off of persons but excludes a bus stop.

TRAVEL TRAILER means a trailer capable of being *used* for the temporary or permanent living, sleeping or eating accommodation of one or more persons, including a travel trailer that has been temporarily or permanently fixed or attached to the ground on a foundation or other base or has become in any other manner so adapted and affixed to the land upon which it is situated that it is, or has become, an immobile *structure*, and includes, without limiting the generality thereof, *recreational vehicles*, mobile homes, park models or campers.

TRAILER CAMP means a *lot used* for the temporary or short term parking of *travel trailers* and other apparatus capable of being *used* for the temporary or permanent living, sleeping or eating, including tents, but excludes a *recreational vehicle sales or rental establishment*.

TRAILER PARK means a *lot used* or intended for *use* for the permanent placement of *travel trailers*.

TRIANGLE, DAYLIGHT means the triangular space formed by the *street lines* of a *corner lot*, where such *lot* is located at the intersection of 2 or more *streets*, and a line drawn from a point in one *street line* to a point in the other *street line*, each such point being a specified distance from the point of intersection of the *street lines* measured along the said *street lines*, and where the two *street lines* do not intersect at a point, the point of intersection of the *street lines* shall be deemed to be the intersection of the projected tangents of the *street lines*. Where required by this By-law, a *daylight triangle* shall be dedicated as part of the *abutting street allowance* to the appropriate agency having jurisdiction of the *abutting* street.



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DEFINITIONS

TRIANGLE, DRIVEWAY VISIBILITY shall be measured from the point of intersection of a *street line* and the edge of a *driveway* a distance from the *street line* and a distance from the edge of the *driveway*.

TRIANGLE, VISIBILITY means the triangular space formed by the *street lines* of a *corner lot*, where such *lot* is located at the intersection of 2 or more *streets*, and a line drawn from a point in one *street line* to a point in the other *street line*, each such point being a specified distance from the point of intersection of the *street lines* measured along the said *street lines*, and where the two *street lines* do not intersect at a point, the point of intersection of the *street lines* shall be deemed to be the intersection of the projected tangents of the *street lines*. Where required by this By-law, a *visibility triangle* shall be free of obstructions in accordance with the provisions of this By-law.

TRUCK TERMINAL means an establishment where trucks and/or transports are stored, rented, leased, kept for hire, or parked or from which trucks and/or transports are dispatched as common carriers, or where goods are stored temporarily for further shipment.

USE means, when used as a noun, the purpose for which a *lot*, *building* or *structure*, or any combination or part thereof, is designed, arranged, occupied or maintained and, when used as a verb, means to put to such purpose.

VEHICLE means anything driven or capable of being driven or drawn on wheels by any kind of power other than solely by muscular power and includes, without limiting the generality of the foregoing, an automobile, motorcycle, moped, motor-bike, truck, farm tractor, tractor trailer, bus, boat, jet-ski, motor home, *recreational vehicle*, snowmobile, but excludes a street car or other *vehicle* running only upon rails.

AUTOMOBILE VEHICLE means a *vehicle* designed or intended for *use* for personal transportation on highways and includes, without limiting the generality thereof, a car, pick-up truck, jeep, van, motorcycle, or motor assisted bicycle, but excludes a recreational *vehicle*.

COMMERCIAL VEHICLE means a *vehicle* licensed by the Province as a public *vehicle* pursuant to the Public Vehicles Act, or as a commercial *motor vehicle* pursuant to the Highway Traffic Act.

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MOTOR VEHICLE means an *automobile vehicle* and any other *vehicle* propelled or driven otherwise than by muscular power, but does not include a *vehicle* running only upon rails, or a motorized snow *vehicle*, traction engine, farm tractor, self-propelled farm implement, or road-building machine.

RECREATIONAL VEHICLE means a *vehicle* designed and intended to be *used* for recreational purposes and includes, without limiting the generality of the foregoing, motor homes, *recreational vehicles*, *trailers*, campers, all-terrain *vehicles* or motorized snow *vehicles*, but excludes bicycles, motorcycles, and motor assisted bicycles.

VERANDAH means a *porch* or part thereof, with or without walls or railings, such walls or railings not exceeding a *height* of 1.2 m.

VETERINARIAN CLINIC means a *building* wherein animals are treated or kept for treatment by a veterinarian, but excludes an *animal shelter*, a pet shop or an establishment engaged primarily in the retail sale of animals or in breeding animals.

VIDEO RENTAL ESTABLISHMENT means a *building* where videos, cassettes, tapes or similar items intended for home entertainment are rented to the general public.

WALKWAY means a surface treated area that is designed and intended to be used principally for pedestrian or bicycle access.

WAREHOUSE means a *building used* for housing, storing, packaging wholesaling or distributing goods, wares, merchandise, food-stuff, substances, articles or things, and may include the residence of a caretaker or watchman.

WATER TREATMENT FACILITY means a *building* or *structure*, approved by a *public agency*, where water is purified or treated for human consumption, and includes a water pumping station.

WAYSIDE PERMIT AGGREGATE OPERATION (WAYSIDE PIT) means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

WELLHEAD PROTECTION AREA means shall mean the geographic area designated on Schedule "C" of this By-law. Three *wellhead protection areas* are described as follows:

- a) Wellhead Protection Area A (WHPA-A): The geographic location of the 100m*

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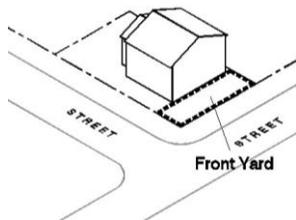
DEFINITIONS

fixed radius around a wellhead with a vulnerability score of 10, as described in the Thames-Sydenham and Region Source Protection Plan for the purposes of describing a vulnerable area.

- b) Wellhead Protection Area B (WHPA-B): The geographic location of the area around a wellhead with a 2-year time of travel to the wellhead, excluding the area of WHPA-A, as described in the Thames-Sydenham and Region Source Protection Plan for the purposes of describing a vulnerable area.
- c) Wellhead Protection Area C (WHPA-C): The geographic location of the area around a wellhead with a 2 to 5 year time of travel to the wellhead, as described in the Thames-Sydenham and Region Source Protection Plan for the purposes of describing a vulnerable area.

YARD means an area of land which is appurtenant to and located on the same *lot* as a *building* or *structure*, and which is open, uncovered and unoccupied from the ground up, except for such *accessory buildings, structures* or other *uses* as are specifically permitted thereon elsewhere by this By-law.

FRONT YARD means a *yard* extending across the full width of a *lot* between the *front lot line* of such *lot* and the nearest part of any wall of any *building* or *structure* on such *lot*.



FRONT YARD DEPTH means the shortest horizontal dimension of a *front yard* between the *front lot line* of a *lot* and the nearest part of any *building* or *structure* on such *lot*.

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REAR YARD means a *yard* extending across the full width of a *lot* between the *rear lot line* of such *lot* or, where there is no *rear lot line*, the junction point of the *side lot lines*, and the nearest part of any *building* or *structure* on such *lot*.



REAR YARD DEPTH means the shortest horizontal dimension of a *rear yard* between the *rear lot line* of a *lot* or, where there is no *rear lot line*, the junction point of the *side lot lines*, and the nearest part of any *building* or *structure* on such *lot*.

SIDE YARD means a *yard* extending from the *front yard* to the *rear yard* of a *lot* and from the *side lot line* of such *lot* to the nearest part of any *building* or *structure* on such *lot*.

SIDE YARD WIDTH means the shortest horizontal dimension of a *side yard* between the *side lot line* of a *lot* and the nearest part of any *building* or *structure* on such *lot*.

AGGREGATE SIDE YARD WIDTH means the sum of the *side yard* widths of the *side yards* of a *lot*.

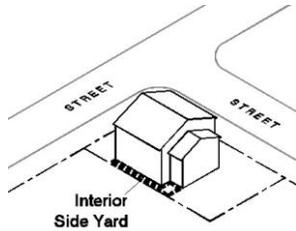
EXTERIOR SIDE YARD means a *side yard* immediately adjoining a *street allowance* or *abutting a reserve* on the opposite side of which is located a *street allowance*.



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INTERIOR SIDE YARD means a *side yard* other than an *exterior side yard*.



REQUIRED YARD means that part of a *yard* which contains the *rear yard depth* or *side yard width* or *setback* from the *lot lines* of a *lot* as required herein by this By-law.

ZONE means an area delineated on a Zoning Map and established and designated by this By-law for a specific *use*.

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4.1 Accessory Buildings, Structures and Uses

4.1.1 Uses Permitted

An *accessory building* or *structure* may be erected or *used* in accordance with the following:

- a) Where this By-law permits a *lot* to be *used* or a *building* or *structure* to be erected or *used* for a purpose, that purpose shall include any *building*, *structure* or *use accessory* thereto, other than an *accessory guest room* or an *accessory dwelling unit* unless otherwise specified by this By-law.
- b) An *accessory building* or *structure* shall not be *used* for human habitation or an occupation for gain or profit, unless otherwise permitted by this By-law.

4.1.2 Location

~~An *accessory building* or *structure* may be erected in any yard other than a *required yard*, except that nothing Nothing in this By-law shall apply to prevent the erection of:~~

- a) an *accessory building* or *structure* in accordance with Table 4.1.2.

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Table 4.1: Accessory Building or Structure Locations

	Interior Lot Zoned C1 or Residential R	Corner lot Zoned C1 or Residential R	Interior Lot not zoned C1 or Residential R	Corner Lot not zoned C1 or Residential R
Distance from a <i>front lot line</i>	6.0 m or existing <i>building</i> setback, whichever is the greater	6.0 m or existing <i>building</i> setback, whichever is the greater	Setback as set out in the <i>zone</i> or Table 4.1.4	Setback as set out in the <i>zone</i> or Table 4.1.4
Distance from an <i>exterior side lot line</i>	N/A	6 m or existing <i>building</i> setback whichever is the greater	Setback as set out in the <i>zone</i> or Table 4.1.4	Setback as set out in the <i>zone</i> or Table 4.1.4

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	Interior Lot Zoned C1 or Residential R	Corner lot Zoned C1 or Residential R	Interior Lot not zoned C1 or Residential R	Corner Lot not zoned C1 or Residential R
Distance from an <i>interior side lot line</i>	1.0 m	1.0 m where a 1.5 m continuous unobstructed path is provided, otherwise 1.5 m	Setback as set out in the <i>zone</i> or Table 4.1.4	Setback as set out in the <i>zone</i> or Table 4.1.4
Distance from a <i>rear lot line</i>	1.0 m	1.0 m where a 1.5 m continuous unobstructed path is provided, otherwise 1.5 m	Setback as set out in the <i>zone</i> or Table 4.1.4	Setback as set out in the <i>zone</i> or Table 4.1.4

- b) a car port attached to a single detached dwelling or a semi-detached dwelling in an interior side yard, not closer than 1.0 m to the interior side lot line;
- c) a swimming pool in accordance with the provisions of *Section 4.18* (Outdoor Swimming Pools and Hot Tubs);
- d) an *accessory building* or *structure* in a *rear yard* setback of a *through lot* in a residential *zone*, where such *lots* are subject to a *reserve* across the *rear lot line* prohibiting access to the *street*, provided that such *accessory building* or *structure* is not located closer to any *lot line* than 1.0 m, or, in the case of a *corner lot*, not in the required *exterior side yard setback*, nor in a required *visibility triangle*.

~~—an *accessory building* or *structure* within 1.0 m of a *lot line* in a residential *zone*, provided that in no case shall an *accessory building* or *structure* be erected within a *front yard*, an *exterior side yard* or within the *minimum setback*.~~

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4.1.3 Lot Coverage

The *lot coverage* for *accessory buildings* or *structures* shall be calculated to be included in the maximum *lot coverage* requirements for the *lot*, unless otherwise specified.

4.1.4 Regulations

No person shall *use* or permit the *use* of any *lot* or *erect*, alter or *use* any *accessory building* or *structure* except in accordance with the accessory use regulations in *Table 4.1.4*. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *accessory buildings* and *structures* in the applicable *zone*.

Table 4.1.4: Accessory Use Regulations

Zone Category	Maximum Lot Coverage [1]	Maximum Floor Area [1]	Maximum Height [2]	Maximum Wall Height	Minimum Side Yard Width / Rear Yard Depth [3]
RESIDENTIAL ZONES					
R1(1)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R1(2)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R1(3)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R1(4)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R1(5)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R2(1)	10%	75 m ²	5.0 m	3.0 m	1.0 m
R2(2)	10%	75 m ²	5.0 m	3.0 m	1.0 m
R3	10%	75 m ²	5.0 m	3.0 m	1.0 m
R4	10%	75 m ²	5.0 m	3.0 m	1.0 m
R5(1)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R5(2)	10%	100 m ²	5.0 m	3.0 m	1.0 m
R5(3)	10%	100 m ²	5.0 m	3.0 m	1.0 m
COMMERCIAL ZONES					
C1	10%	100 m ²	4.0 m	3.0 m	1.0 m
C2	10%	100 m ²	4.0 m	3.0 m	1.0 m
C3	10%	100 m ²	4.0 m	3.0 m	1.0 m
C4	10%	100 m ²	4.0 m	3.0 m	1.0 m
C5	10%	100 m ²	4.0 m	3.0 m	1.0 m
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Zone Category	Maximum Lot Coverage [1]	Maximum Floor Area [1]	Maximum Height [2]	Maximum Wall Height	Minimum Side Yard Width / Rear Yard Depth [3]
ANCHOR DISTRICT ZONE					
AD	10%	100 m ²	4.0 m	3.0 m	1.0 m
INSTITUTIONAL ZONES					
IN1	10%	-	5.0 m	-	1.0 m
IN2	10%	-	5.0 m	-	1.0 m
THEATRE DISTRICT ZONE					
TH	10%	100 m ²	4.0 m	3.0 m	1.0 m
PARKS AND OPEN SPACE ZONES					
P	10%	-	5.0 m	-	1.0 m
OS	10%	-	5.0 m	-	1.0 m
AGRICULTURAL ZONE					
A	10%	100 m ²	5.0 m	3.0 m	1.0 m
INDUSTRIAL ZONES					
I1	10%	50 m ²	5.0 m	3.0 m	1.0 m
I2	10%	50 m ²	5.0 m	3.0 m	1.0 m
I3	10%	50 m ²	5.0 m	3.0 m	1.0 m
I4	10%	150 m ²	5.0 m	3.0 m	1.0 m

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Additional Regulations for Table 4.1.4

1. The maximum lot coverage or maximum floor area applies, whichever is the lesser.
2. Maximum height or one (1) storey, whichever is the lesser.
3. Subject to the regulations of Section 4.1.2, whichever is the greater.
- 3.4. Accessory buildings and structures are prohibited in a front yard and/or exterior side yard.

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4.2 Access Required to a Street

4.2.1 Lot Frontage Requirements

No person shall *erect* any *building* or *structure* or *use* any *lot* in any *zone* unless such *lot* meets one of the following requirements:

- a) The *lot* has frontage on a *public street* which is assumed by By-law by a *public agency*;
- b) The *lot* will have frontage on a future *public street* that is currently being constructed pursuant to a Subdivision Agreement or other Development Agreement with a *public agency*;
- c) The *lot* is legally tied to a *condominium* having frontage on a *condominium common element roadway* that provides direct access to a *public street* or which connects with another *condominium common element roadway* having access to a *public street*; and
- d) The *lot* is legally tied to a *condominium* having frontage on a future *condominium common element roadway* that is currently being constructed pursuant to a Condominium Agreement or other Development agreement with a *public agency* that provides direct access to a *public road* or which connects with another *condominium common element roadway* having access to a *public street*.

For greater clarity, no person shall *erect* any *building* or *structure* or *use* any *lot* in any *zone* on a *private street* unless otherwise specified in this By-law.

4.3 Adult Entertainment Establishments

Notwithstanding any other provision of this By-law respecting permitted uses, an Adult Entertainment Establishment shall not be permitted, either as a main use or an accessory use in any of the following zones: R1, R2, R3, R4, R5, MUR, C1, C2, C3, C4, C5, AD, I3, IN1, IN2, TH, P, OS, A and UR.

Adult Entertainment Establishments shall only be considered on a site-specific basis subject to an approved zoning by-law amendment on lands zoned I1 or I2 subject to the following criteria:

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(1) Any building erected or altered for use as an Adult Entertainment Establishment use shall not be located on a lot that abuts Erie Street, Lorne Avenue, Perth Line 33, Embro Road 113, Douro Street, Downie Street, Mornington Street, Ontario Street, Packham Avenue, Dunn Road or C.H. Meier Boulevard;

(2) An Adult Entertainment Establishment shall not be located on any lot within 120 metres of any Residential Zone, any Institutional Zone, any Parks or Open Space Zone; and

(3) An Adult Entertainment Establishment shall not be located on any lot which has a lot line which is located within 400 metres of any other lot occupied by an existing Adult Entertainment Establishment use.

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4.34.4 Bed and Breakfast Establishments and Short Term Rental Accommodation

No person shall use a building or operate a *bed and breakfast establishment or short term rental accommodation* unless they hold a valid license issued by The Corporation of the City of Stratford in accordance with all of the applicable provisions of this by-law and the provisions set out in this section 4.3. Where there is a conflict between the general provisions and this section 4.3, the specific provisions relating to *bed and breakfast establishment and short term rental accommodation* shall apply.

4.3.14.4.1 Bed and Breakfast Establishment

The regulations below applicable to *bed and breakfast establishments* apply within the Residential R1, R2, R3, R4, and R5 Zones, the Mixed Use Residential MUR Zone, the Commercial C1, C2, and C3 Zones, the Urban Reserve UR Zone and the Agricultural A Zone.

Permitted Dwelling Types, Permitted Zones and Maximum Number of Bedrooms

Bed and breakfast establishments and *short term rental accommodation* shall be in accordance with the requirements of Table 4.3.1:

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Table 4.4.1: Bed and Breakfast Establishments and Short Term Rental Accommodation Requirements

		Type of Dwelling - Single Detached Dwelling	Type of Dwelling - Semi-Detached Dwelling (each unit)	Type of Dwelling - Converted Dwelling	Type of Dwelling - Street Townhouse Dwelling (each unit)
Permitted Dwelling Type	<i>bed and breakfast establishment</i>	Permitted	Permitted	Permitted	Permitted
Permitted Dwelling Type	<i>short term rental accommodation</i>	Permitted	Permitted	Permitted	Permitted
Operated by	<i>bed and breakfast establishment</i>	Principal Resident	Principal Resident	Principal Resident	Principal Resident
Operated by	<i>short term rental accommodation</i>	Principal Resident	Principal Resident	Principal Resident	Principal Resident
Permitted Zones	<i>bed and breakfast establishment</i>	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR, and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR, and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR, and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR, and A Zones
Permitted Zones	<i>short term rental accommodation</i>	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR and A Zones	R1, R2, R3, R4, R5, MUR, C1, C2, C3, UR and A Zones
Maximum Number by Type of Dwelling	<i>bed and breakfast establishment</i>	1	1	1	1

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		Type of Dwelling - <i>Single Detached Dwelling</i>	Type of Dwelling - <i>Semi-Detached Dwelling</i> (each unit)	Type of Dwelling - <i>Converted Dwelling</i>	Type of Dwelling - <i>Street Townhouse Dwelling</i> (each unit)
Maximum Number by Type of Dwelling	<i>short term rental accommodation</i>	1	1	1	1
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R1 Zone (Local Street): 2 bedrooms	R1 Zone (Local Street): 2 bedrooms	R1 Zone (Local Street): 2 bedrooms	R1 Zone (Local Street): 2 bedrooms
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R1 Zone (Collector or Arterial Street): 4 bedrooms	R1 Zone (Collector or Arterial Street): 4 bedrooms	R1 Zone (Collector or Arterial Street): 4 bedrooms	R1 Zone (Collector or Arterial Street): 4 bedrooms
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R1 Zone (Erie Street, Huron Street or Ontario Street): no maximum	R1 Zone (Erie Street, Huron Street or Ontario Street): no maximum	R1 Zone (Erie Street, Huron Street or Ontario Street): no maximum	R1 Zone (Erie Street, Huron Street or Ontario Street): no maximum
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R2 and R3 Zones (Local, Collector or Arterial Street): 4 bedrooms	R2 and R3 Zones (Local, Collector or Arterial Street): 4 bedrooms	R2 and R3 Zones (Local, Collector or Arterial Street): 4 bedrooms	R2 and R3 Zones (Local, Collector or Arterial Street): 4 bedrooms

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		Type of Dwelling - <i>Single Detached Dwelling</i>	Type of Dwelling - <i>Semi-Detached Dwelling</i> (each unit)	Type of Dwelling - <i>Converted Dwelling</i>	Type of Dwelling - <i>Street Townhouse Dwelling</i> (each unit)
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R2 and R3 Zones (Erie Street, Huron Street or Ontario Street): no maximum	R2 and R3 Zones (Erie Street, Huron Street or Ontario Street): no maximum	R2 and R3 Zones (Erie Street, Huron Street or Ontario Street): no maximum	R2 and R3 Zones (Erie Street, Huron Street or Ontario Street): no maximum
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	R4 and R5 Zones: 2 bedrooms			
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	MUR, C2, and C3 Zones: no maximum			
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.

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		Type of Dwelling - <i>Single Detached Dwelling</i>	Type of Dwelling - <i>Semi-Detached Dwelling</i> (each unit)	Type of Dwelling - <i>Converted Dwelling</i>	Type of Dwelling - <i>Street Townhouse Dwelling</i> (each unit)
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.	UR Zone: 4 bedrooms. No expansion to an existing dwelling shall be permitted to accommodate a Bed and Breakfast Establishment in an UR Zone.
Maximum Number of Bedrooms	<i>bed and breakfast establishment</i>	A Zone: 4 bedrooms			
Maximum Number of Bedrooms	<i>short term rental accommodation</i>	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Business License	<i>bed and breakfast establishment</i>	Required	Required	Required	Required
Business License	<i>short term rental accommodation</i>	Required	Required	Required	Required

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		Type of Dwelling - <i>Single Detached Dwelling</i>	Type of Dwelling - <i>Semi-Detached Dwelling</i> (each unit)	Type of Dwelling - <i>Converted Dwelling</i>	Type of Dwelling - <i>Street Townhouse Dwelling</i> (each unit)
Maximum Number of Days	<i>bed and breakfast establishment</i>	Regulated through Licensing By-law (No limit)	Regulated through Licensing By-law (No limit)	Regulated through Licensing By-law (No limit)	Regulated through Licensing By-law (No limit)
Maximum Number of Days	<i>short term rental accommodation</i>	Regulated through Licensing By-law (Maximum of 180 Days)	Regulated through Licensing By-law (Maximum of 180 Days)	Regulated through Licensing By-law (Maximum of 180 Days)	Regulated through Licensing By-law (Maximum of 180 Days)

4.3.24.4.2 Parking Requirements

The following parking requirements are applicable to *a bed and breakfast establishment or short term rental accommodation*:

- a) The minimum number of *parking spaces* shall be accommodated on the lot in accordance with the following:
 - i) *bed and breakfast establishment* – 1 *parking space* per bedroom plus the minimum number of *parking spaces* required for the *dwelling* in accordance with *Section 5.0* (Parking and Loading Requirements)
 - ii) *short term rental accommodation* – 0.66 *parking spaces* per bedroom
- b) Tandem parking for *bed and breakfast establishments and short term rental accommodations* may be permitted to a maximum of two vehicles, provided such parking does not in any way block, obstruct or otherwise hinder the sidewalk.
- c) No parking shall be permitted in a required front yard or required exterior side yard other than in a driveway, in accordance with the provisions of this zoning by-law.

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- d) No parking shall be permitted in a *rear yard* unless a separation distance of 1.0 m is maintained from a *lot line*.
- e) A *planting strip* having a minimum width of 1.5 m and a minimum *height* of 2.0 m shall be provided and maintained adjacent to a *parking area* and *driveway abutting a lot line*, where 4 or more *parking spaces* are required in accordance with *Section 5.0* (Parking and Loading Requirements).
- f) The requirements of *Section 5.0* (Parking and Loading Requirements), with the necessary changes, apply to *bed and breakfast establishments and short term rental accommodations*.
- g) No required parking spaces are to be provided within a common element area or designated visitor parking areas.
- h) Private Street

~~4.3.34.4.3~~ Other Requirements

- a) A *bed and breakfast establishment* or *short term rental accommodation* shall not be permitted on a *lot* having a frontage on and access to a *private street*, except in accordance with *Section 4.3.7*.
- i) A *bed and breakfast establishment or short term rental accommodations* shall have a minimum outdoor amenity space in accordance with the following dwelling unit types
 - ii) *Single detached dwelling*: 37 m²
 - iii) *Semi-detached dwelling*: 37 m²
 - iv) *Converted dwelling*: 30 m² *Townhouse dwelling*: 30 m²
- b) A required *outdoor amenity space* which is located within 6.0 m of a Residential *zone* shall be appropriately screened by a *planting strip* having a minimum width of 1.5 m and a minimum height of 1.5m, and provided and maintained adjacent to the *outdoor amenity space* and abutting *lot line*.
- c) When a *dwelling unit* is used as a *bed and breakfast establishment* or *short term rental accommodation*, no other uses of the property are permitted, including a

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~~second suite, or a garden suite~~ an additional residential unit.

- d) A *bed and breakfast establishment or short term rental accommodation*, including any *accessory* guest room, shall be licensed with the City.
- e) All City by-laws including but not limited to the Property Standards By-law, Noise By-law, Fence and Hedge By-law, licensing by-law apply to a *bed and breakfast establishment or short term rental accommodation*.
- f) When a *short term rental accommodation* is occupied continuously as a *principal residence*, (i.e., for more than 28 consecutive days) it shall be considered a *dwelling unit* as defined herein.

4.3.44.4.4 Accessory Guest Room

Nothing in this By-law shall prevent the location of one (1) *accessory guest room* in a *dwelling unit*, which may have frontage on and access to a *private street*, provided 1 *parking space* is provided for the *accessory guest room* in addition to any other required parking.

4.3.54.4.5 Accessory Guest Rooms in Accessory Buildings

Notwithstanding anything in this By-law to the contrary, *accessory guest rooms* are permitted in an existing *accessory building* in conjunction with a *bed and breakfast establishment* located on Ontario Street, Huron Street and Erie Street, provided they are not located within the *front yard* and *exterior side yard*, and a minimum *interior side yard*, and *rear yard* setback of 1.2 m is provided.

4.44.5 Cannabis Production Facility

A *cannabis production facility* shall comply, with the following provisions:

- ~~a) *cannabis production facility* shall be subject to site plan control pursuant to Section 41 of the Planning Act. A *cannabis production facility* shall be prohibited on a lot containing a *dwelling unit*.~~
- ~~b) No *building or structure or portion of land* thereof used for *cannabis production facility* purposes may be located closer to any Residential or Institutional Zone or Park Zone than 150 m.~~
- ~~c) Where a *cannabis production facility* is located on a lot, no other use shall be~~

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~~permitted on the *lot* or within the *building* as a whole.~~

- ~~d) A *building* or *structure* used for security purposes for a *cannabis production facility* may be located in the *front yard* and does not have to comply with the required minimum *front yard* setback.~~
- ~~e) *Loading spaces* for a *cannabis production facility* must be in a wholly enclosed *building*.~~
- ~~f) All *uses* associated with the *cannabis production facility* must take place entirely within a *building*.~~
- a) A cannabis production facility shall be prohibited on a lot containing a dwelling unit.
- b) No building or structure or portion of land thereof used for cannabis production facility purposes may be located closer to any Residential or Institutional Zone or Park Zone than 150 metres.
- c) Where a cannabis production facility is located on a lot, no other use shall be permitted on the lot or within the building as a whole.
- d) A building or structure used for security purposes for a cannabis production facility may be located in the front yard and does not have to comply with the required minimum front yard setback.
- e) Loading spaces for a cannabis production facility must be in a wholly enclosed building.
- f) All uses associated with the cannabis production facility must take place entirely within a building.

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4.54.6 Consents Subject to an Agreement

In the case of a parcel of land for which a Development Agreement, Plan of Condominium, and/or a Site Plan has been approved and *registered* against title pursuant to Section 41 or Section 50 of the Planning Act, R.S.O. 1990, c. P.13, as amended from time to time, then the single parcel of land to which the Development Agreement and/or plan applies shall be deemed to be the *lot* for application of this Section, notwithstanding that part of

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the parcel may be in separate ownership; does not otherwise satisfy the definition of *lot*; or does not *abut* an *improved street*.

4.64.7 Construction Uses

Nothing in this By-law shall prevent the *use* of a *lot* or part thereof other than a *visibility triangle*, for the erection or *use* of a *building* or *structure* where such *building* or *structure* is incidental to, and necessary for, construction work but not necessarily restricted to, a construction camp, a work camp, a tool shed or a scaffold, but only for so long as such *building* or *structure* is necessary for the work in progress and until the work is completed or abandoned, and only while a *building permit* for the said construction remains in force.

4.74.8 Daylight Triangles and Minimum Visibility Triangle Requirements

4.7.1 Minimum Daylight Triangle Requirement

~~A daylight triangle shall be provided and dedicated as part of the abutting street allowance to the appropriate agency having jurisdiction of the abutting street, in accordance with Table 4.7.1, and the street classification as identified in Schedule "B":~~

Table 4.7.1: Minimum Daylight Triangle Requirements

Street Classification	Intersecting Street Classification	Minimum Daylight Triangle (m)
Local	Local	0
Local	Collector	0
Local	Arterial	10.0
Collector	Local	0
Collector	Collector	10.0
Collector	Arterial	10.0
Arterial	Local	10.0
Arterial	Collector	10.0
Arterial	Arterial	10.0

4.7.24.8.1 Minimum Visibility Triangle Requirements

- a) A *visibility triangle* shall be maintained in accordance with *Table 4.7.2*, and the *street* classification as identified in Schedule "B":
- b) Any *driveway* access to a *street* shall maintain a *visibility triangle* in accordance with *Table 4.7.2*:

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Table 4.8.2: Minimum Visibility Triangle Requirements and Minimum Driveway Visibility Triangle Requirements

Street Classification	Intersecting Street Classification	Minimum Visibility Triangle (m)
Driveway	Any Street	3.0
Local	Local	3.0
Local	Collector	3.0
Local	Arterial	12.0
Collector	Local	3.0
Collector	Collector	12.0
Collector	Arterial	12.0
Arterial	Local	12.0
Arterial	Collector	12.0
Arterial	Arterial	15.0

Additional Regulations for Table 4.7.2

1. Where a *daylight triangle* has been provided, it shall be included within the *visibility triangle* requirements.

4.7.34.8.2 Prohibition of Obstructions within Visibility Triangles

Except as otherwise provided in paragraph b) of this subsection, within any *visibility triangle* or *driveway visibility triangle*:

- a) no *building* or *structure* shall be erected and no *parking space* shall be established;
- b) no *sign*, save and except a pole *sign*, or any feature including, but without limiting the generality thereof, fences, walls, *berms*, trees, hedges or bushes, shall be greater than 0.75 m in *height* above the *elevation* of the highest point of the *street* adjacent thereto, regardless of whether or not any such features form part of a required planting strip; and
- c) no *finished grade* shall exceed the *elevation* of the highest point of the *street* adjacent thereto by 0.75 m.

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4.7.44.8.3 Exemptions

Daylight triangle requirements and *visibility triangle* requirements shall not apply to the following:

- a) any *corner lot* located within the *Central Business District*, or

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- b) any *corner lot* located in the C3 *zone*, where no *setbacks* are required in accordance with the *zone* provisions, except that, where a *corner lot* has a setback on one *street* only, then the provisions of *Section 4.7.3* (Prohibition of Obstructions within Visibility Triangles), paragraph a) shall apply to that part of the *lot* upon which such setback is required, only over that part of the *lot* between the *lot line* and the *setback* line.

4.84.9 Drive Throughs, Stacking Lanes and Stacking Spaces

A *drive through* may be permitted in association with a commercial *use*, where it is permitted by this By-law, provided that:

- a) The minimum number of *stacking spaces* shall be in accordance with the following:
- i) For an automatic *drive through car wash*, a minimum of 10 *stacking spaces* shall be provided in advance of the *car wash*, and a minimum of 2 *stacking spaces* shall be provided at the terminus of each line;
 - ii) For a non-*drive through* or coin-operated *car wash*, a minimum of 2 *stacking spaces* shall be provided in advance of the *car wash* bay, excluding the *car wash* bay and egress from the *car wash* bay;
 - iii) For a *restaurant*, a minimum of 10 *stacking spaces* shall be provided for each *drive-through* service window or self-serve facility, including the space at the pick-up window; or
 - iv) For all other *uses* with *drive-through* service, such as a *financial institution* or pharmacy, a minimum of 4 *stacking spaces* shall be provided for each *drive-through* service window or self-serve facility, including the space at the pick-up window.
- b) *Stacking spaces* shall be 5.6 m in length and 3.0 m in width. In the case of a *car wash* intended for *commercial vehicles* or buses, *stacking spaces* shall be a minimum of 10.0 m in length and 3.5 m in width.
- c) A *stacking lane* or *stacking spaces* shall not be permitted within 15.0 m of a Residential, Park and Open Space, or Institutional *Zone*.
- d) *Stacking lanes* or *stacking spaces* shall not be located within a required minimum

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front yard or required minimum *exterior side yard*.

- e) *Stacking lanes* and *stacking spaces* shall not be located within a *parking area* or *parking aisle*, and shall not obstruct *parking spaces*.
- f) A *drive through* shall not be permitted in association with a commercial *use* in the *Central Business District* as designated on Schedule "A".

4.94.10 Dwellings Per Lot

Except where specifically provided by this By-law, only one *dwelling unit* shall be permitted on a *lot*.

4.10 Garden Suites

~~A *garden suite* may be permitted by way of a site-specific Zoning By-law amendment to allow the temporary use of a *garden suite* on a *lot*, in accordance with the following provisions:~~

- ~~a) A *garden suite* shall only be permitted on a *lot* with a purpose designed *single detached dwelling* or *existing semi-detached dwelling*, which is legally permitted within the *applicable zone*.~~
- ~~b) maximum of one *garden suite* shall be permitted on a *lot*.~~
- ~~e) Where a *garden suite* is located on a *lot*, a *bed and breakfast establishment*, *short term rental accommodation*, *group home*, *boarding house dwelling*, *second suite*, or *home occupation* shall be prohibited on the same *lot*.~~
- ~~d) The maximum *building height* of a *garden suite* shall be 5.0 m.~~
- ~~e) A *garden suite* shall only be permitted in the *rear yard*, and shall be setback a minimum of 2.5 m from the *rear lot line*.~~
- ~~f) The minimum interior and *exterior side yard setbacks* of the *zone* shall apply to the *garden suite*.~~
- ~~g) A *garden suite* shall have a maximum *lot coverage* of 35% of the *rear yard*. A *garden suite* shall not be included in the calculation of any other maximum *lot coverage* requirements.~~

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- ~~h) A *garden suite* shall be setback a minimum distance of 1.2 m from all *buildings* located on the *lot*.~~
- ~~i) No *driveways*, other than the *driveway(s)* existing on the *lot* prior to the installation of the *garden suite* shall be permitted.~~
- ~~j) The *garden suite* shall not exceed a maximum *gross floor area* of 50% of the *gross floor area* of the principal dwelling located on the *lot*.~~
- ~~k) One additional *parking spaces* shall be required to accommodate a *garden suite*.~~
- ~~l) Notwithstanding the requirements of this Section, the *zone* regulations may be varied on a site-specific basis through the Zoning By-law Amendment.~~

4.11 Group Homes

No person shall operate a *group home* except in accordance with the following:

- a) A *group home* shall be permitted in a *single detached dwelling*, where it is permitted by this By-law, and provided that it complies with the regulations of the *zone* within which the *group home* is located.
- b) No other *uses* shall be permitted on a *lot used* as a *group home*;
- c) Parking for a *group home* shall be provided in accordance with *Section 5.0* (Parking and Loading Requirements); and
- ~~d) The maximum number of occupants in a *group home* shall be 10 persons, exclusive of staff.~~

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4.12 Height Exceptions

Nothing in this By-law shall apply to restrict the *height* of the following structures:

- a) antenna;
- b) belfry;
- c) chimney;
- d) towers occupiable for access only, such as a spire or clock tower, in all *zones*

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except for a *place of worship* where permitted in a Residential *Zone*;

- e) electric power transmission tower;
- f) flag pole;
- g) construction crane;
- h) ornamental *structure*;
- i) roof-top elevator shaft or roof-top stairway enclosure;
- j) silo;
- k) steeple;
- l) a *mechanical roof top penthouse* containing heating, cooling or other mechanized equipment;
- m) tele-communications tower;
- n) water storage tower; and
- o) windmill.

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provided that no such *structure*, other than a *structure* of a *public use*, occupies in excess of 5 per cent of the *lot area* of the *lot* on which such *structure* is situated or, where such *structure* is situated on the roof of a *building*, ten (10) per cent of the area of such roof, and provided no such *structure* contains any habitable *floor area*.

4.13 Home Occupations

A *home occupation* shall:

- a) be permitted as an *accessory use* in any *single detached dwelling, semi-detached dwelling, , or a townhouse dwelling, or in a building or structure accessory thereto* except where specifically provided otherwise,
- b) not exceed twenty-five (25) percent of the total *gross floor area* of the *dwelling* to a maximum of 30 m² of a *dwelling*;

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- c) not alter the exterior of the *dwelling* as a residence;
- d) not include any *open storage* unless specifically permitted otherwise;
- ~~e) permit the retail sales of products produced on the premises or those products directly associated with the *home occupation* but are restricted to a maximum of 15% of total *gross floor area* associated with the *home occupation*;~~
- f) ~~e)~~ not include the display of any advertising signage visible from the exterior of the *dwelling*, unless in accordance with the City's Sign By-law;
- ~~g) f)~~ require the provision of 1 *parking space* for each *home occupation* requiring visitation by a client not a resident therein, which may be located in a *driveway* in tandem with another required *parking space*;
- g) a maximum of one employee who does not reside in the *dwelling* is permitted on a given shift. Where an employee who does not reside in the *dwelling* is employed, one additional *parking space* shall be required; and,
- h) ~~the external character of the dwelling as a residence shall not change or create a nuisance, particularly in regards to noise, odour, dust and refuse.~~
 - ~~i) Notwithstanding paragraph a) and b) to the contrary, any *dwelling* or *accessory building* in any *zone* may be used by a resident of the said *dwelling* as the work place of:

 - ~~i) an author or an artist;~~
 - ~~ii) a teacher or tutor where instruction is given on a one to one basis, but excluding singing or dance lessons or instruction where musical or other instruments which create a nuisance are used, and provided not more than 1 person is taught, consulted, treated or instructed at any one time;~~
 - ~~iii) a personal care service, provided that not more than 1 of the necessary apparatus or appurtenances, such as a barber or hairdressing or other necessary chair, sink, or table required to serve 1 person at any one time is provided for use in such personal care service;~~
 - ~~iv) a person engaged in a business or profession or performing work related thereto~~~~

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~~where no person other than a resident of the said *dwelling* is required to travel to or from such *dwelling* and shall not involve the *use* of the *lot* as the base of operation for persons other than residents thereof who are employed by or associated with the *home occupation*, or shall not involve the *use* of the *lot* to assemble or rally employees or other persons for transportation to another location off the *lot*, or~~

~~v) a *hobbyist*, provided that:~~

- ~~a) no part of the *lot* or *dwelling* is *used* to display any goods, wares or merchandise, except where such *lot* is in a commercial or industrial *zone*;~~
- ~~b) no part of any required *floor area* or required *parking area* is eliminated for such *use*;~~
- ~~c) not more than 25 per cent of the total *ground floor area* of the *dwelling* is *used* for such *use*; or~~
- ~~d) such *use* does not exceed, in total, 30 m² of any *dwelling* or *accessory building*;~~

4.14 Landscaped Open Space

Landscaped open space shall be provided in accordance with the provisions of the *zone* in which it is required, and shall be subject to the following general provisions:

- a) No part of any *driveway*, *parking area*, *loading space*, roof top terrace, or covered *structures* or enclosed *structures* or space enclosed within a *building*, other than a landscaped area located above an underground *parking area*, shall be considered part of any required *landscaped open space*.
- b) Except as otherwise provided herein, no part of any required *front yard* or required *exterior side yard* shall be *used* for any purpose other than *landscaped open space*.
- c) Where *landscaped open space* is required *abutting* any *lot line* or elsewhere on a *lot*, nothing in this By-law shall apply to prevent such *landscaped open space* from being traversed by *walkways* or permitted *driveways*, except where prohibited in a required *front yard*.

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4.15 Minimum Distance Separation Requirements

- a) Notwithstanding any other provision of this By-law no *livestock facility* shall be erected or enlarged unless it is in compliance with the *Minimum Distance Separation II (MDS II) Formulae* and guidelines developed by the province, as amended from time to time.
- b) No *dwelling* shall be erected or located on any *lot* in the Agricultural (A) *Zone* unless it complies with the requirements of the Ontario Nutrient Management Act and the *Minimum Distance Separation (MDS I) Formulae* and guidelines developed by the province, as amended from time to time.
- c) The *Minimum Distance Separation (MDS) Document* issued by the Ministry of Agriculture, Food and Rural Affairs shall be the formulae *used* for this calculation.

4.16 Model Homes and Temporary Sales Offices

- a) *Model homes* are permitted on lands that have received draft plan of subdivision or *condominium* approval for residential purposes provided that:
 - i) the number of *model homes* does not exceed 20 units or 10% of the *dwelling units* draft approved in the plan of subdivision or *condominium* whichever is the lesser;
 - ii) the *model home* is built within a *lot* defined by the draft approved plan of subdivision or condominium;
 - iii) the *model home* complies with all other requirements of this By-law for the applicable type of *dwelling unit* with the exception of the parking requirements; and,
 - iv) the *buildings* are *used* for the purpose of *model homes* only and shall not be occupied prior to the date of registration of the subdivision, *condominium*, or similar development agreement.
- b) Temporary sales offices for the sale of residential, employment or commercial *lots* or units in a plan of subdivision or condominium are permitted, subject to the following provisions:
 - i) the temporary sales office shall not be permitted until an applicable plan of

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subdivision or condominium has received draft plan approval or the property is in a *zone* that permits the proposed development;

- ii) the temporary sales office shall only be permitted for such period that work within a relevant plan of subdivision or condominium remains in progress, having not been finished or discontinued for 60 days;
- iii) the temporary sales office shall comply with the minimum yards for the applicable *zone*;
- iv) if *parking spaces* are provided, the temporary sales office shall comply with the parking provisions of this By-law; and,
- v) the temporary sales office is located in the plan of subdivision or condominium where the lots or units are being sold.

4.17 Non-Conformity with this By-law

4.17.1 Continuation

Nothing in this By-law shall apply to prevent the *use* of any *existing* lot, *building* or *structure* for any purpose prohibited by this By-law if such *lot*, *building* or *structure* was lawfully *used* for such purpose on the day of passing of this By-law, so long as it continues to be *used* for that purpose.

4.17.2 Repair

Nothing in this By-law shall prevent the repair of an *existing building* or *structure* that was lawfully *used* on November 9, 2000, even though such *building* or *structure* or the *lot* on which such *building* or *structure* is located does not conform to one or more of the provisions of this By-law, provided that the dimensions of the original *building* or *structure* are not increased, the *use* thereof is not *altered* and the yards appurtenant thereto are not reduced except in accordance with the provisions of this By-law.

4.17.3 Extensions

Nothing in this By-law shall prevent a vertical or horizontal extension or addition from being made to an *existing building* or *structure*, that was lawfully *used* on November 9, 2000, even though such *building*, *structure* or the *use* thereof, does not conform to one or more of the provisions of this By-law, provided such extension or addition itself is

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designed, located, *used*, and is otherwise in compliance with the provisions of this By-law.

4.17.4 Legal Existing Lots

Where an *existing lot* having a lesser *lot area*, *lot frontage* or *lot depth* than that required herein is or has been legally held under distinct and separate ownership from *abutting* lots in existence prior to the effective date of this By-law, then the said *lot* shall be deemed to conform to the requirements of this By-law with respect to *lot area*, *lot frontage* or *lot depth*, and the provisions hereof respecting *lot area*, *lot frontage* and *lot depth* shall not apply to prevent the *use* of such *lot*, or the erection, alteration or *use* of a *building* or *structure* thereon in accordance with all other provisions hereof. Where this provision applies, and where more than one *use* or *dwelling unit* type is permitted and are subject to different *lot area*, *lot frontage* or *lot depth* requirements, then the only permitted *uses* or *dwelling unit* shall be the *uses* or the *dwelling unit* type with the most restrictive *lot area*, *lot frontage* or *lot depth* requirement.

4.17.5 Reduction in Lot Area

Where a *lot*, *building*, *structure* or required *parking space* is deemed to be deficient of any requirement of this By-law, and that deficiency is expressly the result of acquisition or expropriation of land by a *public agency*, the *lot*, *building*, *structure* or required *parking space* shall be deemed to comply with the requirements of this By-law.

4.17.6 Lots Created Through Plan of Subdivision or Consent

Where a *lot* is created through a plan of subdivision or consent and where such *lot* creation, causes the *lot* as reduced, or any *building* or *structure* lawfully erected thereon, as of the date of such *lot* creation to become non-conforming with any of the requirements of this By-law, then the *lot* as reduced and any *building* or *structure* thereon shall be deemed to conform to the general *use* regulations of the applicable *zone*, and provided that no *building* or *structure* is erected or altered on the *lot* subsequent to the *lot* creation except in accordance with this By-law.

4.18 Outdoor Swimming Pools and Hot Tubs

- a) No outdoor swimming pool or hot tub, or related walls, *deck* or exterior *walkways* adjacent to such swimming pool or hot tub shall be erected anywhere except:
 - i) in an *interior side yard* or *rear yard* on a residential *lot*; or

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- ii) in a *rear yard setback* of a *through lot* in a residential *zone* where such *lot* is subject to a *reserve* across the *rear lot line* prohibiting access to the *street*; or
 - iii) in any *yard* other than a *required yard* on a *lot* containing a *hotel* or *private club* and located within any *zone* other than a residential *zone*; and,
 - iv) provided that such swimming pool or hot tub, or related walls, or *deck* are not closer than 1.0 m to any *lot line* or, closer to any *street* than the required setback, nor in any *visibility triangle*.
- b) Water circulating or treatment equipment, such as pumps, heaters or filters or *accessory structures*, such as a change area or storage shed, shall not be located closer than 1.0 m to any *lot line*.
 - c) No outdoor swimming pool or hot tub shall be considered part of the *lot coverage* of a *lot*.

4.19 Outside Display and Sale of Goods, Materials and Merchandise

Outside display and sale of goods, materials or merchandise, including *vehicles*, shall only be permitted, in accordance with the following provisions:

- a) Outside display and sale shall be *accessory* to a commercial *use* in a *building* provided that:
 - i) no required *parking space* is *used* for such purposes;
 - ii) any area *used* for outside display and sale shall be maintained as *landscaped open space* or provided and maintained with a stable surface, treated so as to prevent the raising of dust or loose particles and adequately drained;
 - iii) no outside display or sale shall occupy lands within 3.0 m of a *lot line* except within the *Central Business District* as designated on Schedule "A"; and,
 - iv) the outside display or sale of *motor vehicles* shall be setback a minimum distance of 7.5 m from the *lot line* of an *abutting Residential Zone*.

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4.20 Permitted Yard Encroachments

4.20.1 Projection into Required Yards

No part of any *required yard* shall be obstructed by any *building* or *structure* or part thereof except one or more of the following:

- a) *accessory buildings* or *structures* specifically permitted in a *required yard* elsewhere in this By-law;
- b) architectural adornments including, but not necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets and pilasters, projecting not more than 0.5 m into any *required yard*, except that no eaves of any *building* located within a residential *zone* shall be located closer than 0.6 m to any *lot line*;
- c) functional and ornamental *structures* including, but not necessarily restricted to:
 - i) drop awnings, clothes poles, ornamental fountains, statues, monuments, cenotaphs, memorials, planters or garden trellises, not closer than 0.6 m to any *lot line*,
 - ii) fences, boundary and retaining walls, *planting strips* and legal *signs*;
 - iii) ~~covered porches, covered decks, verandahs, sunrooms~~, balconies on top of *porches* or *verandahs*, terraces and exterior steps providing access between *finished grade* and either the *basement* or the *first storey* of a *building*, where such *structures* project not more than 2.5 m into a required *front yard*, a required *exterior side yard* or a required *rear yard*, provided such *structures* do not project into a *visibility triangle*, ~~and shall not be located closer than 1.5 m to any lot line~~;
 - iv) uncovered terraces, with or without walls, fences or *planting strips*, provided such terrace or any walls, fences or *planting strips* do not exceed 0.75 m in *height*, where such terrace, wall, fence or planting strip projects not more than 3.0 m into a required *front yard* or required *exterior side yard*, and shall not be located closer than 1.5 m to any *front lot line* or *exterior side lot line*;
 - v) ~~uncovered decks, patios or terraces, not exceeding 0.5 m in height above grade level, where such structures project not more than 2.5 m into a required rear~~

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~~yard, provided such structure is not closer than 1.0 m to any lot line;~~

~~vi) uncovered decks, patios or terraces, equal to or exceeding 0.5 m in height above grade level, where such structures project not more than 2.5 m into a required rear yard, provided such structure is not closer than 3.0 m to any lot line.~~

v) uncovered structures including decks, patios, porches or terraces, where such structures project not more than 2.5 m into a required rear yard, provided such structure is not closer than 1.0 m to any lot line.

d) *patios* associated with a *restaurant* and other commercial *uses* shall comply with the following:

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i) *patios* shall have a minimum separation distance of 20 m from any residential *zone*;

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ii) *patios* may have a minimum setback of 0 m in the C3 *zone*;

iii) in other *zones* where a restaurant is a permitted *use*, a *patio* may encroach into the required *front yard* provided the *patio* is setback a minimum 1 m from the *front lot line*;

iv) *patios* shall not be located within the *visibility triangle*; and

v) parking shall be provided for the *patio* at the rate of the associated *use*.

e) *porches* or steps connecting to a *porch*, *sunrooms* or *verandahs* where the size of such *structure* is not more than the minimum required by the Ontario Building Code, projecting into a required *front yard*, a required *exterior side yard* or a required *rear yard* in residential *zones*, except for the R5 *zones*;

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f) cantilevered bays having a maximum width of 3.0 m and projecting not more than 1.0 m, exclusive of eaves and cornices, into a required *front yard* or a required *exterior side yard* in residential *zones*;

g) unenclosed fire escapes in which the stair steps and floors are latticed in such a manner that the proportion of voids to solids is not less than two to one and in which guards consist only of hand rails and the structural members necessary to

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- their support, and which do not project more than 1.5 m into any *required yard*, provided such fire escape is not closer to any *lot line* than 0.5 m;
- h) balconies, other than balconies on top of *porches* or *verandahs* projecting not more than 1.5 m into any required *front yard*, or required *exterior side yard* and which do not project into any *visibility triangle*, and shall not be located closer than 3.0 m to a *front lot line*, or *exterior side lot line*; notwithstanding the foregoing, balconies shall have no setback requirement from a front lot line or exterior lot line in the Central Commercial (C3) Zone;
 - i) barrier free ramp required as an access to a *building* provided that no part of the ramp or landing are closer to any *lot line* than 0.8 m, is not located in a *visibility triangle*, and does not project more than 3.5 m into any *required yard*;
 - j) window or wall-mounted furnaces, heat pumps and outdoor free-standing air conditioning units may project into any required *rear yard*, *interior side yard*, or *exterior side yard* a distance of not more than 1.0 m and provided it is no closer than 0.9 m to an *interior* or 1.5 m to a *exterior lot line* or 6.0 m to a *rear lot line*;
 - k) window bays may project into any required *front yard*, *rear yard* or *exterior side yard* a distance of 0.9 m, provided the width is no greater than 3.0 m.

4.21 Planting Strips

- a) ~~Where a lot occupied by a non-residential use other than a park abuts a lot in a residential zone, or where a lot in the Residential Fourth Density (R4) or Residential Fifth Density (R5) Zone abuts a lot in another residential zone, then that part of the said lot abutting such residential lot shall be used for no purpose other than a planting strip having a minimum width of 1.5 m, measured perpendicularly to the said lot line, except that where an opaque fence or wall, hedgerow or row of shrubs or combination thereof, constitutes a required planting strip, the planting strip shall have a minimum width of 0.15 m. Where a lot occupied by a non-residential use other than a park abuts a lot in a residential zone, or where a lot in the Residential Fourth Density (R4) or Residential Fifth Density (R5) Zone abuts a lot in another residential zone, then that part of the said lot abutting such residential lot shall be used for no purpose other than a planting strip having a minimum width of 1.5 m, measured perpendicularly to the said lot line.~~

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- b) Where a fence, wall, hedgerow or row of shrubs or combination thereof constitutes a required *planting strip*, such fence or wall shall have a minimum *height* of 1.5 m, and such hedgerow or row of shrubs shall have a minimum *height* of 1.5 m at maturity, unless otherwise required by this By-law. Within a *visibility triangle*, the maximum *height* of any such feature shall be governed by *Section 4.7* (Daylight Triangles and Visibility Triangles).
- c) Nothing in this By-law shall apply to prevent a required *planting strip* from being traversed by a *walkway* or a permitted *driveway* provided that the minimum angle of intersection between such *driveway* and the said *planting strip* shall be 60 degrees.

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4.22 Public Uses

Nothing in this By-law, save and except for *Section 4.29* (Upper Thames River Conservation Authority Regulated Area), shall apply to prevent the following *uses*, *buildings*, or *structures* in any *zone*:

- a) a *public use* where *used* by a *public agency* to provide a service to the public.
- b) *public utility* uses and *infrastructure*, including, but not limited to: the installation of a watermain, sanitary sewer main, storm sewer main, pumping station, gas main, pipeline, lighting fixture or overhead or underground electrical, cable television, communications/telecommunications or other lines or associated transformers, together with any installations or *structures* appurtenant thereto, excluding an *office* or other work related *structures* by a *public utility*.
- c) Notwithstanding a) and b) above, new *public agency* and *public utility* uses which have noise, odour, vibration and/or dust impacts including sewage treatment plants and water intake / filtration plants shall not be permitted in a Residential Zone, except through a Zoning By-law Amendment.

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provided that any *lot*, *building* or *structure* so *used* shall be designed, landscaped and maintained in general harmony with neighbourhood *uses*.

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4.23 Rooftop Mechanical Equipment and Mechanical Penthouses

The following provisions shall apply where rooftop mechanical equipment is provided on any *lot*, not located in any Residential First Density (R1), Residential Second Density (R2), Residential Third Density (R3) or Residential Fourth Density (R4) *Zone*:

Rooftop mechanical equipment shall be set back a minimum of 5.0 m from all edges of a roof if it is not fully enclosed within a *mechanical roof top penthouse* or screened by an architectural feature.

4.24 ~~Second Suite Regulations~~ Additional Residential Units

~~A second suite may be permitted as an accessory use within a single detached dwelling or semi-detached dwelling, or townhouse dwelling where permitted by this By-law, and subject to the following provisions:~~

4.24.1 ~~Permitted Use Requirements~~

- ~~a) Only one second suite shall be permitted per lot. The principal dwelling shall be a legally permitted use on the lot.~~
- ~~b) A second suite shall not be greater than 50% of the gross floor area of the principal residential dwelling on the lot, up to a maximum size of 100 m².~~
- ~~c) A second suite shall have a maximum of 3 bedrooms.~~
- ~~d) A second suite shall not be permitted on a lot with a boarding house dwelling, group home, bed and breakfast establishment, short term rental accommodation, garden suite or home occupation.~~
- ~~e) A second suite shall only be permitted on a lot serviced by a public water supply system and a public sanitary sewer system where adequate capacity has been confirmed by the City.~~
- ~~f) A second suite shall not be severed from the lot of the principal dwelling or converted into a separate dwelling unit through a Plan of Condominium.~~
- ~~g) A second suite shall be permitted above the Upper Thames River Conservation Authority regulatory area.~~

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4.24.2 ~~Parking Requirements~~

- a) ~~In addition to the parking requirements for the principal dwelling in accordance with the provisions of Section 5.0 (Parking and Loading Requirements), 1 additional parking space for a second suite shall be required and shall be located on the same lot.~~
- b) ~~The required second suite parking space shall not be permitted in tandem with the required parking spaces for the principal dwelling.~~
- c) ~~A minimum of forty (40) percent of the front yard of a lot used for a second suite shall be provided and maintained as landscaped open space and such open space shall not be utilized for parking space and/or driveway purposes.~~

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4.24.3 ~~Entrance Requirements~~

- a) ~~The entrance to a second suite must be independently accessible from a common hallway or stairway inside the building or from an independent entrance from outside the building.~~
- b) ~~Where only one entrance to the second suite is provided, it must not be from the inside of a garage, unless the garage has a separate entrance that provides direct outdoor access.~~
- c) ~~Where the only entrance to a second dwelling unit is provided from the rear yard or interior or exterior side yard, the entrance must be accessed by a continuous, unobstructed walkway of at least 1.0 m in width between the main wall of the building and the side lot line and a municipal number posted in accordance with City by laws.~~

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4.24.4 ~~Restricted Areas~~

- a) ~~Second suites and associated parking areas shall not be permitted within hazard lands.~~
- b) ~~Second suites shall not be permitted on a lot that is only accessible by a private street.~~

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The following requirements contained in Table 4.24 shall apply to permit the construction of an *additional residential unit* (ARU) use accessory to a single detached dwelling, semi-detached dwelling, duplex dwelling, townhouse dwelling or street townhouse dwelling where permitted by this By-law:

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Table 4.24: Additional Residential Units Regulations

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Criteria	Requirements
Number of ARUs per lot	<p>A maximum of two (2) ARUs may be permitted per lot where the primary dwelling is legally permitted on the subject lot and within the primary dwelling provided an ARU is not provided on the same lot in a detached accessory building.</p> <p>A maximum of one (1) ARU may be permitted in a detached building accessory to the primary dwelling provided there is no more than one (1) ARU contained within the primary dwelling.</p>
Size	<p>Notwithstanding Section 4.1, an ARU located within a building accessory to the primary dwelling shall be subject to the following requirement:</p> <p>a) a minimum side yard width and rear yard depth of 1 m;</p> <p>b) not permitted in a front yard or exterior side yard;</p> <p>c) maximum height of 6 m.</p>
Parking	<p>In addition to the parking required for the primary dwelling, one (1) parking space shall be required for each ARU, which may be in the form of tandem parking.</p> <p>A minimum of 40 percent of the front yard shall be provided and maintained as landscaped open space and such open space shall not be utilized for parking space and/or driveway purposes.</p>
Servicing	<p>An ARU shall be serviced by a public water supply system and public sanitary sewer system where adequate capacity has been confirmed by the City.</p>
Access	<p>An ARU shall be independently accessible from a common hallway or stairway within the primary dwelling</p>

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	<p>or from a separate doorway outside the primary dwelling.</p> <p>For an ARU located within a building accessory to the primary dwelling where only one doorway is provided, it shall not be provided from the inside of a garage unless the garage has a separate doorway that provides direct outdoor access.</p> <p>Where the only entrance to an ARU is provided from a rear yard, interior yard or exterior side yard, the entrance shall be accessible by a continuous, unobstructed walkway of at least 1 m in width between the main wall of the primary dwelling and the side lot line and a municipal number posted in accordance with City by-laws.</p>
Restrictions	<p>An ARU shall not be permitted on a lot which contains a boarding house, group home, bed and breakfast establishment, short term rental accommodation or home occupation.</p> <p>An ARU or part thereof shall not be permitted within hazard lands.</p>

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4.25 Servicing Requirements

- a) No *building* shall be erected or enlarged unless the applicable *lot* is serviced by a *public* water supply system and a *public* sanitary sewer system.
- b) Notwithstanding subsection a) above, in the Agricultural (A) *Zone*, no *building* shall be erected or enlarged unless the requirements for service connections defined by the Ontario Building Code are provided.

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4.26 Setbacks

4.26.1 Required Setbacks

- a) The minimum *front yard* setback and *exterior side yard* setback is measured from

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the design width of the street listed in Schedule B.

- b) No *building* or *structure* shall be erected closer to a *street* than as set out in Table 4.26.1:

Table 4.26.1: Minimum Required Setbacks

Street Classification	Street Allowance	Minimum Required Setback [1]
Local Street	-	7.5 m
Arterial Street	30 m or greater	7.5 m
Arterial Street	30 m or less	7.5 m plus the <i>street</i> widening required for that side of the <i>existing street</i> necessary to create a 30 m wide <i>street allowance</i>
Two Lane Collector Street	23 m or greater	7.5 m
Two Lane Collector Street	23 m or less	7.5 m plus the <i>street</i> widening required for that side of the <i>existing street</i> necessary to create a 23 m wide <i>street allowance</i>
Four Lane Collector Street	30 m or greater	7.5 m
Four Lane Collector Street	30 m or less	7.5 m plus the <i>street</i> widening required for that side of the <i>existing street</i> necessary to create a 30 m wide <i>street allowance</i>

Additional Regulations to Table 4.26.1

1. Except where the setback of such *building* or *structure* is otherwise specifically set out in the *zone* provisions, in which case, the lesser setback shall apply, or where such *building* or *structure* is specifically permitted in a required *front*

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yard or a required *exterior side yard* elsewhere herein provided; however, in no case shall a *private garage* be setback less than 6.0 m from any *street*.

4.26.2 Setback Dimension Considered a Required Yard

Any part of a *building* situated closer to a *street* than the required *setback* shall be considered a *required yard* for the purpose of this By-law.

4.26.3 Street Widening

- a) Where the width of a *street* or part thereof as shown on Schedule "B" is increased hereafter and the increased width is greater than the design width of the *street allowance* as shown on Schedule "B", the *setback* required adjacent to such *street* or part thereof, shall be reduced by the amount of the said increase that is greater than the design width of the *street allowance*, provided that no required *setback* determined in accordance with this provision shall be less than that as set out in *Section 4.7* (Daylight Triangles and Visibility Triangles).
- b) Where an *abutting street width* is less than the design width of the *street allowance* as indicated on Schedule "B" to this By-law, one-half of the required design width of the *street allowance* shall be dedicated to the agency having jurisdiction of the *abutting street*.

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4.26.4 Established Building Lines in Residential and MUR Zones

In any residential or mixed use residential zone where the *lot* has a frontage of not more than 20m, the required *front yard* depth may be reduced:

- a) where a vacant *interior lot* abuts *lots* on which dwellings have setbacks from the *front lot line* or *exterior side lot line* of a lesser depth than that required by this by-law, the minimum setback from the *front lot line* for any dwelling to be erected on the said vacant *interior lot* is equal to the average of the setbacks from the *front lot line* of the dwellings on the abutting *lots* but shall not be greater than the minimum *front yard* setback required for the *zone*;
- b) the average of the established *building line* on the *lot*, where such *lot* is occupied by an *existing dwelling*, and on the two *lots* between which the *lot* is located, in the case of a *lot* other than a *corner lot*; or
- c) where a vacant *corner lot* abuts a *lot* on which a dwelling has setbacks from the

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front lot line of a lesser depth than that required by this by-law, the minimum setback from the *front lot line* for any dwelling to be erected on the *corner lot* is equal to the setback from the *front lot line* of the dwelling on the abutting *lot*;

- e) Provided it does not conflict with *Section 4.7* (Daylight Triangles and Visibility Triangles) of this By-law.

4.26.5 Exterior Side Yard

Notwithstanding the minimum *exterior side yard* requirements of this By-law, where a *corner lot* is sited so that the *rear yard* of the *lot* abuts an adjacent *rear yard*, the *exterior side yard* shall be subject to the minimum *setback* requirement of the *interior side yard*.

4.26.6 Front Yard Setbacks for Specific Streets

No *building* or *structure* shall be erected closer to a *local street* or any *local street* created after the date of the passing of this By-law than as setout in the applicable zone except where the setback of such *building* or *structure* is otherwise specifically listed below:

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Table 4.26.2: Front Yard Setback for Specific Streets

Street	From	To	Side	Setback (m)
Brant				4.5
Cherry				5
Cobourg Lane				4.5
Crooks	Louise	Blake		4.5
Daly				5
Dawson	within the cul-de-sac	within the cul-de-sac		3
Denison	within the cul-de-sac	within the cul-de-sac		3
Duke				4.5
Elm	Nelson	Dufferin	north	5
Elm	Railway	Dufferin	south	5
Grange			south	5
Grange	Nile	Front	north	4.5
Guelph			south	4.5
High				4.5
Joffre	within the cul-de-sac	within the cul-de-sac		3
Kent Lane				4.5
Kent Street				4.5
Morison	within the cul-de-sac	within the cul-de-sac		3
Perth				5
Rebecca	Nile	Front		4.5
Ross				5
T.J. Dolan				4.5
Worsley	Birmingham	115 m westerly		4.5

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4.27 Shipping Containers

- a) *Shipping containers* shall only be permitted on a *lot* as an *accessory use* within an, Institutional, Industrial, Agriculture, Theatre, Grand Trunk Anchor District or Commercial *Zone*, except in a C1 or C3 *Zone*.
- b) *Shipping containers* shall not be permitted in the *front yard* or *exterior side yard*.
- c) *Shipping containers* shall not be permitted within any *required yard setback*.
- d) Notwithstanding item a), shipping containers may be used as an accessory building or structure where permitted provided the exterior of the shipping container is claddedis cladded with building materialrespectful of the principle use and the surrounding area, and, with the effect of not having the appearance of a shipping container.

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4.28 Source Protection (Wellhead Protection Areas)

- a) Notwithstanding any other provision of this By-law, on any *lot* located within each of the following geographic areas as delineated on Schedule "C", the corresponding *uses* or activities identified in *Table 4.28* shall be prohibited.
- b) Notwithstanding, subsection a), where a *use* or activity is prohibited in *Wellhead Protection Area A*, *Wellhead Protection Area B* or *Wellhead Protection Area C*, as indicated in *Table 4.28*, and the *use* or activity was legally *existing* prior to the effective date of this By-law, the *use* or activity shall continue to be permitted in conformity with the Source Protection Plan and the permitted *uses* of the underlying *zone*, but no expansion of any *building* or *structure* or increased activity for the prohibited *use* or activity as indicated in *Table 4.28* shall be permitted.

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Table 4.28: Prohibited Uses and Activities in Wellhead Protection Areas

Area (as delineated on Schedule "C")	Prohibited Uses and Activities
<i>Wellhead Protection Area A (WHPA-A)</i>	<ul style="list-style-type: none"> i) Land application of untreated septage; ii) The storage, treatment or discharge of tailings from mining operations; iii) The storage of hazardous or liquid industrial waste; iv) The storage of sewage; v) <i>Uses, buildings or structures</i> that would require a new septic system or septic system holding tank, with the exception of those required for a municipal water supply well; vi) Application of Non-Agricultural Source Material (NASM) to land; vii) The handling and storage of commercial fertilizer that would be stored at facilities where it would be sold or <i>used</i>; viii) The application of pesticides to land; ix) The handling and storage of pesticides (greater than 2500 kg) at a facility where they are manufactured, distributed or processed; x) The handling and storage of road salt in any form (solid, liquid, mixed with sand and including for the <i>use</i> as a dust suppressant); xi) The handling and storage of fuel; xii) The handling and storage of dense non-aqueous phase liquids (DNAPLs), through all phases of its life cycle including disposal; and xiii) The handling and storage of organic solvents, through all phases of its life cycle including disposal.
<i>Wellhead Protection Area B (WHPA-B)</i>	All of the <i>uses</i> and activities prohibited in <i>WHPA-A</i> area.
<i>Wellhead Protection Area C (WHPA-C)</i>	<ul style="list-style-type: none"> i) The storage of hazardous or liquid industrial waste; and ii) The storage of sewage.

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4.29 Upper Thames River Conservation Authority Regulated Area (Schedule "A" Overlay)

The *Upper Thames River Conservation Authority's Regulated Area*, as illustrated on Schedule "A" as an overlay, indicates the areas that are subject to *Upper Thames River Conservation Authority* regulation under Section 28 of the Conservation Authorities Act, 1990, as amended, for any development (including site alteration), any interference with wetlands and alterations to shorelines and watercourses. In this regard, the *Upper Thames River Conservation Authority* must be contacted prior to any such work taking place in the *Regulated Area*. The underlying *zone* category on Schedule "A" shall apply in addition to the provisions of this Section.

Development in the Conservation Authorities Act, 1990, as amended, is defined as (a) the construction, reconstruction, erection or placing of a *building* or *structure* of any kind; (b) any change to a *building* or *structure* that would have the effect of altering the *use* or potential *use* of the *building* or *structure*, increasing the size of the *building* or *structure* or increasing the number of *dwelling units* in the *building* or *structure*; (c) site grading; or (d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

The *Regulated Area* overlay may differ from the area delineated on Schedule "A", as it may be subject to changes resulting from new environmental information obtained by the *Upper Thames River Conservation Authority* over time. The boundaries of the *Regulated Area* shall be determined by *Upper Thames River Conservation Authority*. In case of a conflict between the description of the *Regulated Area* in the text of the regulation and the areas as shown on Schedule A, the description of the *Regulated Area* in the regulation prevails. An amendment to this By-law shall not be required to update or revise the limits of the *Regulated Area* as illustrated on Schedule "A".

The following provisions shall apply to all lands within the *Upper Thames River Conservation Authority Regulated Area* (on Schedule "A" or to lands that meet the description of *regulated areas* in *Upper Thames River Conservation Authority* regulation):

- a) Development (as defined above) is subject to *Upper Thames River Conservation Authority* review and may require a permit pursuant to *Upper Thames River Conservation Authority* regulation, prior to any works taking place.
- b) The *Regulated Area* shown on Schedule "A" may be subject to change. The final

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boundaries of the *Regulated Area* shall be determined by the *Upper Thames River Conservation Authority*.

- c) The following *uses* shall be prohibited in lands identified as *hazard lands*, as determined by the Municipality in consultation with the *Conservation Authority*:
 - i) *institutional uses* including *hospitals*, long-term care homes, *retirement homes*, *day cares centres*, and *schools*;
 - ii) essential emergency services including fire, police, ambulance stations and electrical substations; and
 - iii) associated with the disposal, manufacture, treatment or storage of *hazardous substances*, but excluding *public uses* and *public utility uses* where required.

4.30 Walkways

4.30.1 Location and Width

- a) *Walkways* shall be permitted in any *yard*, including a *required yard*, except that, where a *front yard* is less than 8.0 m in width, no *walkway* shall be permitted in addition to a *driveway* within the front 4.5 m of any *front yard* where such *walkway* would reduce the *landscaped open space* to less than 3.0 m in width.
- b) No *walkway* leading to a *dwelling*, other than an *apartment building*, shall exceed 1.5 m in width, except that, any *walkway* that is adjacent to, or is within 0.5 m of and runs parallel to a *driveway*, shall not exceed 1.0 m in width.
- c) Any *walkway* adjacent to a *driveway* shall be separated from such *driveway* by a minimum of 0.5 m of *landscaped open space* or by a minimum *height* of 10 cm above the grade of such *driveway* where it *abuts* the *walkway*.
- d) Where a *walkway* runs parallel to a *driveway* and is located directly adjacent to a *driveway*, the *walkway* shall be considered part of the *driveway*.
- e) Where a *walkway* runs parallel to a *driveway* and is located greater than 3.0 m from the *driveway*, the *walkway* with a maximum width of 1.5 m shall be included in the calculation of *landscaped open space*.

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SECTION 5

PARKING AND LOADING REQUIREMENTS

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5.1 Minimum Parking Space Requirements

- a) The minimum number of *parking spaces* for motor *vehicles* shall be provided and maintained on a *lot* in accordance with *Table 5.1*.

Table 5.1: Minimum Parking Space Requirements

Use	Minimum Number of Parking Spaces
<i>adult entertainment establishment</i>	1.0 per 18 m ² of <i>net floor area</i>
<i>agricultural equipment sales or rental establishment</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>amusement arcade</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>amusement park</i>	1.0 per 10 m ² of <i>net floor area</i>
<i>animal shelter</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>auditorium</i>	1.0 per 18 m ² of <i>net floor area</i>
<i>auction sales establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>bed and breakfast establishment</i>	Refer to <i>Section 4.3</i>
<i>brew-pub</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>brew your own establishment</i>	1.0 per 40 m ² of <i>net floor area</i>
<i>building materials yard</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>bus transportation terminal</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>car wash</i>	1.0 in addition to the required <i>stacking spaces</i> as provided in <i>Section 4.8</i> (Drive Through, Stacking lanes and Stacking Spaces)
<i>cemetery</i>	no minimum requirement
<i>clinic</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>conservation use</i>	no minimum requirement
<i>contractors' yard or shop</i>	1.0 <i>parking spaces</i> per 80 m ² of net floor area
<i>convenience store</i>	1.0 per 15 m ² of <i>net floor area</i> ③
<i>crematorium</i>	1.0
<i>data centre</i>	1.0 per 50 m ² of <i>net floor area</i>
<i>day care centre</i>	1.0 per 35 m ² of <i>net floor area</i>
<i>dry cleaning establishment</i>	1.0 per 100m ² of <i>net floor area</i>
<i>dry cleaning drop off establishment</i>	1.0 per 30 m ² of <i>net floor area</i>

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Use	Minimum Number of Parking Spaces
<i>dwelling:</i>	
<i>additional residential unit</i>	1.0 per <i>dwelling unit</i>
<i>apartment building</i>	1.25 per <i>dwelling unit</i> ①
<i>back-to-back townhouse dwelling</i>	1.5 per <i>dwelling unit</i> ①②
<i>boarding house dwelling</i>	1.0 plus 1 per 2 <i>guest rooms</i>
<i>cluster townhouse dwelling</i>	1.5 per <i>dwelling unit</i> ①②
<i>converted dwelling</i>	1.0 per <i>dwelling unit</i>
<i>duplex dwelling</i>	1.5 per <i>dwelling unit</i>
<i>quadruplex dwelling</i>	1.0 per <i>dwelling unit</i>
<i>semi-detached dwelling</i>	2.0 per <i>dwelling unit</i>
<i>single detached dwelling</i>	2.0 per <i>dwelling unit</i>
<i>stacked townhouse dwelling</i>	1.5 per <i>dwelling unit</i> ①②
<i>street townhouse dwelling</i>	2.0 per <i>dwelling unit</i>
<i>triplex dwelling</i>	1.0 per <i>dwelling unit</i>
<i>equipment rental establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>equipment service establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>factory store</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>financial institution</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>fitness club</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>food processing establishment</i>	1.0 per 80 m ² of <i>net floor area</i>
<i>fuel storage depot</i>	1.0
<i>funeral home</i>	1.0 per 20 m ² of <i>net floor area</i>
<i>garden centre</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>garden suite</i>	Refer to <i>Section 4.10</i>
<i>gas bar</i>	2.0
<i>golf course</i>	6.0 per hole, plus 1.0 per 25 m ² of <i>net floor area</i> for any <i>accessory uses</i>
<i>group home</i>	2.0
<i>hospice</i>	1.0 per each resident care
<i>hospital</i>	1.0 per 2 beds

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PARKING AND LOADING REQUIREMENTS

Use	Minimum Number of Parking Spaces
<i>hostel</i>	1.0 per 4 beds plus, either 1.0 additional <i>parking space</i> plus 1.0 <i>loading space</i> for the parking of a bus or 4.0 additional <i>parking spaces</i>
<i>hotel</i>	1.0 per guestroom, plus 1.0 per 30 m ² of <i>net floor area</i> outside of a guestroom
<i>industrial mall</i>	1.0 per 65 m ² of <i>net floor area</i>
<i>industrial use</i>	1.0 per 80 m ² of <i>net floor area</i>
<i>inn</i>	1.0 per <i>guest room</i> plus 1.0 per <i>dwelling unit</i>
<i>large merchandise outlet</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>laundromat</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>library</i>	1.0 per 28 m ² of <i>net floor area</i>
<i>licensed gaming establishment</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>merchandise rental shop</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>merchandise service shop</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>motor vehicle repair shop</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>motor vehicle body shop</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>motor vehicle sales or rental establishment</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>motor vehicle service station</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>nursery</i>	1.0 per 70 m ² of <i>net floor area</i>
<i>nursing home</i>	1.0 per 3 beds
<i>office:</i>	
<i>professional office</i>	1.0 per 50 m ² of <i>net floor area</i>
<i>business office</i>	1.0 per 50 m ² of <i>net floor area</i>
<i>performing arts studio</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>personal care establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>personal service establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>pet grooming establishment</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>private club</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>private home day care</i>	1.0 additional space
<i>recreational entertainment establishment</i>	1.0 per 15 m ² of <i>net floor area</i>

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Use	Minimum Number of Parking Spaces
<i>recreational park</i>	1.0 per 18.0 m ² of <i>net floor area</i> ; plus 4 <i>parking spaces</i> per outdoor playing court; plus 12 <i>parking spaces</i> per outdoor playing field
<i>recreational vehicle sales or rental establishment</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>place of worship</i>	1.0 per 4 persons capacity in the largest place of assembly
<i>restaurant:</i>	
<i>drive-in restaurant</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>eat-in restaurant</i>	1.0 per 10 m ² of <i>net floor area</i>
<i>take-out restaurant</i>	1.0 per 10 m ² of <i>net floor area</i>
<i>retail store</i>	Greater than 2,000 m ² - 1.0 per 30 m ² of <i>net floor area</i> less than or equal to 2000 m ² - 1.0 per 25 m ² of <i>net floor area</i>
<i>retirement home</i>	1.0 space for every 2 <i>dwelling units</i> or rooms (if units are not proposed) ①
<i>salvage yard</i>	1.0 per 30 m ² of <i>gross floor area</i> which accommodates the <i>office</i> and retail components of the <i>use</i>
<i>second-suite</i>	Refer to <i>Section 4.24</i>
<i>school:</i>	
<i>commercial school</i>	1.0 per 20 m ² of <i>net floor area</i>
<i>elementary school</i>	1.5 per classroom, not including any portables
<i>private school</i>	for elementary, 1.5 per classroom, not including any portables for secondary, 4.0 per classroom, not including any portables
<i>secondary school</i>	4.0 per classroom, not including any portables
<i>post-secondary school</i>	1.0 per classroom plus 1 per 100 m ² of <i>net floor area</i>
<i>scientific or medical laboratory</i>	1.0 per 80 m ² of <i>net floor area</i>
<i>self-storage establishment</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>service trade</i>	1.0 per 30 m ² of <i>net floor area</i>

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Use	Minimum Number of Parking Spaces
<i>shopping centre</i>	Greater than 2,000 m ² : 1.0 per 30 m ² of <i>net floor area</i> less than or equal to 2000 m ² : 1.0 per 25 m ² of <i>net floor area</i>
<i>short term rental accommodation</i>	Refer to <i>Section 4.3</i>
<i>studio</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>supermarket</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>tavern</i>	1.0 per 6.0 m ² of <i>net floor area</i>
<i>taxi dispatch establishment</i>	1.0 per 6.0 m ² of <i>net floor area</i>
<i>theatre</i>	1.0 per 4 persons seating capacity
<i>theatre classroom</i>	No additional parking required if on the same <i>lot</i> as a <i>theatre</i>
<i>theatre retail store</i>	No additional parking required if on the same <i>lot</i> as a <i>theatre</i>
<i>theatre restaurant</i>	No additional parking required if on the same <i>lot</i> as a <i>theatre</i>
<i>trailer camp</i>	1.0 per 4 camp sites
<i>truck terminal</i>	1.0 per 100 m ² of <i>net floor area</i>
<i>veterinarian clinic</i>	1.0 per 30 m ² of <i>net floor area</i>
<i>video rental establishment</i>	1.0 per 15 m ² of <i>net floor area</i>
<i>warehouse</i>	1.0 per 100 m ² of <i>net floor area</i>
all other non-residential <i>uses</i> permitted herein	1.0 per 30 m ² of <i>net floor area</i>

Additional Regulations for Minimum Parking Space Requirements of Table 5.1

Visitor Parking Requirements:

1. Of the total number of *parking spaces* required, 0.25 of the *parking spaces* required per *dwelling* shall be designated as visitor *parking spaces*.
2. The visitor *parking spaces* for a *townhouse dwelling* and *apartment building in a condominium* shall be located on a parcel of land tied to a common area.

Other:

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3. The parking rate for a *convenience store* accessory to a *gas bar* is 1.0 per 20 m² of *net floor area*.

5.1.1 Shared Parking Space Requirements for Mixed Use Developments

For mixed-*use* developments, such as *apartment buildings* and commercial *uses*, where more than one of the *uses* listed in *Table 5.1.1* are located on the same *lot*, the overall *parking space* requirement may be reduced through the sharing of *parking spaces*, and the cumulative total of *parking spaces* required for all the *uses* on the *lot* may be calculated as follows:

- a) Calculate the minimum required *parking spaces* for each *use* in the mixed-*use* development in accordance with *Section 5.1* (Minimum Parking Space Requirements) of this By-law;
- b) Multiply the number of *parking spaces* required in the By-law by the occupancy rate for each *use* in each of the three time periods in *Table 5.1.1*;
- c) For each time period add the *parking space* calculations for all the *uses* to arrive at a cumulative total; and
- d) The largest cumulative total of all the *uses* in any time period is the minimum number of required *parking spaces* required for the *lot*.

All required *parking spaces* must be accessible for all *uses* at all times and may not be reserved for any specific *use*.

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Table 5.1.1: Shared Parking Space Formulae

Use	Morning Occupancy Rate	Afternoon Occupancy Rate	Evening Occupancy Rate
<i>Office</i> (including a <i>clinic</i> , <i>professional office</i> , or <i>business office</i>)	1.00	0.95	0.10
Retail/Commercial Use, <i>Shopping Centre</i>	0.60	1.00	0.85
<i>Restaurant</i>	0.20	0.60	1.00
Visitor Parking for an Residential <i>Dwelling</i>	0.20	0.35	1.00
<i>Hotel</i>	0.70	0.70	1.00

5.1.2 Calculation of Required Parking Spaces

5.1.2.1 Rounding

Where part of a *parking space* is required, such part shall be considered one *parking space* for the purpose of calculating the minimum total *parking space* requirements.

5.1.2.2 Multiple Uses on a Lot

Where a *building* or *structure*, other than a *shopping centre* or an *industrial mall*, or *lot* accommodates more than one *use*, the *parking space* requirements for the *lot* shall be the sum of the requirements for the individual *uses*, unless the *Section 5.1.1* (Shared Parking Spaces for Mixed Use Developments) apply.

5.1.2.3 Building Additions and Change of Use

Parking spaces shall be provided for any addition to a *building* or *structure* or a change in *use*, except that, where a *building* or *structure* has less than the required *parking spaces* as of the effective date of this By-law, this By-law shall not be interpreted to require that the deficiency be made up in the event of an addition or change of *use* provided that any parking required for such addition or change of *use* is provided.

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5.2 Parking Space Dimensions and Requirements

- a) A *parking space* not located in a *private garage* shall have a minimum width of 2.8 m and a minimum length of 5.6 m, except that:
- i) the minimum width shall be 2.4 m for a *parking space* associated with a *single detached dwelling, converted dwelling, semi-detached dwelling, or a townhouse dwelling*;
 - ii) the minimum width for a *parking space*, other than for a *single detached dwelling, converted dwelling, semi-detached dwelling or a townhouse dwelling*, shall be 3.0 m where the side of such *parking space abuts* either a *lot line*; a wall; or other obstruction or part thereof which is 0.2 m or more in *height* above the surface of such *parking space* in any area where a *vehicle* door would open;
 - iii) a parallel or angled *parking space* which is less than 59 degrees shall have a minimum width of 2.8 m and a minimum length of 6.5 m.
- b) The minimum dimensions of a *parking space* located in a *private garage* shall be 5.6 m in length and:
- i) the minimum width shall be 2.8 m;
 - ii) the minimum width of a *private garage* opening providing access to a *parking space* shall be 2.4 m.
- c) The minimum dimension of a *parking space* provided with the length parallel to the aisle or *driveway* shall be 2.8 m in width and 6.8 m in length.
- d) All required *parking spaces* shall be provided on the same *lot* occupied by the *building, structure* or *use* for which such *parking spaces* are required.

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Notwithstanding the above, in a Commercial, Industrial or Institutional *zone*, any amount of the required number of *parking spaces* may be provided on another *lot* that is located within 200 m of the subject *lot*. Where any *parking spaces* are provided on another *lot* in which the *use* is located, a Site Plan Agreement or other agreement shall be executed with the City. Such agreement shall be *registered* on the title of the lands *used* for the *parking*

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spaces to ensure the required number of *parking spaces* on the subject *lot* are retained. Notwithstanding the above, required visitor *parking spaces*, *barrier free parking spaces*, *loading spaces* and *bicycle parking spaces*, where required by this By-law, shall not be accommodated on another *lot*.

5.3 Driveway, Parking Aisle and Parking Area Requirements

5.3.1 Driveway and Parking Aisles Dimensions

- a) *Driveways* leading directly to a *parking area*, and *parking aisles* shall have a minimum unobstructed width of 6.0 m where two-way traffic is permitted, except that:
 - i) the minimum *driveway* width required for any *driveway* associated with a *single detached dwelling*, *semi-detached dwelling*, or *townhouse dwelling* shall be 2.4 m;
 - ii) the minimum *driveway* width required for any *driveway* providing access to no more than 4 *parking spaces* required for a residential *dwelling*, exclusive of any right-of-way, shall be 3.0 m, regardless of the direction of traffic flow;
 - iii) the minimum *driveway* width required for any *driveway* associated with an *existing building* in the MUR *zone*, providing access to no more than 8 *parking spaces*, shall be 3.0 m, regardless of the direction of traffic flow. The minimum *driveway* width required for any *driveway* associated with an *existing building* in the MUR *zone*, providing access to 8 or more *parking spaces*, shall be 3.5 m; and
 - iv) where one-way direction of traffic flow is permitted and indicated by *signs* and markings, where required the minimum *parking aisle* width shall be as indicated in *Table 5.3.1*, and as illustrated on the following figure:

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Table 5.3.1: Minimum Aisle Width for One-way Traffic

Angle of Parking Space (A) Dimension	Minimum Aisle Width (m) (B) Dimension
0° - 40° parking	3.5 m
41° - 55° parking	4.5 m
56° - 70° parking	5.5 m
71° - 90° parking	6.0 m

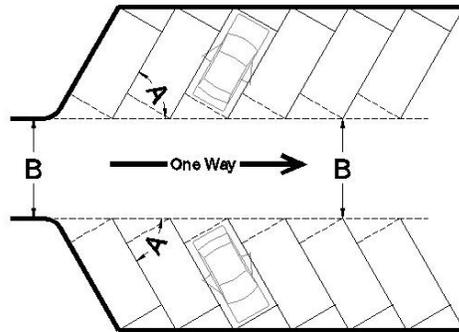


Illustration of one-way aisle width requirements based on angle of parking space

- b) For all Residential Zones, the maximum width of a driveway shall be the lesser of 8.0 m or 50% of the frontage of the lot, measured along the street line. Within any required yard, no driveway providing access to a parking area shall exceed the width of the parking area.
- c) For all Industrial Zones, the maximum width of a driveway shall be 10.0 m, measured along the street line; and
- d) For all other Zones, the maximum width of a driveway shall be 9.0 m, measured along the street line.
- b) ~~The maximum width of a driveway associated with:~~
- i) ~~a dwelling shall be 8.0 m, except that:~~
- ~~no driveways shall exceed in total width, one-half the width of the~~

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- ~~lot facing the street, and,~~
- ~~no driveway leading directly to a parking area shall exceed the width of the parking area to which the driveway leads, within the required yard setback. Notwithstanding, where a parking area is 5.5 m in width or less, the driveway may have a maximum width of 5.5 m or 40% of the width of the lot, whichever is the lesser.~~
- ~~ii) an industrial use in an Industrial Zone shall be 10.0 m; and~~
- ~~iii) any other use or building not specified herein shall be 9.0 m;~~
- ~~which shall be measured parallel to the street, at any point on the lot closer to the street than the setback required.~~

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5.3.2 Location of Driveways, Parking Areas and Parking Aisles

- a) Except as otherwise provided herein, driveways shall be permitted in any yard, including any required yard.
- b) The location of uncovered surface parking areas and parking aisles are prohibited in required yard setbacks, except in accordance with Table 5.3.2, and unless otherwise legally permitted prior to the passing of this By-law.

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Table 5.3.2: Location of Driveways, Parking Areas and Parking Aisles

	Use	Where Parking Areas & Parking Aisles are Permitted	Special Requirements
i)	Single detached dwelling Semi-detached dwelling Boarding house dwelling Converted dwelling Group home Street townhouse dwelling	Permitted in a driveway in the required front yard setback, interior side yard setback, or rear yard setback.	none

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	Use	Where Parking Areas & Parking Aisles are Permitted	Special Requirements
ii)	<p><i>Duplex dwelling</i> <i>Triplex dwelling</i> <i>Quadruplex dwelling</i> <i>Cluster townhouse dwelling</i> <i>Stacked townhouse dwelling</i> <i>Back-to-back townhouse dwelling</i></p>	<p>Permitted in a <i>driveway</i> in the required <i>front yard setback</i>, <i>interior side yard setback</i>, or <i>rear yard setback</i>.</p> <p>Permitted in a <i>parking area</i> in the required <i>interior side yard setback</i> or <i>rear yard setback</i>.</p> <p>Permitted in a <i>parking area</i> in the <i>front yard</i> or <i>exterior side yard</i>, but not within a required <i>front yard</i> or <i>exterior side yard setback</i>.</p>	<p>Cannot be located closer than 0.5 m to any <i>interior side lot line</i> or 1.5 m to a <i>rear lot line</i>.</p>
iii)	<p><i>Apartment building</i></p>	<p>Permitted in a <i>parking area</i> in the required <i>interior side yard setback</i> and required <i>rear yard setback</i>.</p> <p>Permitted in a <i>parking area</i> in the <i>front yard</i> or <i>exterior side yard</i>, but not within a required <i>front yard</i> or <i>exterior side yard setback</i>.</p>	<p><i>Parking Areas</i> and <i>parking aisles</i> must be separated from any <i>lot line</i> by a <i>planting strip</i> in accordance with <i>Section 4.21</i> (Planting Strips).</p>

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	Use	Where Parking Areas & Parking Aisles are Permitted	Special Requirements
iv)	All other <i>uses</i>	<p>Permitted in a <i>parking area</i> in the required <i>interior side yard setback</i> and required <i>rear yard setback</i>.</p> <p>Permitted in a <i>parking area</i> in the <i>front yard</i> or <i>exterior side yard</i>, but not within a required <i>front yard</i> or <i>exterior side yard setback</i>.</p>	<p><i>Parking areas</i> and <i>parking aisles</i> must be separated from any <i>lot line</i> by a <i>planting strip</i> in accordance with <i>Section 4.21</i> (Planting Strips).</p>
v)	Any <i>use</i> on a <i>lot abutting</i> an arterial or <i>four lane collector street</i> on Schedule "B"	<p>Permitted in a <i>parking area</i> in the required <i>front yard</i>, <i>exterior side yard</i>, <i>interior side yard</i> and <i>rear yard setback</i>.</p>	<p><i>Parking areas</i> and <i>parking aisles</i> must be separated from any <i>lot line</i> by a <i>planting strip</i> in accordance with <i>Section 4.21</i> (Planting Strips).</p> <p><i>Parking areas</i> and <i>parking aisles</i> cannot be located less than 7.5 m from the <i>street line</i> where the <i>street</i> is shown as having a width of 30 m or greater on Schedule "B," and <i>parking areas</i> and <i>parking aisles</i> cannot be located less than 7.5 m plus the amount required from that side of the <i>street</i> to create a 30 m wide <i>street</i> where the <i>street</i> is shown as having an existing width of less than 30 m on Schedule "B".</p>

Additional Regulations for Table 5.3.2

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1. Notwithstanding the provisions of *Table 5.3.2*, for a *through lot*, *driveways*, *parking areas* and *parking aisles* may be permitted in a required *rear yard setback*, provided a *parking area* and *parking aisle* is located no closer than 0.5 m to an *interior side lot line* and 1.5 m to a *rear lot line* or *exterior side lot line*.
2. A *driveway*, *parking area*, or *parking aisle* may be established closer than 1.5 m to any *lot line abutting a lot* with an *existing structure* in the MUR *Zone*.
3. Nothing in this By-law shall prevent a *driveway* from crossing a *lot line* in order to provide access to a *lot* from either an *abutting lot* or an *improved street*.
4. More than one of the provisions of *Table 5.3.2*. may apply to a *lot*.

5.3.2.1 Central Business District

Notwithstanding *Section 5.3.2* (Location of Driveways, Parking Areas and Parking Aisles), for any non-residential, mixed-*use* development, or *apartment building* in the *CBD*, no *parking area* shall be permitted in any part of the *front yard* and/or *exterior side yard* that is located between the front and/or exterior side face of the *building* and the *front lot line* and/or *exterior side lot line*.

5.3.3 Access to Parking Areas and Parking Spaces

- a) Access to *parking areas* shall be provided from an *improved street* by means of one or more unobstructed *driveways*, provided that:
 - i) in any *zone*, other than a C4 *zone*, no *lot* shall have more than one *driveway* located within 30 m of another *driveway*, measured along the *street line*, and,
 - ii) in a C4 *zone*, the minimum distance between any *driveway* providing access to one or more *lots*, shall not be located within 30 m of another *driveway*, measured along the *street line*.
- b) Every required *parking space* shall be accessible to a *vehicle* at all times and *vehicular* access to any such *parking space* shall not be impeded by any obstruction except as otherwise provided herein.
- c) Nothing in this subsection shall apply to prevent the erection of a gate, a temporary barrier or similar obstruction *used* solely to restrict access over a *driveway* and designed to be raised, swung aside or otherwise opened or removed when necessary to permit passage of a *vehicle*.
- d) Nothing in this subsection shall apply to prevent *tandem parking* within a *driveway*

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exclusively devoted to a single *dwelling unit* to a depth of two vehicles, and in accordance with any other provisions of this By-law. *Tandem parking* shall not be permitted for designated visitor *parking spaces*.

- e) The minimum angle of intersection between a *driveway* and a *street line* shall be 60 degrees.
- f) The minimum distance between a point of intersection of *street lines* and a *driveway* providing access to a *lot* from an *improved street*, measured along the *street line*, shall be the greater of 7.5 m or the requirements of *Section 4.7* (Daylight Triangles and Visibility Triangles), except that:
- i) in a C4 *zone*, the minimum shall be 25 m;
- ii) where an *arterial street* intersects an *arterial street* or a *collector street*, the minimum for the *arterial street* shall be:
- g) where the *street allowance* is 30 m or greater, 15 m, measured from that intersection, and,
- h) where the *street allowance* is less than 30 m, 15 m plus if applicable the *street widening* required for that side of the *existing street* necessary to meet the design width of the street in Schedule B measured from that intersection;
- iii) where a *four lane collector street* intersects an *arterial street* or a *collector street*, the minimum for the *four lane collector street* shall be:
- where the *street allowance* is 30 m or greater, 10 m, measured from that intersection, and,
- where the *street allowance* is less than 30 m, 10 m plus if applicable the *street widening* required for that side of the *existing street* necessary to meet the design width of the street in Schedule B measured from that intersection.
- iv) where a *two lane collector street* intersects an *arterial street* or a *collector street* and the *street allowance* is less than 23 m, the minimum shall be 7.5 m plus if applicable the *street widening* required for that side of the *existing street* necessary to meet the design width of the street in Schedule B measured from

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that intersection.

g) Where a two-way *driveway* is divided into two one-way *driveways* by a curb, an area of *landscaped open space*, or any other obstruction, such *driveway* shall, for the purposes of this subsection, be considered a single *driveway*.

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h) Nothing in this subsection shall apply to prevent the *use* of a right-of-way as a means of obtaining access to a *parking area* provided the said right-of-way has been established for such purpose.

i) Nothing in this subsection shall apply to prevent the establishment of *driveways* or *parking aisles abutting* a common *lot line*, provided the combined width of such *abutting driveways* does not exceed the width outlined in section 5.3.1b).

j) Nothing in this subsection shall apply to prevent the establishment or *use* of a circular or semi-circular *driveway* for the purpose of loading or unloading passenger or other *vehicles*, even though such *driveway* may not lead to a *parking area* or may be located within a *required yard*, provided that such *driveway*:

i) complies with all provisions hereof regulating *driveways* at any point where the said *driveway* intersects a *street line*; and,

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ii) does not provide direct access to any *parking space* except where the said *driveway* complies with all provisions herein regulating *parking aisles* or constitutes a *driveway accessory* to a *single detached dwelling*.

k) Vehicular access from a *driveway* or *parking aisle* leading directly from a *parking area* or a *loading space* to a *street* shall be provided in a forward *vehicular* motion in any *zone*, except in a Residential *Zone*, where the *driveway* provides access to no more than 2 *dwelling units*.

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5.3.4 Surfacing of Parking Areas, Driveways and Loading Spaces

a) All *parking areas*, *driveways*, and *loading spaces* in any *zone* other than a Parks and Open Space *Zone*, an Industrial *Zone*, or an Agricultural *Zone* shall be provided and maintained with a stable treated surface so as to prevent the raising of dust or loose particles, such surface to be constructed of: asphalt, concrete, brick, interlocking brick, permeable paving, cement, or other similar hardscape surface,

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sufficient to provide stability, prevent erosion, be usable in all seasons, and allow infiltration of surface water and provide adequate drainage facilities.

- b) Except as otherwise provided herein, the land in any *required yard* on a *lot* adjacent to a *driveway* shall be maintained as *landscaped open space*.

5.3.5 Large Surface Parking Area Requirements

- a) Where large surface *parking areas* are proposed, which comprise over 50 *parking spaces* on a *lot*, in a Residential *Zone*, Commercial or Mixed Use *Zone*, or Institutional *Zone*, the following requirements shall apply:
 - i) A minimum of 15% of the surface *parking area*, above and beyond the required *landscaped open space*, shall comprise landscaped traffic islands or landscaped strips, which may include *signed* pedestrian *walkways*, tree/shrub plantings, decorative fencing or low walls.
 - ii) Large surface *parking areas* shall be divided into smaller *parking areas* through the *use* of soft and hard landscaping in order to minimize the amount of contiguous paved surface *parking areas*. Parking rows which exceed 50m in length shall be subdivided through landscaped breaks such as landscaped traffic islands or landscaped strips.

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5.3.6 Maximum Number of Driveways

- a) A maximum of one *driveway* access is permitted to cross a *front lot line* or *external lot line* if the applicable *lot line* is less than 18.0 m in width.
- b) Notwithstanding subsection (a) above, one *driveway* per *dwelling unit* is permitted on a block designated for semi-detached or *condominium townhouse dwellings* provided the *driveway* meets all provisions of this By-law as they would apply to the future *lot*.
- c) Notwithstanding subsection (a) above, two *driveways* are permitted on a *lot* with a *triplex dwelling* or *quadruplex dwelling*.

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5.3.7 Parking Provisions for Other Vehicles Associated with Residential Uses

This Section applies to the parking of the *vehicles* on any lands *used* for a *dwelling* in a Residential *Zone*.

5.3.7.1 Commercial Vehicles

Parking in a *driveway* of one *commercial vehicle* is permitted provided the *commercial vehicle*:

- a) does not exceed a maximum *vehicle* length of 6.0 m; and,
- b) does not exceed a maximum *vehicle height* of 2.3 m.

5.3.7.2 Recreational Vehicles

The following regulations shall apply to parking of *recreational vehicles* in a Residential *Zone*:

- a) any trailer or *recreational vehicle* that does not exceed a *height* of 2.3 m and a length of 7.0 m exclusive of hitch or tongue may be parked in any *exterior yard*, *interior side yard* or *rear yard* year-round;
- b) any trailer or *recreational vehicle* that does not exceed a *height* of 2.3 m and a length of 7.0 m exclusive of hitch or tongue may be parked on a *driveway* only between May 1st and October 31st;
- c) any trailer or *recreational vehicle* that exceeds a *height* of 2.3 m and a length of 7.0 m exclusive of hitch or tongue may be parked on a *lot* only between May 1st and October 31st and only in any exterior yard, *interior side yard*, or *rear yard*. The trailer or recreational *vehicle* shall be set back 7.5 m from the *exterior lot line*;
- d) the maximum total number of *trailers* and *recreational vehicles* permitted on a *lot* is two.
- e) parking shall be accommodated on the *lot* and not located within a *daylight triangle* or *visibility triangle* in accordance with *Section 4.7*; and

~~f) no trailer or recreational vehicle shall be used for the living, sleeping or accommodation of persons for a period of more than 15 consecutive days. The lot on which the trailer or recreational vehicle is used must have a residential dwelling~~

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5.3.7.3 Prohibited Motor Vehicle Parking

The parking and storage of the following *vehicles* are prohibited outside of a *building* on all *lots* in a Residential *Zone*:

- a) unlicensed *motor vehicles*;
- b) *motor vehicles* equipped with more than three axles, excluding space wheels designed to support the *vehicle* when parked or stored;
- c) buses;
- d) *vehicles* designed to run only on rails;
- e) farm tractors;
- f) construction *vehicles*;
- g) tracked *vehicles*, except for snowmobiles; and,
- h) *vehicles* in a wrecked, dismantled, or inoperative condition.

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5.3.8 Structured and Underground Parking Areas

- a) Nothing in this By-law shall apply to prohibit the location of an underground *parking area* in any yard, provided that no part of any underground *parking area* shall be situated above *finished grade* in any *required yard*.
- b) Where above grade parking *structures* are proposed in the *CBD*, and where a *commercial parking lot* is not the principal *use* of the *lot*, the *ground floor* level of the parking *structure* that *abuts* a *front yard* or *exterior side yard* shall consist of commercial or *office uses*, or common areas associated with a mixed *use* development or *apartment building*, where permitted, to appropriately screen the parking *structure* and minimize visual impact.

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5.3.9 Parking Shelters

- a) Nothing in this By-law shall prevent the erection of a *building* or *structure* for *use* solely by parking attendants in any part of a *parking area*, except within a *visibility*

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triangle, provided such *building* or *structure* is not more than 4.5 m in *height* and has a *floor area* of not more than 5.0 m².

- b) No *gas bar* or *motor vehicle service station* shall be located on, or maintained in any *parking area*, except where specifically permitted herein.

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5.4 Barrier Free Parking Space Requirements

The following requirements shall apply to the provision of *barrier free parking spaces*, in addition to the other *parking space*, *parking area*, and *parking aisle* requirements of this By-law.

5.4.1 Minimum Barrier Free Parking Spaces

The required minimum number of *barrier free parking spaces* shall be calculated based on, and included, in the total number of *parking spaces* required on the *lot*, in accordance with *Table 5.4.1*.

Table 5.4.1: Minimum Barrier Free Parking Spaces

Total Number of Required Parking Spaces	Minimum Number of Barrier Free Parking Spaces ①②
1 to 125	1 (required to be a Type A <i>barrier free parking space</i>)
13-26 to 100	4% of total
101 to 200	1 + 3% of total
201 to 1,000	2 + 2% of total
Over 1,000	11 + 1% of total

Additional Regulations for Table 5.4.1

- Barrier free parking spaces* shall not be required for residential *uses*, except for *apartment buildings*, *stacked townhouse dwellings*, *back-to-back townhouse dwellings*, and *cluster townhouse dwellings*, where they shall be calculated and designated based on the required number of *parking spaces*.
- A *driveway*, *parking area*, or *parking aisle* may be established closer than 1.5 m to any *lot line abutting a lot* with an *existing structure* in the MUR *Zone*.

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5.4.2 Calculation of Barrier Free Parking Spaces

5.4.2.1 Rounding

Where part of a *barrier free parking space* is required, such part shall be considered one *barrier free parking space* for the purpose of calculating the minimum total *barrier free parking space* requirements.

5.4.2.2 Type of Barrier Free Parking Spaces Required

- a) Where an even number of *barrier free parking spaces* are required, an equal number of Type A and Type B *barrier free parking spaces* must be provided.
- b) Where an odd number of *barrier free parking spaces* are required, the number of *barrier free parking spaces* must be divided equally between Type A and Type B *barrier free parking spaces*, but the additional odd-numbered *barrier free parking space* may be a Type B *barrier free parking space*.

5.4.2.3 Building Additions and Change of Use

Barrier free parking spaces shall be provided for any addition to a *building* or *structure* or a change in *use*, except that, where a *building* or *structure* has less than the required *barrier free parking spaces* as of the effective date of this By-law, this By-law shall not be interpreted to require that the deficiency be made up in the event of an addition or change of *use* provided that any *barrier free parking space* required for such addition or change of *use* is provided.

5.4.3 Barrier Free Parking Space Dimensions and Requirements

- a) The minimum dimension for a Type A *barrier free parking space* shall be 5.6 m in length, 3.4 m in width, and a vertical clearance of 2.59 m indoor and 2.75 m outdoor, in addition to an adjacent unobstructed pedestrian access aisle width of 1.5 m.
- b) The minimum dimension for a Type B *barrier free parking space* shall be 5.6 m in length, 2.8 m in width, and a vertical clearance of 2.0 m, in addition to an adjacent unobstructed pedestrian access aisle width of 1.5 m.

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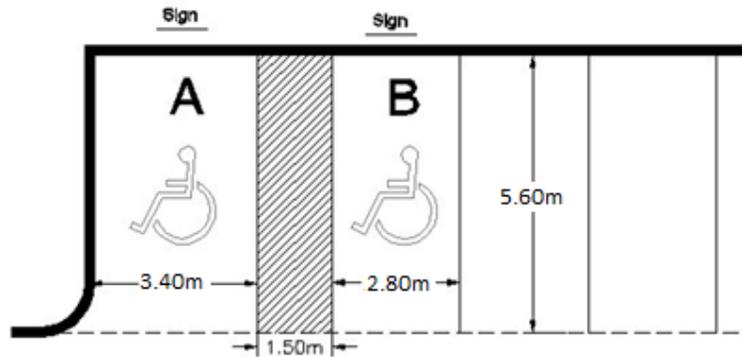


Illustration of Type A and Type B Barrier Free Parking Spaces

- c) The 1.5-m unobstructed pedestrian access aisle may be shared by two *abutting barrier free parking spaces* and must meet the following requirements:
- i) the unobstructed pedestrian access aisle shall extend the full length of the *barrier free parking space*; and
 - ii) the unobstructed pedestrian access aisle shall be marked with high tonal contrast diagonal lines, to discourage parking in them, where the surface is asphalt, concrete or some other hard surface.
- d) *Barrier free parking spaces* shall be designated with a painted accessibility insignia and a *sign*.
- e) *Barrier free parking spaces* shall be designated from the *parking spaces* located closest to the principal *building* entrance or entrances that are accessible from the *parking area*.
- f) The paths between the *barrier free parking spaces* and the *building(s)* principal entrance shall be accessible to persons with disabilities, such as being level with the *finished grade* through appropriate means such as ramps and depressed curbs, and comprise a hard surface such as asphalt, concrete or some other hard surface.

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5.4.4 Minimum Loading Space Requirements

The minimum number of *loading spaces* shall be provided and maintained on a *lot* in accordance with *Table 5.4.4*.

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Table 5.4.4: Minimum Loading Space Requirements

Use	Minimum Number of Required Loading Spaces
Residential Uses	
i) <i>Building</i> containing less than 30 <i>apartment dwelling units</i>	None
ii) <i>Building</i> containing 30 or more <i>apartment dwelling units</i>	1
Offices and Clinics	
i) Less than 2,000.0 m ² of <i>gross floor area</i>	None
ii) 2,000 m ² of <i>gross floor area</i> up to and including 10,000 m ² of <i>gross floor area</i>	1
iii) More than 10,000 m ² of <i>gross floor area</i>	2
Other Commercial, Institutional and Industrial Uses	
i) less than 500 m ²	None
ii) over 500 m ² up to and including 2,500 m ²	1
iii) over 2,500 m ² up to and including 10,000 m ²	2
iv) over 10,000 m ²	2, plus 1 additional space for each 10,000 m ² of total <i>net floor area</i> of part thereof in excess of 10,000 m ²

5.4.5 Calculation of Loading Spaces

5.4.5.1 Rounding

Where part of a *loading space* is required, such part shall be considered one *loading space* for the purpose of calculating the minimum total *loading space* requirements.

5.4.5.2 Multiple Uses on a Lot

Where a *building* or *structure* accommodates more than one type of *use*, other than a *shopping centre* or an *industrial mall*, as defined in this By-law, the *loading space* requirement for the whole *building* shall be the sum of the requirements for the separate parts of the *building* occupied by the separate *uses*.

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5.4.5.3 Building Additions

Where a *building* or *structure* had insufficient number of *loading spaces* at the date of the passing of this By-law to comply with the requirements herein, this By-law shall not be construed to require that the deficiency be made up prior to the construction of any addition. No addition may be built and no change of *use* may occur, however, the effect of which would be an increase in that deficiency.

5.4.6 Loading Space Dimensions and Requirements

- a) A *loading space* shall have a minimum dimension of 3.5 m by 9.0 m and a minimum vertical clearance of 4.0 m.
- b) A *loading space* shall be unobstructed, and free of any *structures* and encroachments.

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5.4.7 Location of Loading Spaces

The location of *loading spaces* shall be provided in accordance with the following:

- a) a *loading space* shall not be permitted in any required *setback*, a required *front yard* or required *exterior side yard*;
- b) a *loading space* shall not be permitted between the main wall of a *building* oriented toward a *front lot line* or *exterior side lot line* and the applicable *front lot line* or *exterior side lot line*;
- c) a *loading space* shall *abut* the *building* for which the *loading space* is provided; and
- d) no part of any *loading space* shall be located closer than 7.5 m to any *interior side lot line* or *rear lot line abutting* a Residential *Zone*, except if it is located entirely within a *structure*; and no closer than 1.0 m to any *interior side lot line* or *rear lot line abutting* any other *zone*.

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5.4.8 Access to Loading Spaces

Access to *loading spaces* shall be provided by means of one or more unobstructed *driveways* which:

- a) have a minimum unobstructed width of at least 3.5 m, regardless of the direction of traffic flow;

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- b) all *loading spaces* and access thereto, are contained within the *lot* on which such *loading spaces* are located and lead either to an *improved street* or to a *lane* not less than 6.0 m in width;
- c) vehicular access and manoeuvring to and from a *loading space* shall be accommodated on the *lot*;
- d) comply in all other respects with the requirements for *driveways* providing access to *parking areas* and spaces set out in *Section 5.0* (Parking and Loading Requirements).

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5.5 Bicycle Parking Requirements

5.5.1 Minimum Bicycle Parking Space Requirements

The minimum number of permanent *bicycle parking spaces* shall be provided and maintained on a *lot* in accordance with *Table 5.5.1*.

Table 5.5.1: Minimum Bicycle Parking Space Requirements

Use	Minimum Number of Bicycle Parking Spaces
Residential Uses:	
<i>Apartment building</i>	0.25 spaces per <i>dwelling unit</i>
<i>Back-to-back townhouse dwelling</i>	0.25 spaces per <i>dwelling unit</i>
<i>Cluster townhouse dwelling</i>	0.25 spaces per <i>dwelling unit</i>
<i>Stacked townhouse dwelling</i>	0.25 spaces per <i>dwelling unit</i>
<i>Retirement Home</i>	0.25 spaces per required visitor <i>parking spaces</i>
Office and Commercial Uses:	
<i>Business Office, Professional Office or Clinic</i>	2.0 spaces plus 1.0 per 1,000 m ² of <i>gross floor area</i>
<i>Eat-in Restaurant, Take-Out Restaurant</i>	2.0 spaces plus 1.0 space per 500 m ² of <i>gross floor area</i>
<i>Inn</i>	0.25 spaces per <i>guest room</i>
<i>Retail Store, Shopping Centre, or any retail commercial use</i>	2.0 spaces plus 1.0 per 1,000 m ² of <i>gross floor area</i>
Institutional Uses:	
<i>School, Elementary</i>	1.0 space per classroom
<i>School, Secondary</i>	1.0 space per classroom
<i>School, Post-Secondary</i>	1.0 space per classroom
<i>School, Private</i>	1.0 space per classroom
<i>School, Commercial</i>	1.0 space per classroom
All other <i>institutional uses</i>	2 spaces plus 1.0 per 500 m ² of <i>gross floor area</i>
Industrial Uses:	
All <i>industrial uses</i>	2 spaces plus 0.25 spaces per 1,000 m ² of <i>gross floor area</i>

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5.5.2 Calculation of Bicycle Parking Spaces

5.6.2.1 Rounding

Where part of a *bicycle parking space* is required, such part shall be considered one *bicycle parking space* for the purpose of calculating the minimum total *bicycle parking space* requirements.

5.6.2.2 Multiple Uses on a Lot

Where a *building* or *structure* accommodates more than one type of *use*, as defined in this By-law, the *bicycle parking space* requirement for the whole *building* shall be the sum of the requirements for the individual *uses*.

5.6.2.3 Building Additions and Change of Use

Bicycle parking spaces shall be provided for any addition to a *building* or *structure* or a change in *use*, except that, where a *building* or *structure* has less than the required *bicycle parking spaces* as of the effective date of this By-law, this By-law shall not be interpreted to require that the deficiency be made up in the event of an addition or change of *use* provided that any bicycle parking required for such addition or change of *use* is provided.

5.5.3 Bicycle Parking Space Dimensions and Parking Area Requirements

- a) A *bicycle parking space* shall be an unobstructed space with a minimum dimension of 0.6 m wide by 1.8 m in length. A permanent bicycle rack shall be provided to enable a bicycle to be locked in place.
- b) A *bicycle parking space* shall be accessed by an unobstructed aisle with a minimum width of 1.5 m.
- c) A *bicycle parking space* shall be provided with convenient access to the principal *building* entrance and shall be located within 35 m of a principal *building* entrance and shall not occupy or impede any pedestrian access or *parking area*.
- d) Notwithstanding any other provision of this By-law, *bicycle parking spaces* shall be permitted in any *required yard*, provided they are located no closer than 0.6 m to any *lot line*, and shall not be located within a *visibility triangle*.

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5.5.4 Provision of Additional Bicycle Parking Spaces

One required vehicle *parking space* (exclusive of *barrier free* and visitor *parking spaces*) may be reduced from the total required number of vehicle *parking spaces* on a *lot* for every 5 *bicycle parking spaces* provided in excess of the required number of *bicycle parking spaces*, provided the overall number of required *parking spaces* are not reduced by more than 5% of the total required *parking spaces*.

5.6 Central Business District Exemption

Notwithstanding any requirements of this By-law to the contrary, the following shall apply to the *Central Business District* as designated on Schedule "A":

- a) For any legally *existing building, structure* or *use* established on or before the effective date of this By-law, and provided there is no increase in the overall *gross floor area* on the *lot*, no *parking spaces, barrier free parking spaces, loading spaces, or bicycle parking spaces* shall be required.

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- ~~b) *Parking spaces* and *bicycle parking spaces* required by this By-law ~~for non-residential uses~~ shall not be required for a *lot* in the *Central Business District* if the City enters into an agreement with the landowner respecting the payment of cash-in-lieu for some or all of the required *parking spaces* or *bicycle parking spaces*, in accordance with Section 40 of the Planning Act.~~

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SECTION 6 RESIDENTIAL ZONES

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Residential *Zones* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

6.1 List of Applicable Zones

Residential First Density	R1
Residential Second Density	R2
Residential Third Density	R3
Residential Fourth Density	R4
Residential Fifth Density	R5
Mixed Use Residential	MUR

6.2 Permitted Uses

Uses permitted in the Residential *Zones* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 6.2*, below. Where the letter "E" is identified following the symbol "P", only legally *existing uses* shall be permitted.

Table 6.2: Permitted Uses in the Residential Zones

Uses	R1	R2	R3	R4	R5	MUR
Residential Uses:						
<i>apartment building</i>				P E	P	
<i>cluster townhouse dwelling</i>				P R4		
<i>boarding house dwelling</i>		P	P			
<i>converted dwelling</i>		P	P			P
<i>duplex dwelling</i>		P				P E

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Uses	R1	R2	R3	R4	R5	MUR
<i>dwelling unit</i>						P
<i>group home</i>	P	P	P			
<i>linked dwelling</i>		P				
<i>quadruplex dwelling</i>			P	P E		
<i>retirement home</i>					P	P
<i>semi-detached dwelling</i>		P				
<i>single detached dwelling</i>	P	P	P			P E
<i>street townhouse dwelling</i>				P R4		
<i>triplex dwelling</i>			P			
Commercial Uses:						
<i>business office</i>						P
<i>clinic</i>						P
<i>commercial school</i>						P
<i>day care centre</i>		P	P			P
<i>hostel</i>						P
<i>inn</i>						P
<i>personal care establishment</i>						P
<i>pet grooming establishment</i>						P
<i>professional office</i>						P
<i>studio</i>						P

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Uses	R1	R2	R3	R4	R5	MUR
Institutional Uses:						
<i>elementary school</i>		P	P			
<i>hospice</i>					P	P
<i>nursing home</i>				P E	P	P
<i>place of worship</i>		P	P			P
<i>private school</i>						P

6.3 Special Use Regulations

6.3.1 Residential First Density (R1) Zone

None

6.3.2 Residential Second Density (R2) Zone

6.3.2.1 Boarding House Dwelling

- a) Maximum Number of *Guest Rooms* 4

~~6.3.2.2 Converted Dwelling~~

- ~~a) Maximum Number of *Dwelling Units* 2~~

6.3.3 Residential Third Density (R3) Zone

6.3.3.1 Boarding House Dwelling

- a) Maximum Number of *Guest Rooms* 4

6.3.4 Mixed Use Residential (MUR) Zone

6.3.4.1 Business Office, Clinic, Commercial School, Personal Care Establishment, Pet Grooming Establishment, Private School, Professional Office, Studio

A *business office, clinic, commercial school, personal care establishment, pet grooming establishment, private school, professional office* or *studio* shall:

- a) be restricted to an *existing dwelling* which shall contain at least 1 *dwelling unit*;

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- b) not change the external character of the *dwelling* as a residence;
- c) not *use* the *front yard* or *exterior side yard* for parking, other than a *driveway*;
- d) be restricted to the *ground floor* only.

6.3.4.2 Inn

- a) Permitted *Buildings* *existing*

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6.3.4.3 Hostel

- a) Permitted *Buildings* *existing*

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6.3.4.4 Existing Single Detached Dwellings

The alteration of *existing single detached dwellings* and the erection or alteration of *buildings accessory* thereto shall be permitted in accordance with the regulations of the applicable Residential *Zone*.

6.4 General Use Regulations

No person shall within any Residential *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in Tables 6.4.1 – 6.4.5 below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*. These additional regulations are listed below each of the Regulations Tables.

6.4.1 Residential First Density (R1) Zone

Table Error! No text of specified style in document.: Regulations in the Residential First Density (R1) Zone

Zone Variation Standard [1]	R1(1)	R1(2)	R1(3)	R1(4)	R1(5)
<i>Lot Area: Interior lot</i>	450 m ²	600 m ²	450 m ²	360 m ²	300 m ²
<i>Lot Area: Corner lot</i>	550 m ²	750 m ²	600 m ²	540 m ²	450 m ²
<i>Lot Frontage: Interior lot</i>	18 m	20 m	15 m	12 m	10 m
<i>Lot Frontage: Corner lot</i>	22 m	25 m	20 m	18 m	15 m
<i>Lot Depth</i>	25 m	30 m	30 m	30 m	25 m

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Zone Variation Standard [1]	R1(1)	R1(2)	R1(3)	R1(4)	R1(5)
<i>Front Yard Depth</i>	4.5 m [2] [3] [6]	6.0 m [2] [3] [6]	6.0 m [2] [3] [6]	4.5 m [2] [3] [6]	4.5 m [2] [3] [6]
<i>Exterior Side Yard Width</i>	4.5 m [2] [3]				
<i>Side Yard Width</i>	1.0 m [5]	1.0 m [5]	1.0 m [5]	1.0 m [5]	1.0 m [5]
<i>Aggregate Side Yard Width</i>	2.0 m	3.5 m	3.0 m	3.0 m	2.0 m
<i>Rear Yard Depth</i>	6.0 m	7.5 m	7.5 m	7.5 m	6.0 m
Maximum <i>Lot Coverage Main Building</i>	40%	35%	35%	40%	40%
Maximum <i>Lot Coverage Main Building and Accessory Buildings</i>	45%	40%	40%	45%	45%
Maximum <i>Height</i>	10 m				
Minimum <i>Landscaped Open Space</i>	30%	40%	35%	30%	30%

Additional Regulations for Table 6.4.1

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Provided that no part of any attached or detached *garage* shall be erected less than 6.0 m to the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line*.
3. Any attached or detached *garage* shall not exceed sixty (60) per cent of the width of the *elevation* facing the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line* of a *dwelling* erected on the *lot*, and provided that the *front yard depth* or *exterior side yard* depth for a *dwelling* shall not exceed 9.0 m.
4. A *garage* shall not project more than 1.0 m beyond the *building elevation* facing the *front lot line* or the *exterior side lot line*.

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5. Plus an additional 0.5 m for each *storey* of a *dwelling* in excess of 1 *storey*, to a maximum of 2.0 m. When determining which *side yard* requirement should apply, the maximum *height* of that part of the *dwelling* nearest the *side lot line* shall prevail.
6. No *building* or *structure* shall be erected closer to a *street* than as set out in the applicable *zone* except for those instances listed in the Table 4.26.2 or as set out in 4.26.4.

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6.4.2 Residential Second Density (R2) Zone

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Zone Variation Standard [1]	R2(1) [9]	R2(2) [9]
<i>Lot Area: Interior lot:</i>		
<i>Single detached dwelling</i>	360 m ²	300 m ²
<i>Semi-detached dwelling [2], Linked dwelling [2]</i>	275 m ²	250 m ²
<i>Duplex dwelling</i>	450 m ²	375 m ²
<i>Converted dwelling</i>	425 m²	350 m²
<i>Non-residential uses</i>	500 m ²	500 m ²
<i>Lot Area: Corner lot</i>		
<i>Single detached dwelling</i>	540 m ²	450 m ²
<i>Semi-detached dwelling [2], Linked dwelling [2]</i>	450 m ²	450 m ²
<i>Duplex dwelling</i>	600 m ²	540 m ²
<i>Converted dwelling</i>	540 m²	450 m²
<i>Non-residential uses</i>	540 m ²	540 m ²
<i>Lot Frontage: Interior lot:</i>		
<i>Single detached dwelling</i>	12 m	10 m
<i>Semi-detached dwelling [2], Linked dwelling [2]</i>	9 m	8 m
<i>Duplex dwelling</i>	15 m	14 m
<i>Converted dwelling</i>	12 m	10 m
<i>Non-residential uses</i>	15 m	15 m
<i>Lot Frontage: Corner lot:</i>		
<i>Single detached dwelling</i>	18 m	15 m
<i>Semi-detached dwelling [2], Linked dwelling [2]</i>	14 m	12 m
<i>Duplex dwelling</i>	20 m	18 m
<i>Converted dwelling</i>	18 m	15 m
<i>Non-residential uses</i>	18 m	18 m
<i>Lot Depth</i>	30 m	25 m
<i>Front Yard Depth</i>	6.0 m [3] [4] [5] [10]	4.5 m [3] [4] [5] [10]

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Zone Variation Standard [1]	R2(1) [9]	R2(2) [9]
<i>Exterior Side Yard Width</i>	4.5 m [3] [4] [5]	4.5 m [3] [4] [5]
<i>Side Yard Width:</i>		
<i>Single detached dwelling</i>	1 m [6]	1 m [6]
<i>Duplex dwelling</i>	1 m [6]	1 m [6]
<i>Semi-detached dwelling, Linked dwelling</i>	2.5 m [7]	1.5 m [7]
<i>Converted dwelling</i>	1 m [6]	1 m [6]
Non-residential <i>uses</i>	2.5 m [8]	2.5 m [8]
<i>Aggregate Side Yard Width:</i>		
<i>Single detached dwelling</i>	3 m	2 m
<i>Duplex dwelling</i>	3 m	2 m
<i>Semi-detached dwelling, Linked dwelling</i>	5 m [7]	3 m [7]
<i>Converted dwelling</i>	3 m	2 m
Non-residential <i>uses</i>	5 m	5 m
<i>Rear Yard Depth</i>	7.5 m	6.0 m
Maximum <i>Lot Coverage Main Building</i>	40%	40%
Maximum <i>Lot Coverage Main Building and Accessory Buildings</i>	45%	45%
Maximum <i>Height</i>	10 m	10 m
Minimum <i>Landscaped Open Space</i>	30%	30%

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Additional Regulations for Table 6.4.2

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Standards prescribed are per *dwelling unit*.
3. Provided that no part of any attached or detached *garage* shall be erected less than 6 m to the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line*.

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4. Any attached or detached *garage* shall not exceed sixty (60) percent of the width of the *elevation* facing the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line* of a *dwelling* on the *lot* and provided that the *front yard depth* or *exterior side yard depth* for a *dwelling* shall not exceed 9 m.
5. A *garage* shall not project more than 1.0 m beyond the *building elevation* facing the *front lot line* or *exterior side lot line*.
6. Plus, an additional 0.5 m for each *storey* of a *dwelling* in excess of 1 *storey*, to a maximum of 2.0 m. When determining which *side yard* requirement should apply, the maximum *height* of that part of the *dwelling* nearest the *side lot line* shall prevail.
7. Except that:
 - i) no *side yard width* shall be required along the *side lot line* where the individual *dwelling units* of a *semi-detached dwelling* are attached together by a common wall extending along the *side lot line* separating such *lots*, provided that any wall which does not constitute part of such common wall or a direct extension thereof shall be set back not less than 1.5 m from the *side lot line* separating such *lots*; and
 - ii) where a *private garage* is attached to the *dwelling*, the *side yard width* on one side of such *dwelling* shall be 1.5 m.
8. Or one half the *height* of the *building*, whichever is the greater.
9. General *use* regulations for lands with an MUR compound *zone* shall be in accordance with the applicable Residential *Zone*.
10. No *building* or *structure* shall be erected closer to a *street* than as set out in the applicable *zone* except for those instances listed in the Table 4.26.2 or as set out in 4.26.4.

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6.4.3 Residential Third Density (R3) Zone

Table Error! No text of specified style in document.: Regulations in Residential Third Density (R3) Zone

Zone Variation Standard [1]	R3 [4]
<i>Lot Area:</i>	
<i>Single detached dwelling</i>	360 m ²
<i>2-unit Converted dwelling</i>	425 m²
<i>Boarding house dwelling, 3-unit converted dwelling; Triplex dwelling</i>	450 m ²
<i>4-unit converted dwelling; Quadruplex dwelling</i>	550 m ² , 690 m ² for a <i>corner lot</i>
<i>Non-residential uses</i>	540 m ²
<i>Lot Frontage: Interior lot</i>	
<i>Single detached dwelling</i>	12 m
<i>2-unit Converted dwelling</i>	14 m
<i>Boarding house dwelling, 3-unit converted dwelling; Triplex dwelling</i>	15 m
<i>4-unit converted dwelling; Quadruplex dwelling</i>	18 m
<i>Non-residential uses</i>	18 m
<i>Lot Frontage: Corner lot</i>	
<i>Single detached dwelling</i>	20 m
<i>2-unit Converted dwelling</i>	20 m
<i>Boarding house dwelling, 3-unit converted dwelling; Triplex dwelling</i>	20 m
<i>4-unit converted dwelling; Quadruplex dwelling</i>	22 m
<i>Non-residential uses</i>	22 m
<i>Lot Depth</i>	30 m
<i>Front Yard Depth</i>	7.5 m [5] [6] [7] [8]

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Zone Variation Standard [1]	R3 [4]
<i>Exterior Side Yard Width</i>	4.5m [5] [6] [7]
<i>Side Yard Width:</i>	
<i>Single detached dwelling</i>	1.0 m [2]
2-unit-Converted dwelling	1.0 m [2]
<i>Boarding house dwelling, 3-unit-converted dwelling, Triplex dwelling</i>	1.0 m [2]
4-unit-converted dwelling; Quadruplex dwelling	1.0 m [2]
Non-residential uses	2.5 m [3]
<i>Aggregate Side Yard Width:</i>	
<i>Single detached dwelling</i>	3 m
2-unit-Converted dwelling	3 m
<i>Boarding house dwelling, 3-unit-converted dwelling, Triplex dwelling</i>	3 m
4-unit-converted dwelling; Quadruplex dwelling	4 m
Non-residential uses	-
<i>Rear Yard Depth</i>	7.5 m
Maximum <i>Lot Coverage Main Building</i>	40%
Maximum <i>Lot Coverage Main Building and Accessory Buildings</i>	45%
Maximum <i>Height</i>	12 m
Maximum Number of <i>Dwelling Units:</i>	
<i>Single detached dwelling</i>	-
2-unit-Converted dwelling	2
<i>Boarding house dwelling, 3-unit-converted dwelling, Triplex dwelling</i>	3
4-unit-converted dwelling; Quadruplex dwelling	4
Non-residential uses	-

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Zone Variation Standard [1]	R3 [4]
Minimum <i>Landscaped Open Space</i>	30%

Additional Regulations for Table 6.4.3

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Plus, an additional 0.5 m for each *storey* of a *dwelling* in excess of 1 *storey*, to a maximum of 2.0 m. When determining which *side yard* requirement should apply, the maximum *height* of that part of the *dwelling* nearest the *side lot line* shall prevail.

 Except that no *side yard width* shall be required on the side where two pairs of *quadruplex dwelling* units on *abutting* lots are attached together by a common wall extending along the *side lot line* separating such *lots*, provided that any wall which does not constitute part of such common wall or a direct extension thereof shall be set back not less than 1.5 m from the *side lot line* separating such *lots*.
3. one half the *height* of the *building*, whichever is the greater.
4. General *use* regulations for lands with an MUR compound *zone* shall be in accordance with the applicable Residential *Zone*.
5. Provided that no part of any attached or detached *garage* shall be erected less than 6.0 m to the *front lot line* or *exterior side lot line*, where the *garage* is oriented to said *lot line*.
6. Any attached or detached *garage* shall not exceed sixty (60) per cent of the width of the *elevation* facing the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line* of a *dwelling* erected on the *lot*, and provided that the *front yard depth* or *exterior side yard* depth for a *dwelling* shall not exceed 9.0 m.

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7. A *garage* shall not project more than 1.0 m beyond the *building elevation* facing the *front lot line* or *the exterior side lot line*.
8. No *building* or *structure* shall be erected closer to a *street* than as set out in the applicable *zone* except for those instances listed in the Table 4.26.2 or as set out in 4.26.4.

6.4.4 Residential Fourth Density (R4) Zone

Table Error! No text of specified style in document.: Regulations in the Residential Fourth Density (R4) Zones

Zone Variation Standard [1]	Street Townhouse Dwelling (Per-unit)	Cluster Townhouse Dwelling
<i>Lot Area</i> (per dwelling unit):	180 m ²	150 m ²
<i>Lot Frontage, Interior Lot:</i>	6.0 m	22.0 m
<i>Lot Frontage, Corner Lot:</i>	12.0 m	
<i>Lot Depth:</i>	30.0 m	30.0 m
<i>Front Yard Depth:</i>	6.0 m [4] [5] [6]	6.0 m [4] [5] [6]
<i>Exterior Side Yard Width:</i>	6.0 m [4] [5] [6]	6.0 m [4] [5] [6]
<i>Side Yard Width:</i>	2.5 m [2]	3.0m [7]
<i>Rear Yard Depth:</i>	6.0 m	6.0 m

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Zone Variation Standard [1]	Street Townhouse Dwelling (Per-unit)	Cluster Townhouse Dwelling
Maximum <i>Lot Coverage</i> :	40%	40%
Maximum <i>Lot Coverage Main Building and Accessory Buildings</i> :	45%	45%
Maximum <i>Height</i> :	12.0 m	12.0 m
Minimum <i>Landscaped Open Space</i> :	30%	30%
Minimum <i>Density</i> :	25 upnh [3]	20 upnh [3]
Maximum <i>Density</i> :	35 upnh [3]	65 upnh [3]

Additional Regulations for Table 6.4.4

- 1) Unless specified otherwise, regulations expressed herein are minimums.
- 2) Except that no *side yard width* shall be required on the side where individual *dwelling units* are attached together by a common wall, provided that any wall which does not constitute part of such common wall or a direct extension thereof shall be set back not less than 1.5 m from the *side lot line* separating such lots.
- 3) Upnh means units per net hectare.
- 4) Provided that no part of any attached or detached *garage* shall be erected less than 6.0 m to the *front lot line or an exterior side lot line*, where the *garage* is oriented to said *lot line*.
- 5) Any attached or detached *garage* shall not exceed sixty (60) percent of the width of the elevation facing the *front lot line* or an *exterior side lot line* where the *garage* is oriented to said *lot line* of a *dwelling* erected on the *lot*, and

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provided that the *front yard depth* or *exterior side yard* depth for a *dwelling* shall not exceed 9 m.

- 6) A *garage* shall not project more than 1.0 m beyond the *building elevation* of a *dwelling* erected on the *lot* facing the *front lot line* or the *exterior side lot line*.
- 7) An additional 6.0 m *lot frontage* is required for *corner lots*.
- 8) Where the wall contains windows or doors to habitable rooms the minimum *interior side yard* setback shall be 6.0 m.

6.4.5 Residential Fifth Density (R5) Zone

Table Error! No text of specified style in document.: Regulations in the Residential Fifth Density (R5)

Zone Variation Standard [1]	R5(1)	R5(2)	R5(3)
<i>Lot Area:</i>	750 m ²	1000 m ²	1000 m ²
<i>Lot Frontage: Interior lot</i>	15.0 m	25.0 m	25.0 m
<i>Lot Frontage: Corner lot</i>	20.0 m	30.0 m	30.0 m
<i>Lot Depth:</i>	30.0 m	30.0 m	30.0 m
<i>Front Yard Depth:</i>	7.5 m	10 m	10 m
<i>Exterior Side Yard Width:</i>	7.5 m	10 m	10 m
<i>Side Yard Width:</i>	3.0 m [2]	5.0 m [2]	5.0 m [2]
<i>Rear Yard Depth:</i>	6.0 m	6.0 m	6.0 m
Maximum <i>Lot Coverage:</i>	35%	30%	30%
Minimum <i>Landscaped Open Space:</i>	30%	35%	35%
Maximum <i>Height:</i>	12.0 m	15.0 m	22.0 m
Minimum <i>Height:</i>	-	-	9.0 m
Maximum <i>Density:</i>	55 upnh [3]	65 upnh [3]	100 upnh[3]
Minimum <i>Density:</i>	25 upnh [3]	35 upnh [3]	65 upnh [3]

Additional Regulations for Table 6.4.5

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Or one-half the *height* of the *building* whichever is the greater.

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3. Upnh means units per net hectare.
4. Any attached *garage* shall not exceed sixty (60) percent of the width of the *elevation* facing the *front lot line* or an *exterior side lot line*, where the *garage* is oriented to said *lot line* of a *dwelling* on the *lot* and provided that the *front yard depth* or *exterior side yard* depth for a *dwelling* shall not exceed 9 m.
5. A *garage* shall not project more than 1.0 m beyond the *building elevation* facing the *front lot line or exterior side lot line*.

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SECTION 7 Commercial Zones

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Commercial and Mixed *Use Zone* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

7.1 List of Applicable Zones

Neighbourhood Commercial	C1
Highway Commercial	C2
Central Commercial	C3
Shopping Centre Commercial	C4
Corridor Commercial	C5

7.2 Permitted Uses

Uses permitted in the Commercial *Zones* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 7.2*, below. Where the letter "E" is identified following the symbol "P", only legally *existing uses* shall be permitted.

Table 7.2: Permitted Uses in the Commercial Zones

Uses	C1	C2	C3	C4	C5
Residential Uses:					
<i>apartment building</i>			P		
<i>boarding house dwelling</i>		P	P		
<i>converted dwelling</i>			P		
<i>dwelling unit</i>	P	P	P		P
<i>group home</i>			P		
Commercial Uses:					
<i>amusement arcade</i>		P E		P	
<i>amusement park</i>			P		
<i>art gallery</i>			P		
<i>auditorium</i>		P	P		

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Uses	C1	C2	C3	C4	C5
<i>brew-pub</i>		P	P		
<i>brew your own establishment</i>		P	P	P	P
<i>business office</i>		P	P	P	P
<i>car wash</i>		P		P	
<i>clinic</i>		P	P	P	P
<i>commercial school</i>		P	P	P	P
<i>convenience store</i>	P	P	P	P	P
<i>data centre</i>			P		
<i>day care centre</i>		P	P	P	P
<i>dry cleaning drop off establishment</i>	P	P	P	P	P
<i>dry cleaning establishment</i>	P	P	P		
<i>financial institution</i>		P	P	P	
<i>fitness club</i>		P	P	P	
<i>funeral home</i>		P	P		
<i>garden centre</i>		P	P E	P	
<i>gas bar</i>	P	P	P E	P	P
<i>hostel</i>			P		
<i>hotel</i>		P	P	P	
<i>inn</i>			P		
<i>large merchandise outlet</i>		P	P E	P	
<i>laundromat</i>	P	P	P		P
<i>merchandise rental shop</i>		P	P	P	P
<i>merchandise service shop</i>		P	P	P	
<i>motor vehicle repair shop</i>		P		P	P

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Uses	C1	C2	C3	C4	C5
<i>motor vehicle sales or rental establishment</i>		P	PE		
<i>motor vehicle service station</i>	P	P	PE	P	P
<i>parking lot, commercial</i>			P		
<i>personal care establishment</i>	P	P	P	P	P
<i>personal service establishment</i>	P	P	P	P	P
<i>pet grooming establishment</i>	P	P	P	P	P
<i>private club</i>		P	P	P	
<i>professional office</i>		P	P	P	P
<i>recreational entertainment establishment</i>		P	P	P	
<i>recreational vehicle sales or rental establishment</i>		P			
<i>restaurant, drive-in</i>		P			
<i>restaurant, eat-in</i>	P	P	P	P	P
<i>restaurant, take-out</i>	P	P	P	P	P
<i>retail store</i>		P	P	P	
<i>service trade</i>		P	P	P	P
<i>shopping centre</i>				P	
<i>studio</i>			P	P	P
<i>supermarket</i>		P	P	P	
<i>tavern</i>		P	P	P	P
<i>taxi dispatch establishment</i>		P	P	P	
<i>theatre</i>		P	P	P	

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Uses	C1	C2	C3	C4	C5
<i>veterinarian clinic</i>		P	P	P	
<i>video rental establishment</i>	P				
Industrial Uses:					
<i>self-storage establishment</i>		P			P
<i>warehouse</i>			P E		
Institutional Uses:					
<i>place of worship</i>		P	P		
<i>private school</i>			P		
<i>school, elementary</i>			P		
<i>school, secondary</i>			P		

7.3 Special Use Regulations

7.3.1 Neighbourhood Commercial (C1) Zone

7.3.1.1 Convenience Stores, Take-out or Eat-in Restaurants

- a) Maximum Number of Amusement Devices 3

7.3.1.2 Dwelling Units

Dwelling units shall be connected to and form an integral part of a *main building* and located above and/or below the *first storey*.

- a) Maximum Number of Units 2

7.3.2 Highway Commercial (C2) Zone

7.3.2.1 Dwelling Units

Dwelling units shall be located in a *building* containing a permitted non-residential *use*, and located above the *first storey*. A maximum of one (1) *dwelling unit* is permitted above and/or below the *first storey* in a *building* containing an automotive *use*.

7.3.2.2 Gas Bars

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A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- a) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- b) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
- c) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
- d) no part of any canopy shall be located in a required *visibility triangle*.

7.3.3 Central Commercial (C3) Zone

7.3.3.1 *Converted Dwelling*

An *existing* dwelling or *building* containing a *dwelling unit* may be converted to provide additional *dwelling units* or other *uses* permitted in the C3 *Zone*, provided that no additional *dwelling units* or *dwelling unit area* is added to the ground or lower *storey* therein.

7.3.3.2 Dwelling Units

- a) *Dwelling units* other than in a *converted dwelling* shall be connected to and form an integral part of a *main building* and located above and/or below the *first storey* which *storey* shall be designed, *used* or intended for a commercial *use*.
- b) Notwithstanding 7.3.3.2 a) *dwelling units* may be permitted on the *first storey* or below in an *apartment building* in the C3 zone outside of the *Central Business District* (CBD) as shown on Schedule "A".

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7.3.4 Shopping Centre Commercial (C4) Zone

~~None~~ 7.3.4.1 Gas Bars

A *gas bar* shall only be permitted in the C4 *Zone* as an *accessory use* to a *shopping centre*.

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A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- a) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- b) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
- c) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
- d) no part of any canopy shall be located in a required *visibility triangle*.

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7.3.5 Corridor Commercial (C5) Zone

None

~~7.3.6~~ 7.3.5.1 Gas Bars

~~A gas bar shall only be permitted in the C4 Zone as an accessory use to a shopping centre.~~

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- a) a) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- b) b) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
- c) c) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
- d) d) no part of any canopy shall be located in a required *visibility triangle*.

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7.4 General Use Regulations

No person shall within any Commercial and Mixed *Use Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in Table 7.4 below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*. These additional regulations are listed below Regulations *Table 7.4*.

Table 7.4: Regulations in the Commercial Zones

Zone Variation Standard [1]	C1	C2	C3	C4	C5
<i>Lot Area:</i>	500 m ²	1000 m ²	<i>existing</i>	1500 m ²	500 m ²
<i>Lot Frontage: Interior lot</i>	15 m	30 m	<i>existing</i>	45 m	15 m
<i>Lot Frontage: Corner lot</i>	30 m	30 m	<i>existing</i>	45 m	18 m
<i>Lot Depth:</i>	30 m	30 m	-	-	30 m
Minimum <i>Front and Exterior Side Yard Setback</i>	7.5 m	7.5 m	-	7.5 m	7.5 m
Maximum <i>Front and Exterior Side Yard Setback:</i>	-	-	3.0 m	-	-
<i>Side Yard Width:</i>	2.5 m [2]				1.5 m

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Zone Variation Standard [1]	C1	C2	C3	C4	C5
<i>abutting</i> a residential or institutional <i>zone</i>		5.0 m [2]		15.0 m	
<i>abutting</i> any other <i>zone</i>		1.0 m			
where an <i>interior side yard abuts</i> any <i>zone</i> other than a C3 <i>zone</i>			2.5 m		
where an <i>interior side yard abuts</i> a C3 <i>zone</i>			0.0 m		
where an <i>interior side yard abuts</i> any <i>zone</i> other than a C4 <i>zone</i>				one-half the <i>height</i> of the <i>building</i>	
<i>Rear Yard Depth:</i>		5.0 m [2]			6.0 m
where a <i>rear yard abuts</i> a residential or institutional <i>zone</i>				15.0 m	
where a <i>building</i> contains a <i>dwelling unit</i>	6.0 m				
all other cases	2.5 m [2]				
where a <i>rear yard abuts</i> any <i>zone</i> other than a C3 <i>zone</i>			2.5 m		
where a rear <i>abuts</i> a C3 <i>zone</i>			0.0 m		
where a <i>rear yard abuts</i> any <i>zone</i> other than a C4 <i>zone</i>				one-half the <i>height</i> of the <i>building</i>	
Maximum <i>Lot Coverage:</i>	40%	35%		35%	40%
Maximum <i>Height:</i>	10.0 m	10.0 m	15.0 m	15.0 m	10.0 m
Maximum <i>Ground Floor Area:</i>	500 m ²	-	-	-	500 m ²

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Zone Variation Standard [1]	C1	C2	C3	C4	C5
Groundfloor Floor-to-Ceiling Height:	-	-	4.5 [3]	-	-
Minimum Gross Floor Area (Shopping Centre):	-	-	-	10,000 m ²	-
Maximum Gross Floor Area of a Permitted Use:	300 m ²	-	-	-	500 m ²
Maximum Number of Buildings per Lot:	1	-	-	-	1
Minimum Landscaped Open Space:	30%	15%	-	15%	30%

Additional Regulations for Table 7.4

1. Unless specified otherwise, regulations expressed herein are minimums.
1. Or one-half the height of the building whichever is the greater.
2. For mixed-use buildings and apartment buildings.

SECTION 8.0

GRAND TRUNK ANCHOR DISTRICT ZONE

SECTION 8 GRAND TRUNK ANCHOR DISTRICT ZONE

The Grand Trunk Anchor District zone recognizes the unique qualities of the Grand Trunk site and fulfils the need for a tailored framework which will facilitate a positive transformation of the isolated and largely disused site on the edge of the Downtown Core. The zone is encouraging of reinvestment in the Downtown Core, seeking to facilitate and appropriately regulate a convergence of education, community, entrepreneurship, and innovating uses to strengthen and diversify the Stratford economy, providing housing, services and amenities for both residents and visitors.

Stratford Official Plan Amendment 21 (OPA 21) was adopted by the City on December 14, 2014 and approved by the Ministry of Municipal Affairs and Housing on July 21, 2016. Except as OPA 21 applied to the Grand Trunk Anchor District, as confirmed by the Local Planning Appeal Tribunal (LPAT) in its Decision/Order of February 2, 2017 (Case no. P 160830) it came into effect on July 21, 2016. By Decision and Order of LPAT dated March 25, 2019 (Case No. PI 160830), OPA 21 as modified by LPAT came into effect on that day as it applies to the Grand Trunk Anchor District.

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Grand Trunk Anchor District *Zone* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

8.1 List of Applicable Zones

Grand Trunk Anchor District	AD
-----------------------------	----

8.2 Permitted Uses

Uses permitted in the Grand Trunk Anchor District *Zone* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 8.2*, below.

SECTION 8.0

GRAND TRUNK ANCHOR DISTRICT ZONE

Table 8.2: Permitted Uses in the Grand Trunk Anchor District Zone

Uses	AD
Residential Uses:	P
<i>apartment building</i>	P
<i>retirement home</i>	P
Commercial Uses:	P
<i>art gallery</i>	P
<i>brew-pub</i>	P
<i>business office</i>	P
<i>clinic</i>	P
<i>commercial school</i>	P
<i>data centre</i>	P
<i>day care centre</i>	P
<i>financial institution</i>	P
<i>fitness club</i>	P
<i>hotel</i>	P
<i>parking lot, commercial</i>	P
<i>performing arts studio</i>	P
<i>personal care establishment</i>	P
<i>professional office</i>	P
<i>recreational entertainment establishment</i>	P
<i>restaurant</i>	P
<i>retail store</i>	P
<i>short term rental accommodation</i>	P
<i>supermarket</i>	P
<i>theatre</i>	P
<i>transit centre</i>	P
Industrial Uses:	P
<i>industrial use</i>	P
<i>warehouse</i>	P
Institutional Uses:	P
<i>auditorium</i>	P

SECTION 8.0

GRAND TRUNK ANCHOR DISTRICT ZONE

Uses	AD
community facility	P
<i>cultural institution</i>	P
<i>hospice</i>	P
<i>hospital</i>	P
<i>innovation incubator</i>	P
<i>institutional use</i>	P
<i>library</i>	P
<i>nursing home</i>	P
<i>offices, federal, provincial or municipal</i>	P
<i>park</i>	P
<i>place of worship</i>	P
<i>public use</i>	P
<i>recreational park</i>	P
<i>school, elementary</i>	P
<i>school, secondary</i>	P
<i>school, post- secondary</i>	P
<i>school, private</i>	P

Additional Regulations for Table 8.2

None

8.3 Special Use Regulations

8.3.1 Loading Spaces

Loading spaces shall not face a *public street* unless screened from view by a 4.2 m solid barrier.

8.3.2 Parking Rates

The minimum number of *parking spaces* for *motor vehicles* shall be provided and maintained in the Grand Trunk Anchor District Zone in accordance with *Table 5.1*, except if an alternative minimum number of *parking spaces* is identified through a detailed Transportation Impact Assessment and agreed by the Director of Infrastructure and Development Services.

SECTION 8.0

GRAND TRUNK ANCHOR DISTRICT ZONE

8.3.3 Shared Parking

Where two or more *uses* listed in *Table 8.2* are permitted and located in the Grand Trunk Anchor District Zone, *parking spaces* may be shared between *uses*. If *parking spaces* are proposed to be shared, a detailed Transportation Impact Assessment must identify the peak parking occupancy rates for each use and determine an appropriate method of sharing. This method of sharing is to be agreed by the Director of Infrastructure and Development Services.

8.4 General Use Regulations

No person shall within any Grand Trunk Anchor District *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 8.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 8.4: Regulations in the Grand Trunk Anchor District Zone

Zone Variation Standard [1] [2]	AD
<i>Setback</i> Abutting a Public <i>Street</i> :	0 m
<i>Setback</i> Abutting Any New <i>Streets</i> :	3.0 m
Maximum <i>Height</i> :	22.0 m
Stepbacks (Above Four Levels)	1.0 m

Additional Regulations for Table 8.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. The regulations within Table 8.4 shall not apply to the existing Grand Trunk *building* and any additions or alterations to the existing Grand Trunk *building*.

SECTION 9.0

INDUSTRIAL ZONES

SECTION 9 INDUSTRIAL ZONES

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Industrial *Zones* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

9.1 List of Applicable Zones

Prime Industrial	I1
General Industrial	I2
Secondary Industrial	I3
Factory District	I4

9.2 Permitted Uses

Uses permitted in the Industrial *Zones* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 9.2*, below. Where the letter "E" is identified following the symbol "P", only legally *existing uses* shall be permitted.

Table 9.2: Permitted Uses in the Industrial Zones

Uses	I1	I2	I3	I4
adult entertainment establishment		P		
agricultural equipment sales or rental establishment		P		
amusement arcade establishment			P	
animal shelter			P	
auction sales establishment		P		
building materials yard		P		
bus transportation terminal		P		
business office or professional office of a consulting engineer or surveyor	P	P		P
car wash			P	P
commercial school			P	P
contractor's yard or shop		P		P

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SECTION 9.0

INDUSTRIAL ZONES

Uses	I1	I2	I3	I4
crematorium	P	P		
<i>data centre</i>	P	P		P
<i>dry cleaning establishment</i>			P	P
<i>dwelling unit as an accessory use</i>		P E		
<i>equipment rental establishment</i>		P		
<i>equipment service establishment</i>		P		P
<i>factory store</i>	P	P		P
<i>food processing establishment</i>	P	P		P
<i>fuel storage depot</i>		P		
<i>garden centre</i>			P	
<i>gas bar</i>			P	
<i>industrial mall</i>	P	P		P
<i>industrial use</i>	P	P		P
<i>cannabis production facility</i>	P	P		
<i>motor vehicle body shop</i>		P		
<i>motor vehicle repair shop</i>		P		P
<i>motor vehicle sales or rental establishment</i>			P	P
<i>motor vehicle service station</i>			P	P
<i>open storage</i>	P	P		
<i>private club</i>			P	P
<i>recreational park</i>			P	P
<i>recreational vehicle sales or rental establishment</i>			P	
<i>scientific or medical laboratory</i>	P	P		P
<i>self-storage establishment</i>	P	P		
<i>service trade</i>		P		
<i>truck terminal</i>		P		
<i>veterinarian clinic</i>		P		P
<i>warehouse</i>	P	P		P

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SECTION 9.0

INDUSTRIAL ZONES

9.3 Special Use Regulations

9.3.1 Prime Industrial (I1) Zone

9.3.1.1 Factory Store

A *factory store* shall be permitted provided it:

- a) is *accessory* to an *industrial use*, and
- b) does not exceed 25% of the total *gross floor area* of the *building* associated with the *industrial use*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

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9.3.1.2 Open Storage

Open storage shall be permitted provided it is:

- a) *accessory* to a *main use*;
- b) restricted to a *rear yard* or *interior side yard*;
- c) not located in a *required yard*;
- ~~d) not located in an exterior side yard where it abuts an arterial road;~~
- e)d) not located in a yard *abutting* or across the *street* from a Residential *Zone*;
- f)e) screened from any *street* or *abutting lot* by a planting strip; and
- g)f) not located closer to a *widened street* line than 50 m, except where it is enclosed by a wall or opaque fence not less than 2.0 m in *height* and separated from any *lot line* by *landscaped open space* not less than 7.5 m in width.

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9.3.1.3 Outside Display and Sale of Goods, Materials or Merchandise

Outside display and sale of goods, materials or merchandise, is permitted as an *accessory use* in accordance with the general provisions of *Section 4.19* (Outside Display and Sale of Goods, Materials and Merchandise).

SECTION 9.0

INDUSTRIAL ZONES

9.3.1.4 Business Office or Professional Office of a Consulting Engineer or Surveyor

A *business office* or *professional office* ~~of a consulting engineer or surveyor~~ may be permitted provided it is clearly *accessory* to a permitted *industrial use* and does not exceed 25% of the total *gross floor area* of the *building*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

9.3.2 General Industrial (I2) Zone

9.3.2.1 Factory Store

A *factory store* shall be permitted provided it:

- a) is *accessory* to an *industrial use*; and
- b) does not exceed 25% of the total *gross floor area* of the *building* associated with the *industrial use*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

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9.3.2.2 Open Storage

Open storage shall be permitted provided it is:

- a) *accessory* to a *main use*;
- b) restricted to a *rear yard* or an *interior side yard*;
- c) not located in a *required yard*;
- ~~d) not located in an exterior side yard where it abuts an arterial road;~~
- e)d) not located in a *yard abutting* or across the *street* from a Residential *Zone*; and
- f)e) screened from any *street* or *abutting lot* by a planting strip.

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9.3.2.3 Outside Display and Sale of Goods, Materials or Merchandise

Outside display and sale of goods, materials or merchandise, is permitted as an *accessory use* in accordance with the general provisions of *Section 4.19* (Outside Display and Sale of Goods, Materials and Merchandise).

SECTION 9.0

INDUSTRIAL ZONES

9.3.2.4 Dwelling Units

A maximum of 1 *dwelling unit* may be erected *accessory* to an *industrial use* provided such *dwelling unit* is situated within or is contiguous to a *building* occupied by such *use*.

9.3.2.5 Existing Single Detached Dwellings

The alteration of *existing single detached dwellings* and the erection or alteration of *buildings accessory* thereto shall be permitted in accordance with the regulations of Residential First Density (R1(2)) *Zone*.

9.3.2.6 Business Office or Professional Office ~~of a Consulting Engineer or Surveyor~~

A business office or *professional office* ~~of a consulting engineer or surveyor~~ may be permitted provided it is clearly *accessory* to a permitted *industrial use* and does not exceed 25% of the total *gross floor area* of the *building*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

9.3.3 Secondary Industrial (I3) Zone

None

9.3.4 Factory District (I4) Zone

9.3.4.1 Factory Store

A *factory store* shall be permitted provided it:

- a) is *accessory* to an *industrial use*; and
- b) does not exceed 25% of the total *gross floor area* of the *building* associated with the *industrial use*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

9.3.4.2 Business Office or Professional Office ~~of a Consulting Engineer or Surveyor~~

A business office or *professional office* ~~of a consulting engineer or surveyor~~ may be permitted provided it is clearly *accessory* to a permitted *industrial use* and does not exceed 25% of the total *gross floor area* of the *building*, to a maximum *gross floor area* of 930 m², whichever is the lessor.

SECTION 9.0

INDUSTRIAL ZONES

9.4 General Use Regulations

No person shall within any Industrial *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 9.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 9.4: Regulations in the Industrial Zones

Zone Variation Standard [1]	I1	I2	I3O	I4
<i>Lot Area:</i>	5,000 m ²	2,000 m ²	-	2,000 m ²
<i>Lot Frontage:</i>	75 m	30 m	-	30 m
Minimum <i>Setback:</i>	7.5 m [2]	7.5 m [3]	-	7.5 m [4]
<i>Lot Depth:</i>	150 m	75 m	-	75 m
<i>Side Yard Width:</i>				
where a <i>side yard abuts</i> a residential or institutional <i>zone</i>	15.0 m	15.0 m	-	15.0 m
where a <i>side yard abuts</i> a <i>railway line</i>	0.0 m	0.0 m	-	0.0 m
all other cases	5.0 m [3]	5.0 m [3]	-	5.0 m [3]
<i>Rear Yard Depth:</i>				
where a <i>rear yard abuts</i> a residential or institutional <i>zone</i>	15.0 m [4]	15.0 m [4]	-	15.0 m [4]
where a <i>rear yard abuts</i> a <i>railway line</i>	0.0 m	0.0 m	-	0.0 m
all other cases	7.5 m	6.0 m	-	7.5 m
Maximum <i>Lot Coverage:</i>	40%	50%	-	40%
Maximum <i>Height:</i>	30 m	30 m	-	30 m
Minimum <i>Gross Floor Area (main building):</i>	1,850 m ² [5]	-	-	-
Minimum <i>Landscaped Open Space:</i>	30%	20%	-	30%

SECTION 9.0

INDUSTRIAL ZONES

Additional Regulations for Table 9.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Except that a gatehouse may be permitted as an *accessory use* anywhere in a *front yard* or *exterior side yard*, other than in a *visibility triangle*.
3. Or one-half the *height* of the *building* whichever is the greater.
4. Except where a wall not less than 2.0 m in *height* or a planting strip containing a continuous opaque barrier not less than 2.0 m in *height abuts* and extends the entire length of the *rear lot line*, in which case 6.0 m.
5. Or 15% of the *lot area*, whichever is the lesser.
6. General *use* regulations for lands with an I3 compound *zone* shall be in accordance with the compound Industrial *Zone*.

SECTION 10.0

INSTITUTIONAL ZONES

SECTION 10 INSTITUTIONAL ZONES

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Institutional *Zones* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

10.1 List of Applicable Zones

Institutional Community	IN1
Institutional Neighbourhood	IN2

10.2 Permitted Uses

Uses permitted in the Institutional *Zones* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 10.2*, below.

Table 10.2: Permitted Uses in the Institutional Zones

Uses	IN1	IN2
Residential Uses:		
<i>dwelling unit</i> as an <i>accessory use</i>	P	P
<i>retirement home</i>	P	
Institutional and Open Space Uses:		
<i>auditorium</i>	P	
<i>day care centre</i>	P	P
<i>hospice</i>	P	P
<i>hospital</i>	P	
<i>library</i>	P	
<i>nursing home</i>	P	
<i>offices, federal, provincial or municipal</i>	P	P
<i>park</i>	P	
<i>place of worship</i>	P	P
<i>recreational park</i>	P	P
<i>school, elementary</i>	P	P

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SECTION 10.0

INSTITUTIONAL ZONES

Uses	IN1	IN2
<i>school, post-secondary</i>	P	
<i>school, private</i>	P	
<i>school, secondary school</i>	P	
Commercial Uses:		
<i>business office</i> of an incorporated not-for-profit organization	P	P
<i>clinic</i>	P [1]	P [1]
<i>day care centre</i>	P [1]	P [1]
<i>private club</i>	P [1]	P [1]

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Additional Regulations for Table 10.2

1. Permitted *use* shall be *accessory* to a main permitted *use*.

10.3 Special Use Regulations

10.3.1 Institutional Community (IN1) Zone

None

10.3.2 Institutional Neighbourhood (IN2) Zone

None

SECTION 10.0

INSTITUTIONAL ZONES

10.4 General Use Regulations

No person shall within any Institutional *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 10.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 10.4: Regulations in the Institutional Zones

Zone Variation Standard [1]	IN1	IN2
Minimum <i>Lot Area</i> :	2,000 m ²	500 m ²
<i>Lot Frontage</i> :	30.0 m	15.0 m
Minimum <i>Setback</i> :	7.5 m [2]	7.5 m [3]
<i>Side Yard Width</i> :	4.5 m [3]	4.5 m [3]
<i>Rear Yard Depth</i> :	7.5 m	7.5 m
Maximum <i>Lot Coverage</i> :	30%	35%
Maximum <i>Height</i> :	30.0 m	12.0 m
Minimum <i>Landscaped Open Space</i>	35%	35%

Additional Regulations for Table 10.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Except that a gatehouse may be permitted as an *accessory use* anywhere in a *front yard* or *exterior side yard*, other than in a *visibility triangle*.
3. Or one-half the *height* of the *building* whichever is the greater.

SECTION 11.0

THEATRE DISTRICT ZONE

SECTION 11 THEATRE DISTRICT ZONE

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Theatre *Zone* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

11.1 List of Applicable Zones

Theatre District TH

11.2 Permitted Uses

Uses permitted in the Theatre District *Zone* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 11.2*, below.

Table 11.2: Permitted Uses in the Theatre District Zone

Uses	TH
<i>business and/or professional office</i>	P
<i>public park</i>	P
<i>public use</i>	P
<i>special event space</i>	P
<i>studio</i>	P
<i>theatre</i>	P
<i>theatre classroom</i>	P
<i>theatre restaurant</i>	P
<i>theatre retail store</i>	P

11.3 Special Use Regulations

11.3.1 Theatre District Zone

Business and/ or professional office is defined as ~~means~~ any part of the building in which one or more persons are employed in the management, direction or conducting of the theatre business or business associated with the theatre or where qualified persons and their staff service the business aspects of the theatre and may also include administrative offices associated with the theatre.

SECTION 11.0

THEATRE DISTRICT ZONE

11.4 General Use Regulations

No person shall within any Theatre District *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 11.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 11.4: Regulations in the Theatre District Zone

Zone Variation Standard [1]	TH
Minimum <i>Lot Area</i> :	1.83 ha
<i>Lot Frontage</i> :	Lakeside Drive shall be deemed to be the <i>front lot line</i> .
Minimum <i>Front Yard Setback</i> :	0 m
<i>Setback</i> from Morenz Drive:	7.5 m
<i>Setback</i> from Water Street:	7.5 m
<i>Setback</i> from Waterloo Street South:	7.5 m
Maximum <i>Lot Coverage</i> :	30%
Maximum <i>Height</i> :	11.5 m
Minimum <i>Landscaped Open Space</i> :	30%
Minimum Parking Spaces	166

Additional Regulations for Table 11.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Notwithstanding Section 5.3.2 (Location of Driveways, Parking Areas and Parking Aisles), *parking spaces* and drive aisles may be permitted within the *setbacks*.

When *parking spaces* are not *accessory* to a permitted *use*, they shall be made available to the public.

SECTION 12.0

PARKS AND OPEN ZONES

SECTION 12 PARKS AND OPEN SPACE ZONES

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Parks and Open Space *Zones* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

12.1 List of Applicable Zones

Parks	P
Open Space	OS

12.2 Permitted Uses

Uses permitted in the Parks and Open Space *Zones* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 12.2*, below.

Table 12.2: Permitted Uses in the Parks and Open Space Zones

Uses	P	OS
<i>auditorium</i>	P	
<i>cemetery</i>	P	
<i>conservation use</i>	P	P
<i>golf course</i>	P	
<i>park</i>	P	P
<i>private club</i>	P	
<i>recreational park</i>	P	
<i>theatre</i> (performing arts)	P	

12.3 Special Use Regulations

12.3.1 Parks (P) Zone

None

SECTION 12.0

PARKS AND OPEN ZONES

12.3.2 Open Space (OS) Zone

12.3.2.1 Buildings and Structures

No *buildings* or *structures* shall be permitted unless *accessory* to a *public use*.

12.4 General Use Regulations

No person shall within any Park and Open Space *Zone use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 12.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 12.4: Regulations in the Park and Open Space Zones

Zone Variation Standard [1]	P	OS
Minimum <i>Lot Area</i> :		
where no <i>buildings</i> are constructed	-	-
where <i>buildings</i> are constructed	1,000 m ²	1,000 m ²
Minimum <i>Lot Frontage</i> :		
where no <i>buildings</i> are constructed	-	-
where <i>buildings</i> are constructed	15.0 m	30.0 m
Minimum <i>Setback</i> :	7.5 m [2]	7.5 m [2]
<i>Side Yard Width</i> :	4.5 m [3]	4.5 m [3]
<i>Rear Yard Depth</i> :	7.5 m	7.5 m
Maximum <i>Lot Coverage</i> :	20%	10%
Maximum <i>Height</i> :	12.0 m	12.0 m
Minimum <i>Landscaped Open Space</i> :	40%	-

Additional Regulations for Table 12.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. Except that a gatehouse may be permitted as an *accessory use* anywhere in a *front yard* or *exterior side yard*, other than in a *visibility triangle*.
3. Or one-half the *height* of the *building* whichever is the greater.

SECTION 13.0

AGRICULTURAL ZONE

SECTION 13 AGRICULTURAL ZONE

No land shall be *used*, no *buildings* or *structures* shall be erected and no *lot* shall be altered in the Agricultural *Zone* except in accordance with the applicable General Provisions (*Section 4.0*) and Parking and Loading Requirements (*Section 5.0*) and the following:

13.1 List of Applicable Zones

Agricultural A

13.2 Permitted Uses

Uses permitted in the Agricultural *Zone* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 13.2* below. Where the letter "E" is identified following the symbol "P", only legally *existing uses* shall be permitted.

Table 13.2: Permitted Uses in the Agricultural

Uses	A
<i>agriculture use</i>	P
<i>agriculture-related use</i>	P E
<i>animal shelter</i>	P E
<i>conservation use</i>	P
<i>forestry</i>	P
<i>home occupation</i>	P
<i>institutional use</i>	P E
<i>livestock facility</i>	P E
non-farm residential uses <i>single detached dwelling</i>	P E
<i>on-farm diversified use</i>	P E
<i>wayside permit aggregate operation (wayside pit)</i>	P

SECTION 13.0

AGRICULTURAL ZONE

13.3 Special Use Regulations

13.3.1 Agricultural (A) Zone

13.3.1.1 On-farm Diversified Uses

- a) *On-farm diversified uses* may only be permitted through a site-specific amendment to the Zoning By-law, and in accordance with the following:
 - i) the *use* is secondary to the *main* farm *use* on the *lot*, and is clearly farm-related through on-going interaction with agricultural activities;
 - ii) the *use* is operated by a resident of the farm and employs no more than one off-farm resident employee;
 - iii) the *use* may be conducted in a *building* other than the *dwelling unit*, provided it is located within a *cluster* of *existing* farm *buildings*;
 - iv) the aggregate activity area, including all associated *uses* such as but not limited to parking, loading areas, and recreational amenities shall not exceed 15% of total *lot area*. Production lands which are *used* for the growing of crops and simultaneously *used* as part of the activity area shall not be included in the calculation of the 15%; and
 - v) the *use* shall be subject to Site Plan Control in accordance with the Planning Act.

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13.3.1.2 Agriculture-Related Uses

- a) *Agriculture-related uses* may only be permitted through a site-specific amendment to the Zoning By-law, and in accordance with the following:
 - i) the *use* is secondary to the *main* farm *use* on the *lot*, and is clearly farm-related through on-going interaction with agricultural activities;
 - ii) the *use* is restricted to "dry" agricultural operations;
 - iii) the *use* is operated by a resident of the farm and employs no more than one off-farm resident employee;
 - iv) the *use* may be conducted in a *building*, provided it is located within a *cluster* of *existing* farm *buildings*;

SECTION 13.0

AGRICULTURAL ZONE

- v) the aggregate activity area, including all associated *uses* such as but not limited to parking, loading areas, and service areas shall not exceed 15% of total *lot area*. Production lands which are *used* for the growing of crops and simultaneously *used* as part of the activity area shall not be included in the calculation of the 15%; and,
- vi) the *use* shall be subject to Site Plan Control in accordance with the Planning Act.

13.3.1.3 ~~Agriculture-Related Uses~~ Single Detached Dwellings

- a) In an Agricultural Zone, a ~~dwelling-unit-single detached dwellingshall~~ dwelling shall not be established except on a lot with an area of 15 ha or larger and in accordance with the *Minimum Separation Distance I* Formulae (MDSI).

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SECTION 13.0

AGRICULTURAL ZONE

13.4 General Use Regulations

No person shall within any Agricultural Zone *use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 13.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Table 13.4: Regulations in the Agricultural Zone

Zone Variation Standard [1]	A
Minimum <i>Lot Area</i> :	
<i>Agricultural uses</i>	<i>existing</i>
Other permitted <i>uses</i>	1,850 m ²
Minimum <i>Lot Frontage</i> :	
<i>Agricultural uses</i>	<i>existing</i>
Other permitted <i>uses</i>	30 m
Minimum <i>Yard</i> Requirements [2]:	
<i>Front Yard</i>	30 m
<i>Rear Yard</i>	30 m
<i>Side Yard</i>	30 m
<i>Exterior Side Yard</i>	30 m
Minimum <i>Yard</i> Requirements [3]:	
<i>Front Yard</i>	15.0 m
<i>Rear Yard</i>	7.5 m
<i>Side Yard</i>	4.5 m
<i>Exterior Side Yard</i>	15.0 m
Maximum <i>Lot Coverage</i> :	
Agricultural <i>buildings</i> and <i>structures</i>	10%
Other permitted <i>buildings</i> and <i>structures</i>	30%
Maximum <i>Height</i> :	
Agricultural <i>buildings</i> and <i>structures</i>	40 m

SECTION 13.0

AGRICULTURAL ZONE

Zone Variation Standard [1]	A
Other permitted <i>buildings</i> and <i>structures</i>	12 m

Additional Regulations for Table 13.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. For *buildings* and *structures* for livestock and manure storage and *buildings* and *structures accessory* to an agricultural *use*, and in accordance with the *Minimum Distance Separation II Formulae (MDS II)*.
3. For other permitted *buildings* and *structures*. Table 14.4: Regulations in the Urban Reserve Zone

Section 14.0

URBAN RESERVE ZONE

SECTION 14 URBAN RESERVE ZONE

14.1 List of Applicable Zones

Urban Reserve UR

14.2 Permitted Uses

Uses permitted in the Urban Reserve *Zone* are denoted by the symbol "P" in the column applicable to that *zone* and corresponding with the row for a specific permitted *use* in *Table 14.2* below. Where the letter "E" is identified following the symbol "P", only legally *existing* uses shall be permitted.

Table 14.2-1: Table 14.2: Permitted Uses in the Urban Reserve Zone

Uses	UR
<i>existing use</i>	P E
<i>home occupation</i>	P
<i>single detached dwelling</i>	P E

14.3 Special Use Regulations

14.3.1 Urban Reserve (UR) Zone

14.3.1.1 Existing Single Detached Dwellings

The alteration of an *existing single detached dwelling* or the erection or alteration of *buildings accessory* thereto shall be permitted in accordance with the regulations of Residential First Density (R1(2)) *Zone*.

14.4 General Use Regulations

No person shall within any Urban Reserve Zone *use* or permit the *use* of any *lot* or *erect*, alter or *use* any *building* or *structure* except in accordance with the *zone* standards in *Table 14.4* below. Any numbers in parentheses following the particular regulation, *zone* heading, or applicable standard indicates that one or more additional regulations apply to *buildings* and *structures* in the applicable *zone*.

Section 14.0

URBAN RESERVE ZONE

Table 14.4: Regulations in the Urban Reserve Zone

Zone Variation Standard [1]	UR
Minimum <i>Lot Area</i> :	<i>existing</i>
Minimum <i>Lot Frontage</i> :	<i>existing</i>
Minimum <i>Lot Depth</i> :	<i>existing</i>
Permitted <i>Buildings</i> and <i>Structures</i> :	<i>existing</i>
Minimum <i>Yard</i> Requirements: [2]	<i>existing</i>
Maximum <i>Lot Coverage</i> :	20%
Maximum <i>Height</i> :	<i>existing</i>

Additional Regulations for Table 14.4

1. Unless specified otherwise, regulations expressed herein are minimums.
2. For *buildings* and *structures* for livestock and manure storage and *buildings* and *structures accessory* to an agricultural *use*, established by the *Minimum Distance Separation II Formulae (MDS II)*.



CITY OF STRATFORD PUBLIC MEETING MINUTES

A public meeting was held on Monday, October 27, 2025, at 7:05 p.m., in the Council Chamber, at Stratford City Hall, 1 Wellington Street. The purpose of the public meeting was to give Council an opportunity to hear and consider comments from the public regarding an administrative “housekeeping” amendment to the City’s Comprehensive Zoning By-law.

COUNCIL PRESENT: Mayor Ritsma - Chair Presiding, Councillor Burbach, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa

REGRETS: Councillor Beatty, Councillor Biehn, Councillor Henderson

STAFF PRESENT: André Morin - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services and Interim Director of Human Resources, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Audrey Pascual - Deputy Clerk, Marc Bancroft - Manager of Planning, Johnny Bowes - Manager of Asset Management, Miranda Franken - Council Clerk Secretary, Will Mason - Maintenance Rent Receivables Clerk

ALSO PRESENT: Members of the public and media.

Mayor Ritsma called the meeting to order and stated the purpose of this meeting was to give Council and the public an opportunity to hear all interested persons with respect to an administrative “housekeeping” amendment to the City’s Comprehensive Zoning By-law.

The Mayor explained the order of procedure for the public meeting.

STAFF PRESENTATION

Marc Bancroft, Manager of Planning, referring to a PowerPoint presentation, provided an overview of the application. Highlights of the presentation included:

- the amendments being to address typographical and grammatical errors, to provide technical updates for areas that require clarifications and to provide necessary alignments with changes in provincial policy and legislation;
- in Section 1 "Interpretation and Administration" additional details being proposed with respect to offences, orders, right of entry and penalties included to elaborate on enforcement procedures;
- in Section 2 "Establishment of Zones" proposed amendments being to remove "bonusing" provisions which no longer apply under the Planning Act with the provision historically allowing municipalities to permit increases in height and/or density in exchange for a community benefit;
- the Planning Act now allowing municipalities to adopt a community benefit charge (CBC) by-law and collect CBC's to fund capital costs for facilities, services and matters required for development and redevelopment opportunities that are at least five (5) storeys in height and add at least ten (10) residential units;
- following the completion of the Official Plan (OP) review the Planning Division intending to bring a report to Council to consider the introduction of a new Community Benefit Charge subject to the procedures outlined in the Planning Act;
- in Section 3 "Definitions" rewording being proposed for the following definitions to provide more clarity: Berm, Building, Building Materials Yard, Cannabis Production Facility, Crematorium, Grade (average), Group Home, Home Occupation, Industrial Mall, Landscaped Open Space, Principal Residence or Principal Resident and Warehouse;
- introduction of two new definitions, "Additional Residential Units" and "Officer", to clarify or describe uses and terms within the By-law;
- the Notice of Application and Public Meeting having indicated that there would be revised definitions for "Bed and Breakfast Establishment" and "Inn" but upon further review no amendments being proposed to these definitions at this time;
- Planning staff to consider amendments to these definitions to the City's Comprehensive Zoning By-law only when conducted in tandem with the City's

licensing by-law and subject to public engagement sessions ahead of any statutory public meeting of City Council;

- proposed amendments to Section 4 “General Provisions” being;
 - new accessory structure standards for Industrial Zones;
 - new standards for Adult Entertainment Establishments with this currently allowed in the General Industrial (I2) Zone and new standards being proposed to only consider them on a site-specific basis subject to a zoning by-law amendment application on lands zoned I1 or I2 subject to siting criteria;
 - revised siting criteria for Cannabis Production Facilities to improve clarity noting this is to apply only to production facilities and not to stand-alone retailers;
 - revised Home Occupation provisions to improve clarity;
 - new standards for Additional Residential Units (ARU) to replace Secondary Suites and Garden Suites to ensure consistency with Provincial direction being a mandate that municipalities not prohibit ARUs to a maximum of three (3) units per lot including the primary dwelling unit;
 - the proposed ARU regulations permitting the construction of an ARU accessory to a single detached dwelling, semi-detached dwelling, townhouse dwelling subject to specific requirements including siting of an ARU contained in an accessory building like a detached garage, parking, servicing, access and prohibiting ARUs within hazard lands that are regulated by the Upper Thames River Conservation Authority;
- under Section 5, “Parking and Loading Requirements”, proposed revisions to the Central Business District allowing for cash-in-lieu of parking for off-street vehicular parking and bicycle parking spaces limited to non-residential uses with the amendment to allow the cash-in-lieu of parking option for residential development;
- cash-in-lieu of parking being a tool under the Planning Act where developers can pay a municipality a fee instead of providing the required number of parking spaces for a new development with the collected funds then used by a municipality to improve public parking facilities;
- the City of Stratford not currently having a cash-in-lieu of parking framework in place;

- Planning staff intending to bring a report to Council to introduce a cash-in-lieu of parking framework limited to the City's Central Business District and subject to the procedures outlined in the Planning Act following the completion of the Official Plan review;
- proposed amendments in Section 7 "Commercial Zones" being;
 - to allow "art gallery" as an additional use in the Central Commercial (C3) Zone;
 - to remove "gas bar" as a permitted use in the Neighbourhood Commercial (C1) Zone;
 - to introduce new regulations for gas bars in Highway Commercial (C2) and Shopping Centre Commercial (C4) Zones;
 - it was noted that standards should apply considering a gas bar is currently allowed in those zones;
 - to allow "dwelling units" below the first storey for lands zoned Neighbourhood Commercial (C1), Highway Commercial (C2) and Central Commercial (C3) as dwelling units are currently limited to above the first storey only;
- proposed amendments to Section 9 and 10, "Industrial and Institutional Zones", being the addition of "self-storage establishment" as an additional permitted use to the Prime Industrial (I1) and General Industrial (I2) Zones;
- the addition of "day care centre" as an additional permitted stand-alone use to the Institutional Community (IN1) and Institutional Neighbourhood (IN2) Zones with a day care currently allowed as an accessory use and not stand alone;
- the housekeeping notice having been circulated to agencies on October 7, 2025 with two notable responses;
- Shelterlink having responded to ask why shelters are not included in the Zoning By-law through the housekeeping process;
- Shelterlink representatives having approached City Planning earlier in the fall regarding establishing a shelter at a specific location in the City;
- Planning staff having provided a comprehensive response and advised that the specific location permitted a group home as of right subject to criteria and requested

Shelterlink demonstrate how the proposed use aligns with the definition of group home and related provisions;

- Shelterlink feedback to assist the City in clearly understanding where standards are met or cannot be satisfied and to determine what planning approvals are required if any;
- the week of October 20, 2025, Shelterlink having responded to confirm the proposed shelter does not align with the Group Home definition and may require a new definition to the Zoning By-law;
- Planning staff continuing to work collaboratively with Shelterlink;
- Shelterlink needing to retain a Registered Professional Planner to assist with their proposal through a stand-alone zone change application;
- Perth Huron Builders Association having noted a series of technical considerations including a request to include a duplex to allow ARUs similar to the permissions for singles, semi and town house dwellings and also increasing the height for ARUs in rear yard accessory structures from 6 m to 7 m with a further suggestion of increasing the side/rear yard from 1 to 2 m;
- no significant concerns having been received from agencies overall;
- the Notice having been published in the Beacon Herald on September 27, 2025 and on the Engage Stratford site on October 7, 2025 with no public comments received to date; and
- questions having been received with staff having provided clarification.

QUESTIONS/COMMENTS FROM COUNCIL

Councillor Sebben requested further information regarding the home occupation provisions under Section 4. The Manager of Planning advised that the current definition is long winded and creates ambiguity. The proposed amendment providing a more focused approach and using general terms to convey that home based offices are permitted provided certain criteria are met with a key criterion being that there is no acceptable adverse impact on neighbouring properties, no additional noise, dust or traffic and no visible signs that it is for a business save a small sign in front of the dwelling.

Councillor Wordofa requested further information regarding the gas bar amendments. The Manager of Planning replied the one key change being to include standards for gas bars

under the C2 and C4 zones noting that although gas bars are permitted under these zones as an acceptable use there are no current standards, for example setbacks, with there being a need for references to be inputted into the by-law outlining what the standards are.

QUESTIONS/COMMENTS FROM THE PUBLIC

Barb Cottle, Co-chair of the Shelterlink Board and Kate Trudeau, Executive Director of Shelterlink commented that their organization has hit a road block in the search for a new home. Shelters not being referenced in the Zoning By-law which limits the ability to build or repurpose an existing space. There being no zone or definition in the by-law that Shelterlink fits under and without an appropriate definition they are unable to complete a zone change. Shelterlink needing a definition that matches and wanting to work collaboratively with the City.

COMMENTS FROM THE MAYOR

The Mayor advised that City Council intends to consider the proposed amendments at a future Regular Council meeting where members will have an opportunity for full discussion after reviewing comments received from the public at this time.

Anyone who would like to receive further notice of this matter can email clerks@stratford.ca.

The Mayor adjourned the meeting at 7:26 p.m.

There were no requests from members of the public to receive further information about this application.



MANAGEMENT REPORT

Date: March 23, 2026
To: Mayor and Council
From: Alexander Burnett, MCIP, RPP, Intermediate Planner
Report Number: COU26-039
Attachments: None

Title: Intent to Designate - 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act

Objective: To provide a recommendation from Heritage Stratford regarding the proposed intent to designate 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act.

Background:

On August 11, 2023, a heritage building designation application was submitted by the homeowners of 87 Nile Street. The application was in response to a letter sent July 2023 to all non-designated property owners in the City from Heritage Stratford, encouraging the designation of their properties.

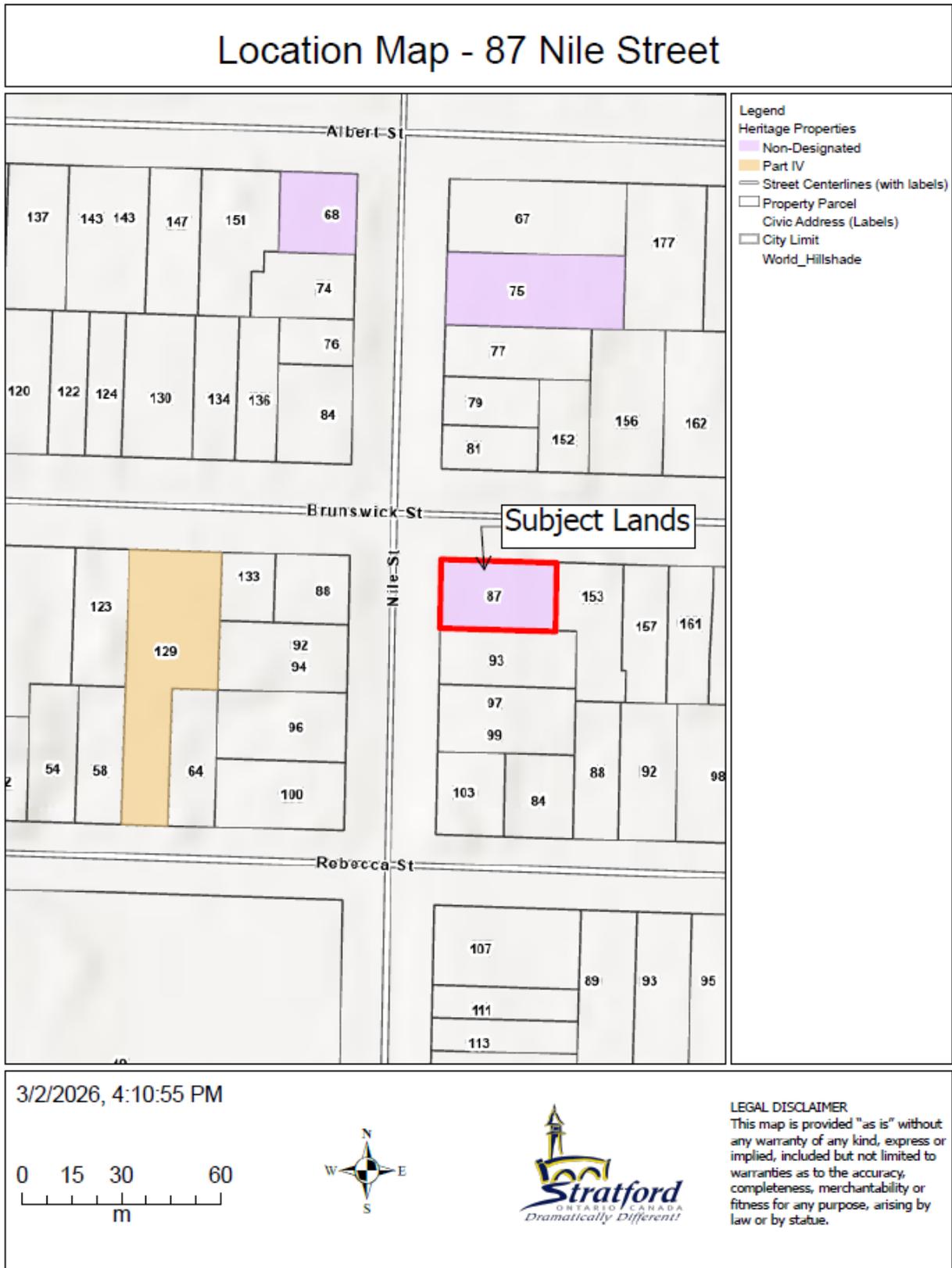
Upon receipt of the application, Heritage Stratford completed further research on the property and assessed the request in accordance with the Ontario Heritage Act, and the City's Official Plan.

After completion of the review, Heritage Stratford resolved that City Council issue a notice of intention to designate 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act for the reasons set out in this report.

Location

The subject lands are located at the southeast corner of Nile and Brunswick Street, legally described as PT Lot 1 PLAN 21 Stratford PT 4, 44R2279 in the City of Stratford.

Location Map – 87 Nile Street



Site Photos



Figure 1. Front façade of 87 Nile Street (March 6th, 2026).



Figure 2. Front façade of 87 Nile Street (date unknown).

Property History

Built in 1857, 87 Nile Street is one of Stratford's oldest surviving houses and over the last 160+ years has been associated with many prominent Stratford citizens and businesses.

87 Nile Street was constructed by William Easson, a local carpenter and businessman who immigrated to Canada from Scotland in 1844. Other notable buildings constructed by Easson include the "Avon Castle" (113 William Street, his own personal residence) and the "Easson Block" downtown. Most notably, Easson was the proprietor of Easson's Mill, a steam sawmill located along the bank of the Avon River. The mill was a major employer in the City, receiving many contracts with the Grand Trunk Railway, leading to Eason being considered one of the City's most prominent businessmen. Eason Street in Stratford is named after William Easson.

The house was built for John and Elizabeth Forbes, who did not live in the house but rented it to R. Williams, a clerk of the Divisional Court. John Forbes was the original owner of the Queen's Arms Hotel which later was rebuilt and became known as the Queen's Inn. In 1873, 87 Nile Street was given to John and Elizabeth's daughter Jennie Forbes as a wedding present.

Jennie Forbes, described as a beloved citizen in her obituary, was an active member of Knox Church and president of the Ladies Aid and Hospital Aid organizations within Stratford. Her husband, Dr. James Robertson served as the President of the Ontario College of Physicians and Surgeons and as the City's Health Officer for over 40 years. Locally he became known as the doctor of the Grand Trunk Railway due to the railway's prominent employment in the City. After his passing, Dr. Robertson was referred as a leading citizen of Stratford. Jennie and James' son Lorne became a prominent doctor in the City as well, joining and then later running the family practise. Dr. Lorne Robertson was a very well-respected community member, and active in several Stratford organizations/groups, including the School Board, The Chamber of Commerce, The Legion, and the local hockey club. During the lifetime of the Robertson family, they outgrew the home at 87 Nile Street which they then used as a medical office for their practise. The home remained owned by the Robertson family until the passing of Dr. Lorne Robertson in 1952.

The home then changed ownership a few times over the next 10 years and fell into disrepair, leading to it being condemned by the City in the 1960's. However, in 1969 before it was torn down, local historian James Anderson purchased the property and restored the home. James Anderson was a schoolteacher and artist whose passion for heritage preservation led him to becoming the City's first archivist in 1972. Anderson contributed significantly to heritage preservation efforts within Stratford and Perth County, including the former Registry Office and County Courthouse, the Stratford-Perth Museum, the Brocksden County School Museum, and the Fryfogel Tavern. In addition to 87 Nile Street, Anderson is credited with restoring the historical house located at 77

Brunswick Street, which was designated a Part IV heritage property by the City in 1985. Anderson was also instrumental in the creation of Stratford's Heritage Committee and served as its chair and long-standing member for many years. Today Heritage Stratford awards the "James Anderson Award" to:

- i) Individuals who have made a significant contribution to the community of Stratford in the area of build or cultural or natural heritage preservation, or heritage garden conservation; or
- ii) Small project groups where an effort was shared by a steering or ad-hoc committee; by co-authors of a local history publication; or by a group instrumental in the restoration of a heritage property.

After completion of the restoration and Anderson's death in 1994, the property became a bed and breakfast (B&B). Operated by Don and Kathy Spiers, the B&B was called "The Jennie Forbes Cottage Bed and Breakfast" in honour of the original recipient of the home. The property was later purchased by Susan Allan who continued to run the B&B, until it was purchased by the current property owners, Hammond Bentall and Judith Horner in 2014.

Sources:

Anderson, James. "Jennie Forbes's Wedding Present 100 Years Ago." *Stratford Beacon Herald*, 1974.

"Beloved Citizen Dies in Hospital." *The Beacon Herald*, 28 June 1943, p. P.5.

"Death Calls a Prominent Medical Man." *Stratford Beacon Herald*, 4 Nov. 1924, p. 1.

[Perth County | Stratford-Perth Archives James Anderson Gallery](#). Accessed March 2, 2026.

"Prominent Stratford Doctor Dr. Lorne F. Robertson, Dead." *Stratford Beacon Herald*, 1952.

Shypula, Brian. "Local Historian Jim Anderson Dies." *The Beacon Herald*, 1994.

[Stratford-Perth County Branch ACO \(Architectural Conservancy of Ontario\) | Historical Plaque Properties](#). Accessed March 2, 2026.

[Streets of Stratford | Easson Street](#). Accessed March 2, 2026.

[Streets of Stratford. | Ontario Street](#). Accessed March 2, 2026.

Walker, Paul, and Gordon Conroy. "[The Streets of Stratford: James Alexander Anderson Was the "Archivist on the Roof."](#)" *The Beacon Herald*, The Beacon Herald, 12 Oct. 2023. Accessed March 2, 2026.

Analysis:

Planning Framework

Planning Act

Section 2 of the Ontario Planning Act identifies the conservation of cultural heritage resources as a matter of Provincial interest and directs that municipalities shall have regard to the conservation of features of significant architectural, cultural, historical, archaeological, or scientific interest. The conservation of cultural heritage resources contributes to other matters of provincial interest, including the promotion of built form that is well-designed and that encourages a sense of place.

Provincial Planning Statement, 2024

In accordance with Section 4.6 of the Provincial Planning Statement (PPS), built heritage resources and cultural heritage landscapes shall be conserved. Built heritage resources are defined in the PPS as a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an indigenous community. Built heritage resources are located on a property that may be designated under Part IV or V of the Ontario Heritage Act, or may be included on local, provincial, federal and/or international registers.

City of Stratford Official Plan

Section 3.5.3 of the Stratford Official Plan sets out additional criteria for designation:

The City shall continue to designate by by-law individual properties and groups of properties, as well as cultural heritage landscapes, pursuant to the provisions of the Ontario Heritage Act utilizing criteria for determining heritage value or interest established by provincial regulation under the Ontario Heritage Act and the following municipal criteria:

- A) prehistoric and historical associations with a theme of human history that is representative of cultural processes in the settlement, development and use of land in the City;
- B) prehistoric and historical associations with the life and activities of a person, group, institution or organization that has made a significant contribution to the City;
- C) architectural, engineering, landscape design, physical, craft and/or artistic value;
- D) scenic amenity with associated views and vistas that provide a recognizable sense of position or place;
- E) contextual value in defining the historical, visual, scenic, physical and functional character of an area; and,
- F) landmark value.

The Ontario Heritage Act enables municipalities to identify and protect heritage resources by way of designation under Part IV or Part V of the legislation. The City of Stratford Official Plan implements key heritage principles and interests set out in the provincial framework under the Planning Act, the Provincial Planning Statement, and the Ontario Heritage Act and provides direction to further identify, protect and manage significant cultural heritage resources within the City. The designation of individual properties under Part IV of the Ontario Heritage Act is one tool that municipalities can utilize to identify and protect heritage cultural resources within the City.

Ontario Heritage Act

Buildings, structures, and landscapes may be designated under Part IV of the Ontario Heritage Act if they meet a minimum of two of the following criteria (Ontario Regulation 9/06):

1. The property has design value or physical value because it,
 - a) is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - b) displays a high degree of craftsmanship or artistic merit, or
 - c) demonstrates a high degree of technical or scientific achievement.

2. The property has historical value or associative value because it,
 - a) has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
 - b) yields, or has the potential to yield, information that contributes to an understanding of the community or culture, or
 - c) demonstrates or reflects the works or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

3. The property has contextual value because it,
 - a) is important in defining, maintaining or supporting the character of an area,
 - b) is physically, functionally, visually or historically linked to its surrounding, or
 - c) is a landmark.

When putting forward a property for designation under the Ontario Heritage Act, there are four pieces of information required under O. Reg 385/21 and they are:

- Description of the portion of the property that has cultural heritage value or interest by way of site plan, scaled drawing or a description in writing;
- Statement of cultural value or interest which must identify and explain which of the designation criteria within O. Reg 9/06 is met;
- Description of heritage attributes which must explain how each heritage attribute contributes to the cultural heritage value or interest of the property; and

- Property identifier which includes the legal description, municipal address and general description of where the property is location (name of the neighbourhood/ward or closest major intersection).

Designation Process:

There are seven steps to designating an individual property under Part IV of the Ontario Heritage Act. These steps are:

1. Identifying a property as a candidate for designation
2. Researching and evaluating the property
3. Serving the notice of intention to designate, with an opportunity for objection
4. Passing the designation by-law
5. Appeals and coming into force
6. Listing the property on the municipal register
7. Including property on the Ontario Heritage Trust register

Prior to designating a property under the Ontario Heritage Act, Council must pass a motion to proceed to designate the property. Council must also notify the property owner and the Ontario Heritage Trust and the Notice of Intent to designate must be published in a local newspaper. There is a 30-day objection period. If no objections to the Notice of Intent to designate are received after 30 days, Council may proceed to pass a by-law designating the property.

Any person who objects to the by-law may appeal to the Ontario Land Tribunal in accordance with the Ontario Heritage Act, as amended within 30 days of the publication of the designation in the newspaper.

Description of Property

The property municipally known as 87 Nile Street, located at the southeast corner of Nile Street and Brunswick Street in the City of Stratford, contains a symmetrical red brick house with a low hip roof, constructed in 1857.

Statement of Cultural Value or Interest

87 Nile Street is of cultural value and interest as it is an excellent example of Regency Cottage architecture from the mid-19th Century in Stratford and Southern Ontario, and its historical associations with prominent Stratford citizens William Easson and James Anderson.

The house has design and physical value as it is an excellent example of Regency Cottage architecture. Popular in Upper Canada and then the United Province of Canada, Regency Architecture emphasized connection to nature and pleasant design, typically subtle and understated. Proportion and balance were valued, often incorporating low hip roofs, symmetrical facades, and verandahs. The Regency Cottage style is representative throughout 87 Nile Street through its modest footprint, low hip roof, symmetrical red brick exterior, and minimal decorative features.

87 Nile Street has historical and associative value as it demonstrates the early works of William Easson, a prominent builder and employer in Stratford during the 19th century. Further, the house is directly associated with the heritage preservation and restoration efforts of James Anderson, the City's first archivist.

Description of Heritage Attributes

The following attributes of 87 Nile Street are considered heritage attributes as defined by the Ontario Heritage Act and contribute to its cultural heritage value and interest as a property with physical and historical/associative value.

- a) Red brick house with symmetrical façade
- b) Low hip roof
- c) First storey rectangular 6/6 windows
- d) Yellow brick window headers
- e) Yellow brick quoins
- f) Front door with multi-paned sidelights and transom

These attributes are an excellent representation of a Regency Cottage of the 19th Century.

Compliance with Designation Criteria

87 Nile Street meets the following sections of the Provincial Criteria set out in Regulation 9/06:

1. The property has design value or physical value because it,
 - I. is a rare, unique, representative or early example of a style, type, expression, material or construction method. *Specifically, the house is representative of*

the Regency Cottage architectural style prominent in Stratford and the surrounding region.

2. The property has historical value or associative value because it,
- II.* demonstrates or reflects the works or ideas of an architect, artist, builder, designer or theorist who is significant to a community, *specifically William Easson, a prominent builder and businessman in Stratford during the 19th century.*
 - III.* has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community, *specifically the restoration efforts of James Anderson, the City's first archivist.*

The heritage attributes also meet the following criteria outlined within Section 3.5.3 i) of the City of Stratford's Official Plan:

- b) prehistoric and historical associations with the life and activities of a person, group, institution or organization that has made a significant contribution to the City; *specifically, William Easson and James Anderson.*
- c) architectural, engineering, landscape design, physical, craft and/or artistic value; *specifically, an excellent example of Regency Cottage architecture.*

Public Comments

Should public comments be received in response to the Intention to Designate, all responses will be submitted to Council for consideration.

Financial Implications:

There are no direct or anticipated financial implications because of the recommendation to designate the subject property under Part IV of the Ontario Heritage Act. The cost of the plaque for the designation is within the existing Heritage Stratford budget.

Legal considerations:

The heritage designation will be required to be registered on title of the property.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as recognizing the built and cultural heritage of Stratford preserves heritage properties for future generations.

Alignment with One Planet Principles:

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT City Council issue a notice of intention, consistent with Heritage Stratford's recommendation, to designate 87 Nile Street under Part IV, Section 29 of the Ontario Heritage Act, specifically the:

- a) Red brick house with symmetrical façade**
- b) Low hip roof**
- c) First storey rectangular 6/6 windows**
- d) Yellow brick window headers**
- e) Yellow brick quoins**
- f) Front door with multi-paned sidelights and transom**

AND THAT, subject to designation, a commemorative plaque be installed on the subject lands.

Recommended by: Alexander Burnett, MCIP, RPP, Intermediate Planner

Reviewed by: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning

Adam Betteridge, Director of Building and Planning Services

Approved for Council by: André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: March 23, 2026
To: Mayor and Council
From: Sean Beech, Manager of Environmental Services
Report Number: COU26-037
Attachments: Stratford Schedule 22 - Annual Summary Report 2025

Title: 2025 Annual Water Summary Report

Objective: To present the 2025 Water Summary Report to members of Council as required by Schedule 22 of O. Reg 170/03.

Background: The owner of a drinking water system shall ensure that, as per Ontario Regulation 170 (O. Reg. 170/03), a "Summary Report for Municipal Drinking Water" is prepared no later than March 31st of the following year and presented to members of Municipal Council.

The Annual Water Quality Report regulatory requirement is to have the report available to the public by February 28 of each year. This report can be found on the City of Stratford website.

Analysis: This 2025 Water Summary Report serves as a comprehensive review of the Drinking Water System performance as it relates to regulations and criteria that fall under the municipal drinking water licensing program. It has been prepared in accordance with O. Reg. 170/03.

The Summary Report covers the reporting period of January 1, 2025, to December 31, 2025, and includes detailed information on system performance, compliance status, water quality results, and flow data for the municipal drinking water distribution system. The information provided complies with the reporting requirements of O. Reg. 170/03 Section 11.

There were no Adverse Drinking Water Quality Incident (AWQI) reported during this reporting period.

Our current water taking practices are not having any negative effects on other wells or the environment, based on a third-party review of the monitoring well data.

The drinking water system received 8 out of 497 Non-Compliance Risk and as such received a positive rating of 98.39% for the Final Inspection Rating from the Ministry of Environment, Conservation and Parks (MECP). The MECP Inspecting Officer identified 1 non-compliance with the regulatory requirements. This instance was administrative in nature and was rectified immediately following the inspection. Updates were sent to MECP Inspection Office during this process to show our progress on the corrective actions.

Upon Council resolution receive this report, the Summary Report will be posted on the City of Stratford website and will be available, in hard copy form, at the City Annex, Infrastructure and Development Services, 82 Erie Street, 3rd Floor.

Financial Implications:

Financial impact to current year operating budget: The yearly operating and capital budgets have been developed to ensure that the necessary resources are available to meet the requirements of the Acts and Regulations.

Potentially, costs could be incurred by the City of Stratford if we did not meet the requirement to submit this report as the MECP would be required to retain experts (at the City's expense) to investigate the municipal drinking water system and raw water supply to allow us to continue to supply water.

Alignment with Strategic Priorities:

Enhance Our Infrastructure

This 2025 Water Summary Report serves as a comprehensive review of the Drinking Water System performance as it relates to regulations and criteria that fall under the municipal drinking water licensing program. It has been prepared in accordance with O. Reg. 170/03.

Alignment with One Planet Principles:

Sustainable Water

Using water efficiently, protecting local water resources and reducing flooding and drought.

Staff Recommendation: THAT the 2025 Water Summary Report be received for information to keep within the compliance standards set out in Ontario Regulation 170/03.

Prepared by: Sean Beech, Manager of Environmental Services
Recommended by: Taylor Crinklaw, Director of Infrastructure Services
 André Morin, CPA, Chief Administrative Officer



Infrastructure Services Department
82 Erie Street, 3rd Floor
Stratford ON N5A 2M4
(519) 271-0250 Ext. 222
www.stratford.ca

March 1st, 2026

Dear Water Consumer,

The Water Division is pleased to provide the 2025 Annual Summary Report for the City of Stratford Drinking Water System.

The attached report is in accordance with Schedule 22 of O. Reg 170/03, under the Safe Drinking Water Act.

As identified under Section 12 of O. Reg. 170/03, it is required that the Annual Report as per Section 11 of O. Reg. 170/03 and the Summary Report be made available for inspection by any member of the public during normal business hours, without charge. This report can be viewed at Infrastructure and Developmental Services, City Annex, 82 Erie Street, 3rd Floor, Stratford.

The report can also be found on the City of Stratford website at:
<https://www.stratford.ca/en/live-here/waterannualreports.aspx>

This report will also be provided to members of council by March 31, 2026.

For any questions or additional information regarding the report, please contact me at (519) 271-0250 ext. 222.

Yours truly,

A handwritten signature in black ink, appearing to read 'S Beech'.

Sean Beech
Manager of Environmental Services



2025

Annual Summary Report

City of Stratford Drinking Water System

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Quality Management System Policy

The City of Stratford, as the owner and operator of the treatment and distribution drinking water system, is committed to developing a high level of trust, commitment, and accountability by consistently delivering high quality and safe drinking water to the consumers.

The City of Stratford Water Division is committed to:

- Providing safe and reliable drinking water services to our consumers, by managing potential risks, promoting resource stewardship and source water protection,
- Complying with applicable legislation, regulations, guidelines, and standards as related to the provision of safe drinking water.
- Maintaining and continually improving the effectiveness of the Quality Management System; and
- Establish and maintain a Quality Management System that is consistent with the Quality Management System Policy.

The City of Stratford Quality Management System Summary

The City of Stratford Quality Management System (QMS) is legislated under the Drinking Water Quality Management Standard (DWQMS) through the Safe Drinking Water Act. To maintain operating authority accreditation, the Ministry of the Environment, Conservation and Parks (MECP) mandate tasks that must be completed annually. These activities include:

- Conducting an internal audit of the Quality Management System.
- Conducting a Management Review meeting.
- Participating in an external audit conducted by a third-party Accreditation Body.
- Updating the Quality Management System Operational Plan.
- Updating Council of the status of the Quality Management System.

Internal audits were completed with support from Water operational staff and Acclaims Environmental. One non-conformity was identified as a result of the internal audit, which has been addressed. The audit report also noted five areas for opportunities for improvement which are all being addressed by staff.

The City of Stratford must receive accreditation annually to operate the drinking water system. Through a qualified third-party auditor, the City must demonstrate that its QMS meets the requirements of the DWQMS (Drinking Water Quality Management Standard). SAI Global conducted an external surveillance audit on February 20th, 2025, by Janet McKenzie. There were no non-conformances and one OFI identified. Intertek conducted a re-accreditation audit March 11-12th 2025, two minor nonconformities were found and addressed by staff.

Staff are required to conduct an annual Management Review meeting to evaluate the effectiveness of the QMS. Deficiencies and opportunities for improvement are identified, and action items are developed to ensure follow-up. The City of Stratford held their management review meeting on December 17th, 2025. All requirements were met in 2025.

1.0 System Overview

This annual summary for the City of Stratford Drinking Water System was published in accordance with Schedule 22 of Ontario's Drinking Water Systems Regulation for the reporting period of January 1, 2025, to December 31, 2025. The City of Stratford Drinking Water System (waterworks number 220000530) is categorized as a Large Municipal Residential Drinking Water System.

This report was prepared by the City of Stratford on behalf of the Corporation of the City of Stratford and must be supplied to the municipal council by March 31, 2025.

2.0 Compliance with Regulations

The City of Stratford Drinking Water System is operated and maintained to ensure that safe drinking water supplied to the consumers and serviced by the system satisfies requirements within the Safe Drinking Water Act, the regulations, the Municipal Drinking Water License (074-101) and Drinking Water Works Permit (074-201).

The Ministry of the Environment, Conservation and Parks (MECP) conducted a routine annual inspection on June 17, 2025. The inspecting officer, Neville Rising, identified one non-compliance with regulatory requirements associated with a sampling requirement. The non-compliance was readily correctable and resolved in advance of the next reporting year. Progress updates on corrective actions were provided to Mr. Rising throughout the process.

There were no Adverse Drinking Water Quality Incidents (AWQI's) reported during this reporting period.

Water quality exceedances for Fluoride and Sodium were observed in samples taken in 2025. The Fluoride and Sodium levels continue to be an issue in the system due to them occurring naturally. Annual notification is provided to property owners on their water bill as well as notification on the Huron Perth Public Health website of the Fluoride levels.

Fluoride & Sodium exceedances are reportable every 57 months. Next reportable exceedances will be in 2027 and 2028.

- Next reporting requirement for Fluoride, for all treated entry locations, is March 8, 2028.
- Next reporting requirement for Sodium, for all treated entry locations, is December 8, 2027.

3.0 Corrective Actions

The routine MECP Inspections have an Inspection Rating Record, which evaluates the system to provide information for the owner/operator on areas that need to be improved. The areas that were evaluated for the City of Stratford Drinking Water System were: Treatment Process, Operations Manuals, Water Quality Monitoring, Reporting and Corrective Actions and Other Inspection Findings. This system received 8 out of 497 non-compliance risk ratings and as such received 98.39% for the Final Inspection Rating.

4.0 Summary of Quantity of Water Supplied

Production Wells and Treated Flows

Within the City of Stratford Drinking Water System there is a total of 11 confined artesian wells. Of the 11 wells in the system, five are considered remote facilities that are located throughout the city. The distribution system has over 180 kilometers of cast iron, ductile, steel and PVC water main, varying in size from 100mm to 400mm. Additionally, The City of Stratford's water system is 100% metered, with more than 12,537 service connections.

There are also two water towers within the distribution system that provide both storage and pressure stability. The City's topography is moderately level which allows for a single pressure zone throughout the distribution system.

Attached as Appendix A is a summary of the flow rates for 2025, which include Municipal Drinking Water License Schedule C rated capacity, total and average daily flows, and raw water peak flows.

Monitoring Wells

As per section 4.2 (4) of the Permit to Take Water, all data collected under the monitoring well program shall be analyzed, interpreted, and summarized in an annual report by a qualified person. The 2025 final report was prepared by ARL Groundwater Resources Ltd. on February 24th, 2026. Reports can be viewed at 82 Erie Street, 3rd Floor Engineering.

General comments include:

- Total pumpage from all wells was approximately 7.5% higher in 2025 compared with 2024.
- The Romeo Street well field accounted for approximately 50% of the total well production in 2025, followed by Dunn (18%), O'Loane (16%), Lorne (8%), Mornington (5%), and Chestnut (3%).

- Previous hydrographs show that both Lorne and Chestnut production wells have an influence on the water levels recorded at Lorne Ave monitoring well. However, the 2025 hydrographs do not show the effects of reduced pumping at Chestnut, most likely because it was offset by higher pumping at Lorne Ave.
- There is evidence that water levels have a general decline throughout the year.
- There is no evidence available to indicate that water taken by the city in 2025 had an adverse effect on other private wells or the natural environment.

Recommendations:

- Restore operation of dataloggers at the monitoring wells.
- Prepare a separate graph for the current year so that the data is less compressed.

Appendix "A" – Flow Data

Chestnut Street Well and Pumphouse

Month	Raw Peak Flow Rate (Max = 2500 L/min)	Treated Water (MDWL Limit = 3600 m ³ /day)	Monthly Average (m ³ /day)
January	1627	1828	635
February	1619	1834	1356
March	1622	1816	767
April	1633	1158	508
May	0	0	0
June	0	0	0
July	0	0	0
August	0	0	0
September	0	0	0
October	0	0	0
November	0	0	0
December	0	0	0
Average	-	-	272
Maximum	1633	1834	-

*Chestnut Street Well and Pumphouse were offline as of April 19th due to communication upgrades.

Mornington Street Well and Pumphouse

Month	Raw Peak Flow Rate (Max = 3410 L/min)	Treated Water (MDWL Limit = 4910 m ³ /day)	Monthly Average (m ³ /day)
January	2282	468	234
February	2297	435	286
March	2306	680	177
April	2290	1048	259
May	2287	2638	1320
June	2280	2704	1372
July	2256	557	286
August	2254	531	337
September	2239	849	310
October	2240	652	303
November	2257	1596	193
December	2259	1812	355
Average	-	-	434
Maximum	2306	2704	-

Appendix "A" – Flow Data**Lorne Avenue Well and Pumphouse**

Month	Raw Peak Flow Rate (Max = 1370 L/min)	Treated Water (MDWL Limit = 1973 m ³ /day)	Monthly Average (m ³ /day)
January	1179	221	73
February	1195	136	71
March	1164	254	53
April	1155	521	90
May	1151	1025	126
June	1138	826	133
July	1131	269	95
August	1126	792	147
September	1533	1447	696
October	1158	771	621
November	1153	1029	394
December	3587	1440	704
Average	-	-	267
Maximum	1195	1447	-

*Sept 2nd and Dec 19th - Flushing to waste, extended our PTTW L/min due to no back pressure during flushing.

Dunn Road Well and Pumphouse

Month	Raw Peak Flow Rate (Max = 5000 L/min)	Treated Water (MDWL Limit = 7200 m ³ /day)	Monthly Average (m ³ /day)
January	2799	1888	917
February	8177	58	2
March	12153	3337	1340
April	2821	2131	1646
May	2978	3364	2522
June	2760	3310	2834
July	2916	3212	3011
August	2730	3149	2346
September	2727	3085	1586
October	2753	1641	1344
November	2750	2187	866
December	5266	3130	1676
Average	-	-	1674
Maximum	12153	3364	-

Appendix "A" – Flow Data

*Feb 27th, Mar 3rd, Dec 29th - Flushing to waste, extended our PTTW L/min due to no back pressure during flushing.

O'Loane Avenue Well and Pumphouse

Month	Raw Peak Flow Rate (Max = 3406 L/min)	Treated Water (MDWL Limit = 4905 m ³ /day)	Monthly Average (m ³ /day)
January	3050	3286	1792
February	3128	2611	2010
March	3089	2291	583
April	3092	2818	1933
May	3007	2449	210
June	18793	2570	501
July	3011	3854	2370
August	3049	4073	2403
September	3236	2325	1947
October	3073	2277	1775
November	3067	1984	666
December	3196	3110	1405
Average	-	-	1466
Maximum	18793	4073	-

*Jun 19 - Flushing to waste, extended our PTTW L/min due to no back pressure during flushing.

Romeo Street Pumping Station

Month	Raw Peak Flow Rate (see individual flow rates FW 1, 2, 3, 4, 6, 7)	Treated Water (MDWL Limit = 17012 m ³ /day)	Monthly Average (m ³ /day)
January	-	0	0
February	-	6430	5595
March	-	5860	2563
April	-	6160	5460
May	-	7940	6195
June	-	7900	6520
July	-	7550	5915
August	-	7760	5936
September	-	6368	5817
October	-	6108	5708
November	-	6132	2788

Appendix "A" – Flow Data

December	-	6940	5373
Average	-	-	4823
Maximum	-	7940	-

Romeo Street Pumping Station Raw Peak Flows

Field Wells 1, 2, 3, 4, 6, 7 (PTTW allowable water taking is per individual field well)

Month	FW1 (L/min)	FW2 (L/min)	FW3 (L/min)	FW4 (L/min)	FW6 (L/min)	FW7 (L/min)
January	1086	1101	944	1071	2987	2415
February	1091	2.75	947	1065	3074	2549
March	1094	4	944	1159	3181	2734
April	1091	5.25	943	1069	3039	2705
May	2001	1980	2003	1047	3027	4994
June	1087	1109	942	1052	3244	3275
July	1079	1104	920	1056	2985	2626
August	1084	1098	940	1026	2887	2479
September	1083	1102	929	1036	2899	2738
October	1086	1106	926	1038	2982	2743
November	1085	116	917	1041	3016	2781
December	1089	1114	890	1043	3059	2770
Average	-	-	-	-	-	-
Maximum	2001	1980	2003	1159	3244	4994
Max Limit	1136	1136	1136	1136	3858	3410

* High peak flows for all the field wells are due to yearly flow meter calibrations.



MANAGEMENT REPORT

Date: March 23, 2026
To: Mayor and Members of Council
From: Audrey Pascual, Deputy Clerk
Report Number: COU26-040
Attachments: None

Title: Outdoor Patio Program Update

Objective: To provide Council with an update regarding the Outdoor Patio Program and seek direction regarding potential changes.

Background: Outdoor cafés are licensed by the City of Stratford to permit restaurants to provide outdoor seating on designated and approved municipal property, including but not limited to a sidewalk, for the purpose of serving or consuming food or beverage. Outdoor cafés are permitted to operate beginning May 1st to November 1st.

Under the current program, the City offers three types of patios:

- Standard Outdoor Café – this type allows the placement of the outdoor café immediately adjacent to a building but it cannot encroach onto a pedestrian corridor. Prior to the COVID-19 pandemic, this was the only type of patio permitted in the City.
- Patio-Boardwalk Extension – this type allows the extension of a standard outdoor café onto the pedestrian corridor portion of the sidewalk by redirecting pedestrian traffic through a boardwalk which sits on parking spaces. This type was introduced in 2020 under the Patio Boardwalk Project which received funding from FedDev Ontario for the building/acquisition of 20 wooden boardwalks.
- Pop-up Patio – this type allows the outdoor café to be placed directly in parking spaces that are adjacent to the restaurant. With this option, the sidewalk remains available for pedestrian use as the patio is fully located in parking spaces. This patio option is not available for businesses along Ontario or Erie Streets due to health and safety concerns. This patio was introduced in 2021 as an alternative opportunity to those establishments that may not qualify for a standard outdoor café or patio-boardwalk extension.

In accordance with the City's Business Licensing By-law and Fees and Charges By-law, fees for Outdoor Café Licences currently include a flat rate licence fee and a per square metre fee. The approved fees for 2025 were \$663.00 plus \$2.86 per square foot. The approved fees for 2026 are \$680.00 plus \$2.93 per square foot.

Analysis:

Program Participation and Administration

The Outdoor Patio Program remained stable in 2025, with 19 Outdoor Café licences issued (9 standard outdoor cafés and 10 patio-boardwalk extension patios), matching overall participation levels from 2024. For the 2025 season, there were four new participating businesses while two previously licenced businesses did not participate. Licence fees collected totalled \$25,835.94, while operating costs for the boardwalk installation, repairs, and removal totalled \$23,263.53 (including HST). The patio-boardwalk extensions occupied 31 on-street parking spaces. For context, those spaces would have generated an estimated \$55,000 in parking revenue from May through October 2025 based on average occupancy, current rates, and enforcement hours/days.

The patio boardwalks were originally constructed in 2020 as part of the Patio Boardwalk Project. As the 2026 operating period will be the sixth season of use, staff anticipate that age-related wear and exposure to seasonal weather conditions will continue to increase the frequency and extent of required repairs. In 2025, the City incurred expenses of \$1,161 for the replacement of sections of some boardwalks. Following inspections conducted at the end of the 2025 season, it was identified that additional section replacements will be required to ensure the boardwalks remain safe and serviceable for public use in the upcoming season. These repairs are necessary to address deterioration and maintain accessibility and pedestrian safety standards. The required replacements will be completed prior to installation for the 2026 season. Staff will continue to monitor the condition of the boardwalks throughout the operating period. However, increased repair costs should be anticipated in future years as the boardwalks continue to age.

Patio Upgrades

In 2025, the Downtown Stratford Business Improvement Area (BIA) identified potential solutions to enhance the appearance and overall presentation of the patio-boardwalk extensions. The Downtown Stratford BIA provided staff with suggested upgrades intended to improve the functionality, durability, accessibility and safety features, and to create a more consistent look and feel. As part of this work, the Downtown Stratford BIA provided a quote they had obtained from Pop Up Street Patios Inc., a Hamilton-based company that installs outdoor patio systems all over Canada. The company has partnered with business improvement areas in other municipalities for the provision of patio systems including in Toronto, Kitchener, Waterloo, Hamilton, Cambridge, Belleville, St. Thomas, among others. Preliminary research indicates this type of supplier

is uncommon, and proceeding with a solution like this, would be sole sourcing procurement.

The information provided by the company describes a seasonal, leased patio system (short-term or long-term, including multiple-unit and special event options) with the company being responsible for the delivery, installation, end-of-season removal, and winter storage. Under this approach, the City would lease the units and would not own the equipment. This eliminates the need for ongoing repairs, replacement and storage. Pricing for the lease of the boardwalks begins at \$2,000 per unit per year with discounted costs available for longer term leases. The company's described design features include a welded steel base, slip-resistant surfacing on deck areas, and welded steel railings, which differs from the City's current wooden boardwalk units. Images of the current City boardwalk design and the Pop Up Street Patios Inc. design are shown below:

Image 1: City-owned Wooden Patio Boardwalk on Downie Street



Image 2: Pop Up Street Patios Inc. Pedestrian By-pass System



Changing the approach has aesthetic advantages and depending on the term of the lease, could result in similar costing with less administration. Based on the current number of locations, the annual cost of a lease agreement of this nature would be approximately \$46,000 based on a single year, or \$33,350 annually for a three-year lease, compared to the cost of the current program of approximately \$35,000 for 2026. Operating costs for the current program can vary but the licensing fees generally have offset these costs.

Options for Council's Consideration

- Option 1: Proceed status quo for the 2026 season, which requires minimal maintenance. Staff will complete only the necessary repairs and section replacements to keep the existing 2020-built boardwalk inventory safe and serviceable for the 2026 operating season (Note: Repair cost estimates are included within the 2026 budget).
- Option 2: Direct staff to undertake full replacement option analysis in 2026 for the 2027 season. This option provides additional time to define the scope of the replacement, seek further Council direction around funding options, and develop a plan for implementation.
- Option 3: Direct staff to undertake a full replacement option now for the 2026 season, to begin negotiations with the company and proceed to enter into a multi-year lease agreement before the 2026 season starts.

Based on stable program participation, the current 2026 repair needs, and the increasing maintenance pressures on the City's 2020-built wooden boardwalk inventory, staff recommend that Council proceed with Option 1 for the 2026 season to complete only the required repairs and section replacements already provided for within the approved 2026 budget. Should Council wish to increase this service level with more aesthetically pleasing options, staff further recommend Council direction to also proceed with Option 2 for the 2027 season, including consideration of potential changes to the program (e.g., refurbishment, replacement, or alternative design approaches such as leased modular systems), for review as part of the 2027 budget process.

This recommended approach supports fiscal accountability by maintaining the program within existing 2026 funding while preserving safe and accessible operation for the upcoming season. It also provides staff sufficient time to define requirements, evaluate available solutions, confirm the appropriate funding analysis, and ensure that any procurement associated with the replacement or upgrades are in compliance with the City's Procurement Policy.

Financial Implications:

Financial impact to current year operating budget:

There are no anticipated impacts to the current year operating budget based on the recommended options. Should Option 3 be preferred (to proceed immediately), staff would seek Council authorization to single-source.

Financial impact on future year operating budget:

Impacts to the future operating budget could vary depending on Council's direction. However, based on information available to date, entering into a multi-year lease would result in program costs remaining relatively stable.

Link to asset management plan and strategy:

A shift to a lease agreement would eliminate the need to consider asset management implications and setting aside funding for future replacement, instead shifting the program costs to purely operational and offset with license fee revenue.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority by documenting program performance and incorporating partner input to guide collaborative, solution-focused decisions that respond to downtown economic and place-making needs.

Intentionally Change to Support the Future

This report aligns with this priority by providing information on program costs to inform timely, sustainable decisions on maintaining or renewing the program in a way that improves long-term efficiency and service standards.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Staff Recommendation: THAT direction be given to staff to investigate a full replacement of the Outdoor Patio Boardwalks for the 2027 season.

Prepared by: Audrey Pascual, Deputy Clerk

Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: March 23, 2026
To: Mayor and Members of Council
From: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Report Number: COU26-035
Attachments: 1) 2025 Statement of Council Remuneration and Expenses
 2) 2024 Statement of Council Remuneration and Expenses

Title: Treasurer's 2025 Statement of Council Remuneration and Expenses

Objective: To report on Council remuneration and expenses paid by the City in 2025 in accordance with S.284(1) of the Municipal Act, 2001.

Background: In accordance with the Municipal Act, 2001:

284 (1) The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to:

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a), and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Analysis: As noted on the attached 2025 statement, amounts paid to or on behalf of the Mayor and Members of Council were authorized by City By-law 18-2025.

Amounts reflected are paid in the year but may not reflect amounts incurred in the year. This difference is due to timing of expense claims submitted for payment. Per the Travel and Convention Policy adopted by Council in November 2024, claims for

reimbursement are required within 60 days and to February 28, 2026, there was \$1,344 in per diems and expenses paid to Members of Council that related to 2025.

It should also be noted that there are 4 councillors who have not claimed per diems that they would be eligible to participate on the boards and committees. This appears to be an individual choice as 3 of the 4 members have not submitted for payment consistently for the duration of the Council term.

There are minor differences between the report prepared for 2025 and that from 2024. Amounts paid in 2025 were \$28,737 or 6.5% greater than 2024 attributed mainly to conferences expenses and per diems that were expected based on the approved 2025 budget. The 2024 statement is attached for reference only.

In addition to the Council summary, there are amounts paid relating to local boards. Amounts paid to Council representatives are included in the main Council report, whereas non-Council members are noted in this section.

Financial Implications:

Financial impact to current year and future year operating budget:

There is no financial impact or other considerations for this report. All reported expenses are included in the projected budgets annually and amounts paid were within the approved budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as it is prepared to comply with reporting requirements identified in the Municipal Act, 2001.

Alignment with One Planet Principles:

Not applicable: This report is presented for information and has no impact on One Planet Principles.

Staff Recommendation: THAT the report titled, "Treasurer's 2025 Statement of Council Remuneration and Expenses" (COU26-035), be received for information.

Prepared by: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
 André Morin, CPA, Chief Administrative Officer



CITY OF STRATFORD
TREASURER'S STATEMENT OF COUNCIL REMUNERATION AND EXPENSES
as at DECEMBER 31, 2025

	BASE REMUNERATION ¹	PER DIEMS ²	AMOUNTS IN LIEU OF BENEFITS	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP ³	AMOUNTS DIRECTLY FROM LOCAL BOARDS ⁴	AMOUNTS PAID ON BEHALF OF, FOR EMPLOYER REMITTANCES	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
Mayor Martin Ritsma	\$ 90,066	\$0	\$ 4,000	\$ 17,301	\$ 7,966	\$ 6,264	\$ 125,598
Deputy Mayor Harjinder Nijjar	25,250	66	4,000	3,932	4,940	2,108	40,296
Councillor Brad Beatty	23,229	4,230	4,000	6,399	3,611	2,277	43,746
Councillor Lesley Biehn	23,229	540	4,000	2,327	920	1,985	33,002
Councillor Taylor Briscoe	23,229	0	4,000	0	0	1,943	29,172
Councillor Jo-Dee Burbach	23,229	2,970	4,000	4,781	0	2,177	37,158
Councillor Bonnie Henderson	23,229	1,500	4,000	0	0	560	29,290
Councillor Mark Hunter	23,229	0	4,000	2,767	673	1,943	32,612
Councillor Larry McCabe	23,229	0	4,000	1,952	367	1,943	31,491
Councillor Cody Sebben	23,229	780	4,000	0	3,059	2,004	33,072
Councillor Geza Wordofa	23,229	0	4,000	5,484	440	1,943	35,096
TOTAL	\$ 324,380	\$ 10,086	\$ 44,001	\$ 44,942	\$ 21,976	\$ 25,148	\$ 470,533

1. Includes all meetings of Council, Standing Committees & Sub-Committees.

2. Includes meetings of Local Boards & Committees paid by the City.

3. Includes mileage for 10 Councillors and Mayor.

4. No remuneration is paid to members of the Municipal Golf Course Board but Council representative received a free season membership valued at approx. \$915.

5. City-owned devices are not reported (cell phones and laptops). These devices are provided for the term of Council and then returned.

6. Some amounts relating to 2025 per diems and expenses were paid after December 31, 2025. These will be reported in 2026 and total approximately \$1,344.

7. For Local Boards and Committees, only members who are appointed by Council and have 2025 expenses are listed (Council Member amounts are incl. above).

LOCAL BOARDS & COMMITTEES (OTHER MEMBERS)

	BASE REMUNERATION	PER DIEMS	AMOUNTS PAID ON BEHALF OF, FOR REMITTANCES	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
<u>Committee of Adjustments:</u>					
Andy Bicanic	350		7		357
Roger Black	417		8		425
Charlene Gordon	450		9		459
Ajay Mishra	333		7		340
Justine Nigro	250		5		255
Daniel Weagant	208		4		212
	\$ 2,008	\$0	\$ 39	\$0	\$ 2,048
<u>Heritage Stratford:</u>					
Cambria Ravenhill				1,431	1,431
	\$0	\$0	\$0	\$1,431	\$1,431
<u>Communities in Bloom:</u>					
Brad Beatty				included above	
Kimberly Richardson				283	
Carys Wyn Hughes				283	
Barb Hacking				283	283
	\$0	\$0	\$0	\$283	\$283
<u>Festival Hydro Inc.:</u>					
Brad Beatty	included above				
Cody Sebben	included above				
Martin Ritsma	included above				
Geraldine Guthrie	10,000	7,918	335	735	18,988
Mark Henderson	7,000	7,016	819		14,835
Susan Nickle	6,000	5,171	645		11,816
John Tapics	7,167	6,329	251	698	14,444
David Baldarelli	6,000	2,531	432		8,962
	\$36,167	\$28,964	\$2,482	\$1,432	\$69,045

LOCAL BOARDS & COMMITTEES (OTHER MEMBERS)

	BASE REMUNERATION	PER DIEMS	AMOUNTS PAID ON BEHALF OF, FOR REMITTANCES	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
<u>Festival Hydro Services Inc.:</u> Martin Ritsma Mark Hunter Larry McCabe Geraldine Guthrie Antonio Ciciretto Mark Henderson Geoff William John Tapics	included above included above included above 500	3,871	80		4,451
		3,057	53		3,109
		1,542	23		1,565
		2,700	53		2,753
		1,906	35	126	2,067
	\$500	\$13,076	\$244	\$126	\$13,945
<u>Police Services Board:</u> David Gaffney Harjinder Nijjar Martin Ritsma	1,710 included above included above				1,710
	\$1,710	\$0	\$0	\$0	\$1,710
<u>Stratford Public Library Board:</u> Jo-Dee Burbach Michael Corbett Kaitlyn Kochany David Mackey		included above			
				1,351	1,351
				643	643
				980	980
	\$0	\$0	\$0	\$2,974	\$2,974

This report was prepared by the City of Stratford Treasurer, Karmen Krueger, on March 5, 2026, pursuant to the Municipal Act, 2001 c.25, Section 284(1) as amended, and as authorized under City of Stratford By-law # 19-2025 (to adopt the 2025 budget), City of Stratford By-law # 18-2025 (remuneration for members of Council), and City of Stratford Travel and Conference Expense Policy F.1.23.



**CITY OF STRATFORD
ANNUAL STATEMENT OF COUNCIL REMUNERATION AND EXPENSES
AT DECEMBER 31, 2024**

	BASE REMUNERATION ¹	PER DIEMS ²	AMOUNTS IN LIEU OF BENEFITS	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP ³	AMOUNTS DIRECTLY FROM LOCAL BOARDS ⁴	AMOUNTS PAID ON BEHALF OF, FOR REMITTANCES	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
Mayor Martin Ritsma	\$ 84,231	\$ -	\$ 4,000	\$ 8,507	\$ 7,512	\$ 5,776	\$ 110,026
Deputy Mayor Harjinder Nijjar	23,617	1,980	4,000	4,333	4,419	2,130	40,478
Councillor Brad Beatty	21,724	3,450	4,000	11,172	3,753	2,097	46,196
Councillor Lesley Biehn	21,724	1,080	4,000	38	920	1,909	29,672
Councillor Taylor Briscoe	21,724	-	4,000	-	-	1,824	27,548
Councillor Jo-Dee Burbach	21,724	3,480	4,000	3,272	-	2,099	34,575
Councillor Bonnie Henderson	21,724	2,580	4,000	-	-	552	28,856
Councillor Mark Hunter	21,724	-	4,000	962	367	1,824	28,877
Councillor Larry McCabe	21,724	-	4,000	1,525	367	1,824	29,441
Councillor Cody Sebben	21,724	600	4,000	-	3,059	1,871	31,254
Councillor Geza Wordofa	21,724	1,350	4,000	5,627	240	1,931	34,872
TOTAL	\$ 303,367	\$ 14,520	\$ 44,001	\$ 35,435	\$ 20,636	\$ 23,837	\$ 441,796

Notes:

1. Includes all meetings of Council, Standing Committees & Sub-Committees.
2. Includes meetings of Local Boards & Committees paid by the City.
3. Includes mileage of \$3,174. for 10 Councillors and Mayor.
4. No remuneration is paid to members of the Municipal Golf Course Board-Councillor Nijjar received a free season membership valued at approximately \$1,500.
5. City-owned devices are no longer reported (cell phones and laptops). These devices are provided for the term of Council and then returned.
6. Some amounts paid after December 31, 2024 may relate to 2024 expenses. These will be reported when paid and will form part of 2025 reporting.
7. For Other Members of Local Boards and Committees, only those members who are appointed by Council and have 2024 expenses are listed.

LOCAL BOARDS & COMMITTEES (OTHER MEMBERS)

	BASE REMUNERATION	PER DIEMS	AMOUNTS PAID ON BEHALF OF, FOR REMITTANCES	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
<u>Committee of Adjustments:</u>					
Andy Bicanic	500		10		510
Roger Black	125		2		127
Charlene Gordon	475		9		484
Ajay Mishra	500		10		510
Peter Moreton	83		2		85
Justine Nigro	458		9		467
	2,142	-	42	-	2,184
<u>Active Transportation:</u>					
Pat Ranney				311	311
John Lewis				311	311
	-	-	-	622	622
<u>Heritage Stratford:</u>					
Barb Cottle				455	455
	-	-	-	455	455
<u>Communities in Bloom:</u>					
Brad Beatty				included above	
Carlson, Cindy				1,623	1,623
Hacking, Barb				1,573	1,573
Krutila, Mary-Anne				1,572	1,572
	-	-	-	4,769	4,769
<u>Stratfords of the World:</u>					
Joan Ayton				470	470
Kathy Hill				470	470
Ken Clarke				470	470
Susan Kummer				470	470
Barbara Finkelstein				470	470
	-	-	-	2,350	2,350

LOCAL BOARDS & COMMITTEES (OTHER MEMBERS)

	BASE REMUNERATION	PER DIEMS	AMOUNTS PAID ON BEHALF OF, FOR REMITTANCES	AMOUNTS PAID TO AND ON BEHALF OF, FOR CONFERENCE & MEETING EXP	TOTAL AMOUNTS PAID TO AND ON BEHALF OF
<u>Festival Hydro Inc.:</u>					
Brad Beatty	included above				
Cody Sebben	included above				
Martin Ritsma	included above				
Geraldine Guthrie	10,000	8,323	347	1,281	19,951
Mark Henderson	6,000	6,987	621	301	13,909
Susan Nickle	6,000	6,288	740	221	13,248
John Tapics	8,000	6,911	279	297	15,487
David Baldarelli	6,000	2,371	432	434	9,236
	36,000	30,879	2,419	2,534	71,832
<u>Festival Hydro Services Inc.:</u>					
Martin Ritsma	included above				
Mark Hunter	included above				
Larry McCabe	included above				
Geraldine Guthrie	500	1,500	39		2,039
Antonio Ciciretto		1,200	23		1,223
Geoff Williams		1,800	35		1,835
John Tapics		1,500	29		1,529
	500	6,000	127	-	6,627
<u>Police Services Board:</u>					
David Gaffney	3,420		201		3,620
Harjinder Nijjar	included above				
Martin Ritsma	included above				
	3,420	-	201	-	3,620
<u>Stratford Public Library Board:</u>					
Jo-Dee Burbach		included above			
Laurie Brown				543	543
David Mackey				589	589
	-	-	-	1,133	1,133

This report was prepared by the City of Stratford Treasurer, Karmen Krueger, on March 15, 2025, pursuant to the Municipal Act, 2001 c.25, Section 284(1) as amended, and as authorized under City of Stratford By-law # 17-2024 (to adopt the 2024 budget), City of Stratford By-law # 20-98 as amended (remuneration for members of Council), and City of Stratford Travel and Conference Expense Policy F.1.23.



PROCLAMATION

Harriet Tubman Day

WHEREAS: On this day, we honour the legacy of Harriet Tubman, a heroic Black woman who is recognized around the world for courageously leading many former enslaved Blacks on dangerous treks to safety and freedom in Canada.

Harriet Tubman was born into slavery in Maryland, in or around the year 1820. She escaped slavery in 1849 and became a “conductor” on the Underground Railroad. She undertook a reported nineteen trips as a conductor, endeavoring despite great hardship and great danger to lead hundreds of slaves to freedom.

Harriet Tubman settled in Canada and spent about a decade in St. Catharines. She died at her home in Auburn, New York, on March 10, 1913. In honour of her courage, humanitarian efforts, heroism, and her continued fight for human rights, opportunity and justice, March 10 was declared Harriet Tubman Day in the United States of America and in St. Catharines, Ontario.

The legacy of Harriet Tubman continues to be a source of empowerment and inspiration to many. She is a reminder of the progress made in our communities and around the world to end racial discrimination.

THEREFORE: I, Mayor Patrick Brown, on behalf of Brampton City Council, do hereby proclaim March 10, 2025 as “Harriet Tubman Day” in the City of Brampton.



Mayor Patrick Brown, City of Brampton

Proclamation for Retired Women Teachers of Ontario – Stratford Branch

Founded in 1956 as the Ontario Association of Superannuated Women Teachers, the organization was created to advocate for fair pensions for retired women teachers.

Today, RWTO/OERO represents retired women educators—including teachers, early childhood educators, educational assistants, and child and youth workers, office support staff, custodians, and anyone who worked in education—across 46 branches throughout Ontario.

Members continue to champion issues affecting senior women, supporting research and improvements in long-term care, promoting safe schools for future generations, and contributing to local communities through philanthropic initiatives.

In Stratford, members support organizations such as the House of Blessing, Stratford General Hospital and the Emily Murphy Centre.

As Mayor of Stratford, I proclaim April 9, 2026, as RWTO/OERO 70th Anniversary Day in the City of Stratford, in recognition of 70 years of commitment, advocacy and service to the well-being of women, children and seniors in Ontario by the Retired Woman.



Proclamation

Fibromyalgia Awareness Day - May 12th, 2026

WHEREAS; *Fibromyalgia (FM) is a complex illness whose symptoms vary widely and may include debilitating chronic pain, overwhelming fatigue, and cognitive impairment; and;*

WHEREAS; *There is no known cause of, or cure for fibromyalgia; and;*

WHEREAS; *Fibromyalgia Awareness Day is an opportunity to raise awareness and to show support for those living with FM and their families; and;*

WHEREAS; *Fibromyalgia Association Canada is the only national organization in Canada that supports both FM research and services for people with FM and their families; and;*

WHEREAS; *Fibromyalgia affects about 5% of Canada’s population, which is over 2,000,000 men, women, and children of all ages and races are afflicted with this chronic illness; and;*

WHEREAS; *People with FM have a right to be treated with dignity and have a right to pain relief.*

THEREFORE, I, _____

on behalf of City of Stratford

do hereby proclaim May 12th, 2026 to be “Fibromyalgia Awareness Day”, in

Signature: Signature





MANAGEMENT REPORT

Date: February 25, 2026
To: Mayor and Council
From: Sean Beech, Manager of Environmental Services
Report Number: ITS26-002
Attachments: Infrastructure Review 2025

Title: Drinking Water Quality Management Standard 2025 Infrastructure Review

Objective: To provide Council information regarding the Drinking Water Quality Management Standard (DWQMS) Operational Plan.

Background: The Safe Drinking Water Act (2002) requires municipalities to annually review their Ontario Drinking Water Quality Management Standard (DWQMS) Operational Plan and that results from this review must ensure annual infrastructure outcomes are communicated with top management (Council). This report fulfills that requirement.

The DWQMS is mandated through the Safe Drinking Water Act, 2002, and promotes transparency between the Owner and the Water Operating Authority (Water Division). The Infrastructure Review is 1 of 21 Elements of the Quality Management System.

Analysis: The 2025 Infrastructure Review was conducted on December 17th, 2025. The Infrastructure Review looked at 3 components:

- Maintenance Review (December 1st, 2024, to December 1st, 2025) – provided a summary of operational maintenance activities in the water distribution system.
- Major Projects Review (December 1st, 2024, to December 1st, 2025) – provided a summary of distribution and supply projects, both operational and capital, that cover a wide range of topics. A description for each project is included along with the objective of each project.
- Major Projects (completed) – provided a summary of completed projects for the review period along with costing.

The attached Infrastructure Review Table identifies approximately \$124,780 of previously established operational and capital items that have already been funded through the 2025 budgets. All the projects listed have been completed and as

mentioned, were budgeted for and funded from existing reserves including the Forman Tower Rehabilitation project that has since been completed.

The required annual review of capital asset information for this reporting purpose will continue to assist in ensuring that assets are maintained or replaced when required, and that the rates collected from users are sufficient to cover these costs.

Financial Implications:

Financial impact on current year and future year operating budget: None identified.

Legal considerations: Maintaining a Municipal Drinking Water License is a requirement to legally operate a drinking water system. Completing this annual infrastructure review and report to Council is needed to satisfy the requirements for a Municipal Drinking Water License renewal.

Costs would be incurred by the City of Stratford if we did not meet these requirements as the MECP would be required to retain experts (at the City's expense) to investigate the municipal drinking water system and raw water supply in order to allow us to continue to supply water.

Link to asset plan and strategy: All capital works completed and identified for completion have been captured in the City's asset management and water rate studies.

Alignment with Strategic Priorities:

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Alignment with One Planet Principles:

Sustainable Water

Using water efficiently, protecting local water resources and reducing flooding and drought.

Staff Recommendation: THAT the DWQMS Infrastructure Review 2025 be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.

Prepared by: Sean Beech, Manager of Environmental Services
Recommended by: Taylor Crinklaw, Director of Infrastructure
 André Morin, CPA, Chief Administrative Officer



Infrastructure Review 2025

December 17, 2025 – Hamlet Room

Drinking Water System Name:

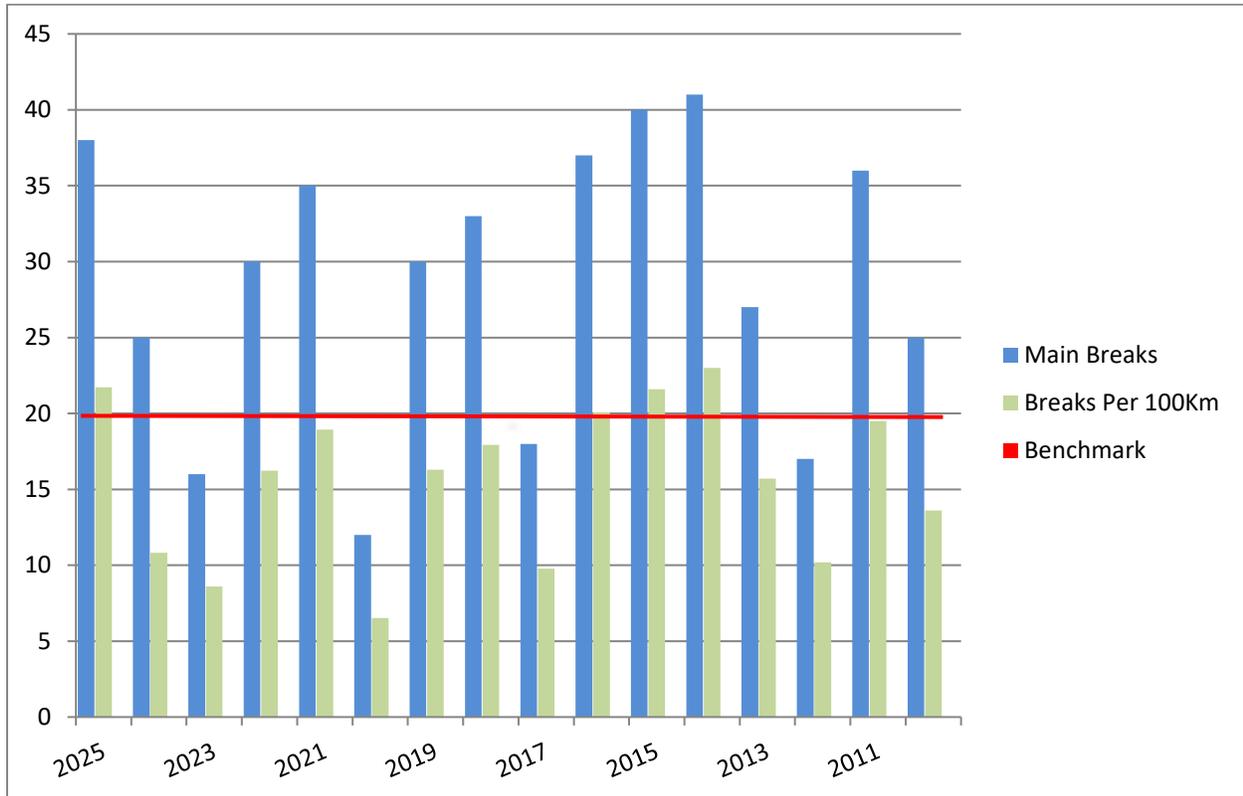
Stratford Drinking Water System

Maintenance Review

December 1st, 2024 – December 1st, 2025

1. Number of Mainbreaks

- o 30 in 2022
- o 16 in 2023
- o 25 in 2024
- o 38 in 2025





Infrastructure Review 2025

December 17, 2025 – Hamlet Room

2. Kilometers (Km) of Watermain 2025

Size of Pipe	PVC	Ductile Iron (DI)	Cast Iron (CI)	Re-Lining	HDPE	Steel	Sub-Total
100mm (4")	0.06	1.15	6.65				7.86
150mm (6")	30.05	31.77	52.05	1.67	0.125	0.004	115.669
200mm (8")	7.17	11.18	6.5		0.28		25.13
250mm (10")	0.85	5.4	1.7				7.95
300mm (12")	6.21	22.78	14.25		0.03	0.88	44.15
350mm (14")			0.098				0.098
400mm (16")	0.82	0.36	1.11				2.29
450mm (18")			0.029				0.029
							203.149

3. Water Meters 2025

Meter Size	Number of Meters	Comments
5/8"	17,562	
5/8" x 3/4"	6,765	Newer Homes
3/4"	398	
1"	304	
1 1/2"	320	
2"	293	
3"	47	
4"	33	
Total	25,622	

- 20-year meter replacement program, 73 meters were replaced in 2025.
- New homes, 100 meters were installed in 2025.
- Annual parks, 24 meters were installed in the Spring and removed in the Fall.



Infrastructure Review 2025

December 17, 2025 – Hamlet Room

4. Frozen Services Response:

- 2022 - 2023 frozen services (38 & 58 Norfolk Street)
 - i. Batch 1 – 9 services (Jan. 10 – April 11)
 - ii. Batch 2 – 72 services (Jan. 14 – April 11)
 - iii. Batch 3 – 126 services (Jan. 31 – April 11)
 - 2023 – 2024 – 0 Frozen Services
 - i. Batch 1 – 9 Services (December 22 – April 9)
 - 2024 – 2025 – 0 Frozen Services
 - i. Batch 1-9 Services (January 6 – March 20)
 - ii. Batch 2 – 72 services (January 13 – March 20)
 - iii. Batch 3- 126 services (January 20 – March 17)
- Note: 2025-2026 first batch has been sent out

5. Valve Program:

- Exercise program –121 valves exercised in 2020
- Exercise program – 588 valves exercised in 2021
- Exercise program – 196 valves exercised in 2022
- Exercise program – 113 Valves exercised in 2023
- Exercise program - 299 Valves exercised in 2024
- Exercise program - 250 Valves exercised in 2025

6. Hydrants Checked 2025:

- Hydrant maintenance program – 16 Hydrant repairs (2 outstanding to be completed as of Dec 16, 2025).
- All public hydrants are operated to ensure hydrants are operational at a minimum of 1x per year, in conjunction with our flushing program.

7. Water Loss:

- Water Loss 2020 – 8.5% (flushing, fire department, main breaks, service leaks, frozen services, automatic flusher, dead-end flushing).
- Water Loss 2021 – 21% (Hydrant flushing, fire department, main breaks, large hydrant break on Griffith Rd, service leaks, frozen services, automatic flusher, dead-end flushing, Romeo Reservoir cleaning).
- Water Loss 2022 – 11%
- Water Loss 2023 – 16%
- Water Loss 2024 – 11.66%
- Water Loss 2025 - TBD in new year



Infrastructure Review 2025

December 17, 2025 – Hamlet Room

8. Lead Replacements Replaced (city side) or removed:

- 2 in 2019
- 0 in 2020
- 2 in 2021 (140 Norman Street & 151 Nelson Street)
- 28 in 2023 (11 on Huron Street, 16 Argyle Street, 1 Mackenzie Street)
- 17 in 2024 (17 on Albert Street & 1 on Moderwell Steet)
- 32 in 2025 (11 on Avondale, 4 on Avon St, and 17 on Albert St)



Infrastructure Review 2025

December 17, 2025 – Hamlet Room

Project Name	Topic	Description of Project	Costing	Budget	Action Items	Target Date
4" Flowmeter- Spare	Water Supply	Spare flowmeter to add to inventory in case one fails at a pumphouse.	\$4894.54		Completed	2025
Romeo Control Center VFD	Water Supply	VFD Replacement for field well #7	\$3500		Completed	2025
Chestnut PLC Upgrade	Water Supply	Upgrade PLC at Chestnut Pumphouse	\$6759.96		Completed	2025
Forman Tower Rehabilitation	Water Distribution System	Upgrades to Forman: Removal and new installation of fall arrest system, warning light upgrade, ladder rungs replacement.	\$109,625	2025 capital	Project to finish Dec 2025.	2025



Infrastructure Review 2025

December 17, 2025 – Hamlet Room

Conclusions

- Valves - The program continues to evolve each year. Our current operational plan sets a target of completing 30% of valves annually. Another proposed approach is to divide the Stratford map into four quadrants and complete one quadrant per year, ensuring that any identified deficiencies are documented in eRIS. Over the long term, the focus will shift toward investing in new technologies to improve efficiency and tracking within the program. So far in 2025 we completed 13.5% of total valves in the system. In the last 4 years we have not met our 30% target of valve maintenance.
- Well Program – There will be above-ground well inspections annually starting 2026. It will be part of our annual calibration schedule. An RFP for below-ground well inspections has been created, and it will determine which wells need rehabilitation. The wells below ground elements are recommended to be inspected every 10 years, and require mandatory inspection if raw water quality changes, according to the Municipal license.
- Additional sample stations will be installed throughout the city. The stations planned for installation and use in 2026 include: one on Vivian Line, one in Cachet, and one near the wastewater plant. Installing dedicated sample stations helps eliminate access issues associated with sampling on private property.
- Water Loss – No concerns currently. Hydrant Distribution monitoring can continue to improve in future years.
- Watermain Breaks – This year watermain breaks are above the benchmark. However, this does not look like a trend – some of the breaks could be attributed to Forman Tower shut down. We will continue to monitor the breaks to see if there are any trends of breaks near the same areas.
- Exploring the hiring of a dedicated Meter Technician position to support and fulfill meter replacement program goals. On average 1,280 meters will need to be replaced annually to fulfill program targets. Water operations replaced 5.7% of the 2025 meters.



MANAGEMENT REPORT

Date: February 25, 2026
To: Mayor and Council
From: Sean Beech, Manager of Environmental Services
Report Number: ITS26-003
Attachments: Management Review Minutes 2025
 Summary Table of Action Items 2025

Title: Drinking Water Quality Management Standard 2025 Management Review

Objective: To provide Council with a summary of information that Council must review annually in accordance with the Ontario Drinking Water Quality Management Standard (DWQMS) Operational Plan.

Background: The DWQMS is mandated through the Safe Drinking Water Act, 2002, and promotes transparency between the Owner and the Water Operating Authority (Water Division). In combination with the Infrastructure Review, this forms 1 of 21 Elements of the Quality Management System.

Analysis: The 2025 Management Review was conducted on December 17th, 2025. The review allowed for a comprehensive evaluation of the City of Stratford's Drinking Water Quality Management System.

It was a prescriptive review and identified action items and the respective corrective actions. The attached documents contain a summary of information that has been reviewed by management and includes, but is not limited to, findings from the 2025 Ministry of Environment, Conservation and Parks Annual Inspection, third party and internal audit findings, and operational performance. The review period was from December 1st, 2024, to December 1st, 2025.

Most of the issues and findings were administrative in nature and specified as Minor (Mn) or Opportunities for Improvement (OFI). The majority of these issues and findings have since been rectified and any ongoing items are being addressed.

Financial Implications:

Financial impact on current or future year operating budget: None identified.

Legal considerations: Maintaining a Municipal Drinking Water License (MDWL) is a requirement to legally operate a drinking water system. Completing this annual DWQMS top management review and report to Council is needed to satisfy the requirements for a MDWL renewal.

Costs would be incurred by the City of Stratford if we did not meet these requirements as the MECP would be required to retain experts (at the City's expense) to investigate the municipal drinking water system and raw water supply in order to allow us to continue to supply water.

Alignment with Strategic Priorities:**Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Alignment with One Planet Principles:**Sustainable Water**

Using water efficiently, protecting local water resources and reducing flooding and drought.

Staff Recommendation: THAT the Management Review Minutes 2025 and Summary Table of Action Items 2025, be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.

Prepared by: Sean Beech, Manager of Environmental Services
Recommended by: Taylor Crinklaw, Director of Infrastructure
 André Morin, CPA, Chief Administrative Officer



Management Review Minutes

City of Stratford Drinking Water System

Issue Date: Dec 17, 2025
Pages: 1 of 10

Drinking Water System Name:

City of Stratford Drinking Water System

Owner and Location:

The Corporation of the City of Stratford

Review Period: December 1st, 2024 – December 1st, 2025

Meeting Information/Introduction

Date/Time:**Location:** Hamlet Room

Attendees: **Top Management:** Taylor Crinklaw, Director of Infrastructure Services; Sean Beech, Manager of Environmental Services
QMS Representative: Paulina Toner, Environmental Services Technician
Additional: Dan Docking, Supervisor of Environmental Services; Joel Desrosiers Environmental Services Technical Lead

Regrets:**Distribution:** *City Council***Minutes Taken By:** Paulina Toner**Introduction:**

The purpose and objectives of the Management Review was reviewed as follows:

Purpose:

To evaluate the continuing suitability, adequacy and effectiveness of the QMS.

Objectives:

The Management Review participants will review/discuss the standing agenda items and the data presented, identify deficiencies, make recommendations and/or initiate action plans to address identified deficiencies as appropriate.

The Management Review includes a review of the DWQMS operational plan, SAI audit report(s), internal audit report(s) and other related operational documents/records as detailed in the meeting minutes. The information reviewed during the Management Review was provided/made available to attendees

This meeting covers all standing agenda items for the DWS noted above. Details of the discussion, any deficiencies identified, decisions made and applicable action items related to each standing agenda item are described under the appropriate item number within the following table. Additional comments/discussion items are described under section 2.

Any follow up on actions and/or additional actions required are detailed under item.



Management Review Minutes

City of Stratford Drinking Water System

Issue Date: Dec 17, 2025
Pages: 2 of 10

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1 [a]	<p>Incidents of regulatory non-compliance: A routine MECP inspection was conducted on June 17, 2025, by Neville Rising. There was one non-compliance identified (HAA's sampling) and as such the inspection rating was 98.39%.</p>	Will sample closer to the beginning of sampling window to allow time for lab, in case mistakes happen.		
[b]	<p>Incidents of adverse drinking water tests: There was one AWQI reported in the Dec 2024- Dec 2025 manage review period (Dec 20th, 2024).</p> <p>Installed sample stations in Cachet and Borden St in 2025. 2026 installations by the Wastewater Treatment Plant, and Vivian Line 37.</p>	Continue to install sample stations.		
[c]	<p>Deviations from Critical Control Point limits and response actions: There were twenty-three CCP limits reached during the Management Review period. Since e-logbooks have been implemented, CCPs are now being tracked using the e-logbook.</p> <p>O'loane Ave. Well Sept 12, 2025 – Low Cl2 alarms – flushed to waste Sept 11, 2025 – Low Cl2 alarm – due to switchover</p>	Upgraded Cl2 equipment at Romeo Control Centre – Discussion to upgrade Chestnut Cl2 equipment and receive an annual check up from SCG Flowmetrix.		



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	<p>June 28, 2025 – Low Cl2 alarm – switchover fail May 9, 2025 – Low Cl2 alarm – locked out well</p> <p>Lorne Ave. Well: Sept 10, 2025 – High Cl2 alarm – checked residual with handheld</p> <p>Sept 3, 2025 – Cl2 leak on switchover Aug 31, 2025 – Low Cl2 alarm – flushed to waste Aug 30, 2025 – Low Cl2 alarm – switchover faulty Dec 2, 2024 – High Cl2 alarm – reducing feed rate</p> <p>Mornington Well: Mar 24, 2025 – High Cl2 alarm – reduced feed rate Oct 6, 2025 – calibrated analyzer, issue with switchover May 16, 2025 – Low Cl2 alarm – unlock HL pump, calibrated analyzer</p> <p>Romeo: May 26, 2025 – chlorine leak alarm – pressure gauge had a hole. March 25, 2025 – Flushed outgoing Cl2 analyzer Jan 30, 2025 – Analyzer probe inaccurate, replaced electrolyte Dec 2, 2024 – Low Cl2 alarm – reset alarms</p> <p>Chestnut: July 30, 2025 – Low Cl2 alarm – VFD fault June 27, 2025 – High Cl2 alarm – lowered rotometer 1lb</p>			



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	<p>June 23, 2025 – Low Cl2 alarm – dosage was wrong</p> <p>Dunn: Sept 10, 2025 – High Cl2 alarm – reduced feed rate and flushed analyzer line. June 29, 2025 – High cl2 alarm – changed set point April 21, 2025 – Low cl2 alarm – due to power outage Feb 10, 2025 – Low cl2 alarm – chlorine ejector issue</p>			
[d]	<p>Effectiveness of the risk assessment process: Once every calendar year a review of the Risk Assessment is required. 2025 Risk assessment was completed June 13, 2025.</p> <ul style="list-style-type: none"> • Generator at Dunn Road • Mobile phone services • Mandatory 10-year inspection requirement for wells. 	<p>Every 36 months we conduct an in-depth risk assessment with a third party.</p> <p>Joel reached out to IT and is awaiting response to see if oncall phone can have dual-sim to be on 2 different providers.</p>		
[e]	<p>Internal and third-party Audit results: The last External Audit was conducted on Feb 17, 2025, by Intertek for the Surveillance Audit. There was one opportunity for improvement.</p>			



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	<p>1. Consider improving clarity for when annual reviews vs 36-month risk assessments have been completed. To solve this, we clarified this in the revision notes.</p> <p>The last internal audit was conducted by Brigitte Roth for the period from Nov 5 – Nov 13, 2025. There was 1 non-conformance identified and 5 opportunities for improvement. All OFI's will be reviewed – one was to develop formal process and record to confirm water quality in temporary mains (added an eRIS form and SOP), consider creating a flow chart describing processes for alterations to the drinking water system, staff suggestion to acquire laptops in service trucks, establish a formal succession plan for internal staff, and some staff suggested establishing external contractors for excavations.</p>			
[f]	<p>Results of emergency response testing: Emergency Response Training was completed on Dec 16th, 2025. Chlorine Safety was the topic (Chlorine delivery, Changing cylinders, and Chlorine emergency). Comments and feedback will be reflected in the SOP's.</p>	Update draft SOP with Comments from staff meeting.		
[g]	<p>Operational performance:</p> <ul style="list-style-type: none"> Well Rehabilitation – RFP has been created for below-ground well investigation which will provide information on which wells needs rehabilitation. Lotimer Engineering will continue to be used for our monitoring supply program. 	Fiber network – still in progress		



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	<ul style="list-style-type: none"> Work-Order System SCADA – <i>Sequence 4 alarms and Fiber Network</i> Dead End Flushing Program – <i>Continuing</i> Hydrant Flushing Program– <i>Continuing</i> Hydrant Maintenance Program– <i>Continuing</i> Valve Turning Program – Looking into new technology and solidifying our goals. Inventory Tracking System – <i>Enviro Tech. Lead</i> Annual Fluoride Notice – Provide in December 	Valve turning program – invest in new technology.		
[h]	<p>Raw water supply and drinking water quality trends: Fluoride levels for wells 2 and 7 have stabilized since 2022. Wells 1, 3, 4, and 6 have a steady increase in fluoride levels since 2020.</p> <p>Total Coliform concentrations in field well #4 and #7 have risen significantly since 2024, however the results appear to be isolated one-time events recorded during summer months. Continue to monitor throughout 2026.</p>	Below and aboveground well inspections will start 2026.		
[i]	<p>Follow-up on action items from previous Management Reviews:</p> <ol style="list-style-type: none"> 1. Romeo CL2 equipment has been upgraded. Chlorine equipment is to be cleaned and checked on a routine basis at every pumphouse with SCG Flometrix. Looking into replacing CL2 equipment in Chestnut and Mornington. 2. Fobs have been installed at water sites. 			



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	3. Conduct verification checks on the portable chlorine analyzers monthly. MECP have recommended verification checks monthly. These are filed in eRIS. 4. Assessing Romeo's hatch doors – tow hatch doors are			
[j]	Status of management action items identified between reviews: <ul style="list-style-type: none"> • Discuss operators changing phone providers • Discuss possibility for towers to have a generator (new generator is in the budget for 2026) 			
[k]	Changes that could affect the QMS: <ul style="list-style-type: none"> • Addition of forms (new tracking system, training, etc.) • In the future, if SCADA moves 'online' there will be changes to cybersecurity 			
[l]	Consumer feedback: Customer complaints are broken down into two systems. One system is Festival Hydro or City staff create service orders which are stored upon the Festival Hydro Jomar system and normally require staff to visit the customer. The second system is customer complaints received by City Staff and resolved over the phone with no service order required.			



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	<p>Staff will not use social media posts as data at this time, only formal complaints until another data collection method can be used for social media.</p> <p>City staff currently using a 'Resident Calls" form on eRIS to keep track of all water calls. Typical resident calls are about aesthetics: colour and smell of their water.</p>			
[m]	<p>Resources needed to maintain the QMS: There are adequate resources supplied to maintain the QMS.</p> <ul style="list-style-type: none"> -External auditors are brought in annually. -Internal auditors are brought in annually. -Risk assessments completed annually. -New Technology with valve turning, so that way we can monitor progress throughout the year and meet our targets. - Reviewing summary action items at our bi-weekly meetings 			
[n]	<p>Results of the infrastructure review:</p> <ul style="list-style-type: none"> • Main breaks are above the benchmark – however some breaks could be attributed to Forman Tower shut down (isolated incident). Breaks will continue to be monitored along with trends. • Additional sample stations continue to be installed. • Meter program – continued discussion on creating a position for full-time meter installer. 			



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	<ul style="list-style-type: none"> Well program will start in 2026 – above ground inspections will happen annually with calibrations, and below-ground inspections will No water loss concerns. 			
[o]	Operational Plan currency, content, and updates <ul style="list-style-type: none"> OP was updated to include Valve turning goals (30% per year) Essential contact list and essential supplies form was amalgamated so that only 1 list would need to be reviewed annually. 			
[p]	Staff suggestions: <ul style="list-style-type: none"> Review lead program 			
[q]	Review/consideration of any applicable Best Management Practices (BMPs): <ul style="list-style-type: none"> Assess hatch within Romeo treatment plant – two of them are getting remade Improvement can continue with logging pressure in the distribution system (currently have 5 pressure gauges on hydrants – can add more slowly or have other ways to track). 			
[r]	Source Water Protection - Review Fuel Assessment <ul style="list-style-type: none"> Romeo's fuel tank is listed as WHPA-A (wellhead protection area, A is high risk) as a significant drinking water threat. In talks of adding spills kit to Romeo Center, (possibly other pumphouses) 			
2.	Roundtable/Other:			



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Next Management Review will be scheduled in December 2026

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PA: Preventive
CA: Corrective
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Last Updated: 2023-06-20

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1	Lowering high risk ranking from 12 to 9 or 10.	2020-05-10	EA-OPI	CA	Continual Improvement	N/A	Revise OP-07	Adjust OP-07 risk assessment ranking of high risk items	QMS Rep	2022-08-31	Comp	Form 08-011 revised to have high risk category changes from 12 to 10+ on 2022-06-23
2	Update Table 08-001 Summary of Critical Control Points	2020-06-24	EA-OPI	CA	Continual Improvement	N/A	Revise OP-08 Table 08-001	Add CCP #3 distribution system chlorine residual (as identified in the latest Form 08-001 Risk assessment outcomes) and listing related CCL information	QMS Rep	2022-05-31	Comp	With new OP, details are now listed
3	Review & investigate 1st batch of frozen services	2020-11-25	MR	CA	Continual Improvement	N/A	Review & investigate issues	Determine if issues are on city side or property own side	Enviro. Supervisor	2023-12-31	On-Going	On-going. Budgeting to try and lower services below frost line. In the meantime, we ask the properties to run their taps during the winter to avoid freezing. New Frozen Service Program implemented winter of 2022 to better track accumulative average temperature
4	Establish division-wide use of work orders for asset-based work	2021-06-04	EA-OPI	CA	Continual Improvement	N/A	Use work orders and service requests division wide	Staff are using a combination of Service orders created by admin staff in the Dafron System as well as tracking all work in the e.Ris software. All work being done in the stations are recorded in the station logbook and field maintenance such as water distribution work, is captured in the Maintenance Logbook. In addition, all work not covered under the logbooks is being tracked using e.Ris forms (commissioning plans for example).	Enviro. Manager	2023-12-31	Comp	In 2022 we used pearl work orders to track some maintenance activities. In 2023, we will be using a combination of e.Ris and Outlook calendar bookings as a means to track work – similar to a traditional work order system. This is now in place as of November 2023.
5	Update APPX 17-001 Calibration & Maintenance Schedule Summary, dated November 21, 2016 to ensure the checking and calibrating of measuring instrumentation that forms part of the monitoring system for CT is aligned with the new requirements of the latest Municipal Drinking Water Licence's Schedule C Section 4.0 Calibration of CT Monitoring System.	2021-06-04	EA-OPI	CA	Continual Improvement	N/A	Revise OP-17	Update appx 17-001 to ensure CT measuring equipment is meeting requirements within MDWL sec. 4	QMS Rep	2022-05-31	Comp	Revised OP-17 Rev. 0 2022-11-15 to include CT equipment. Reservoir Level transmitters being replace to allow for calibrations, free chlorine analyzers included in annual calibration list

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6	Establish division-wide use of work orders for asset-based work	2021-06-04	Other- Staff Feedback	PA	Continual Improvement	N/A	Use work orders and service requests division wide	Establishing division-wide use of work orders for asset-based work; and a service request system to better track required preventive maintenance and reactive maintenance.	Enviro. Manager	05/31/2022	Comp	Staff are using a combination of Service orders created by admin staff in the Dafron System as well as tracking all work in the e.Ris software. All work being done in the stations are recorded in the station logbook and field maintenance such as water distribution work, is captured in the Maintenance Logbook. In addition, all work not covered under the logbooks is being tracked using e.Ris forms (commissioning plans for example).
7	Each air vent and overflow associated with reservoirs and elevated storage structures are equipped with screens in accordance with the "Ten States Standards".	2021-11-04	Ministry BMP	PA	Continual Improvement	BMP Considered	Install screens	Install screens in accordance with the standard on all reservoir and vents	Enviro. Supervisor	05/03/2022	Comp	Refer to #17
8	Ensure the Document Master List is referencing the most current versions of the QMS documentation	2022-03-29	IA-OPI	CA	Continual Improvement	N/A	Revise OP-05	Revise Master List to ensure reference to the most current versions	QMS Rep	03/01/2023	Comp	After OP 2022 revision, Master List is obsolete. Transition of all Documents and SOP's to include revision history and # is on going
9	Various aspects of document control are not being adhered to	2022-05-05	IA- MJ	CA	Continual Improvement	N/A	Adhere to what's identified in OP-05 and update applicable documentation	i) Operational Check records in the Control Centre date back to 2014 and are out in the open. As per b.III & Section 2.3.5 of QMS 5, historic records should be stored to ensure they are protected and safe from harm. ii) Version Control of forms and associated SOPs need to be readdressed for consistency with review dates and document history tables. iii) QMS Policy posted in Control Centre is not current. iv) QMS Rep's binders – not current for several documents (Watermain Disinfection Report, Emergency Contact List.)	QMS Rep	10/01/2022	Comp	Transition of all Documents and SOP's to include revision history and # is on going, onsite documentation revised, removed, etc. as required.

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10	No evidence at the time of the audit to show that relevant aspects of the QMS are communicated to essential suppliers	2022-05-05	EA-MJ	CA	Continual Improvement	N/A	Improve QMS communications to essential suppliers	Improve and provide evidence of QMS communications as identified in OP-13	QMS Rep	10/01/2022	Comp	QMS Letter for essential suppliers and QMS disclaimer has been sent to all essential suppliers and incorporated with our City contract specs.
11	Logbooks on e.RIS need clear identification of ORO/OIC	2022-05-05	EA-OI	PA	Continual Improvement	N/A	Update E.ris and provide training to staff	Include shifts for ORO and OIC's. Provide training to all staff on the use of the shifts	QMS Rep	10/01/2022	Comp	Shift logs for ORO and OIC implemented 2022-05-05, staff provided e.Ris training on 2022-01-28
12	The Owner / Operating Authority could not confirm if the volumetric capacity of the sodium silicate secondary containment floor grate system in the Romeo Treatment Plant was sufficient to contain all stored liquid in the event of a spill.	2022-11-07	Ministry BMP	CA	Continual Improvement	BMP Identified	Determine if the volumetric capacity on containment	To determine if the volumetric capacity of the sodium silicate secondary containment floor grate system is sufficient to secure all liquids associated with its usage. In addition, it is recommended that the Owner / Operating Authority post the maximum allowable volume of the containment system as a means of ensuring appropriate storage of sodium silicate.	Enviro. Manager	12/31/2022	Comp	New containment units have been installed in the sodium silicate room and the MECP has been notified of this OFI correction.
13	It was noted within the CT calculations for several of the Treatment Plants, that the setpoints for free chlorine alarms and lock outs are very close to the concentration required to meet with adequate primary disinfection.	2022-11-07	Ministry BMP	CA	Continual Improvement	BMP Considered	Reassess the alarm	Reassess the alarm and lock out setpoints for free chlorine at the Treatment Plant to determine if they should be increased to provide the Operating Authority more time to respond prior to lock out conditions	QMS Rep/ Water Tech	09/30/2023	Comp	Set points have been adjusted and changed to ensure lockouts are not too close to CT minimums. Updated CCP.
14	The continuous online data reports did not include the water levels present within the reservoirs at the Treatment Plants.	2022-11-07	Ministry BMP	CA	Continual Improvement	BMP Considered	Revise data reports	Revise data reports to include water level measurements from the reservoirs	QMS Rep	09/30/2022	Comp	All required data provided to inspector. In addition daily reports have been revised to include reservoir levels for trending review

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15	Conduct verification checks on the portable chlorine analyzers on a weekly basis	2022-11-07	Ministry BMP	CA	Continual Improvement	BMP Identified	No proposed action	Verifications are conducted as required by manufactures instructions	QMS Rep	2022-09-30	Comp	Pocket colorimeters are verified on the quarterly biases by the Water Tech. The manufactures instructions does not state a required verification frequency
16	Install alarm systems within each of their Treatment Plants that are connected to a dialing system to advise the Operating Authority of any unauthorized entry.	11/07/2022	Ministry BMP	CA	Continual Improvement	BMP Considered	Install security system	All well houses installed with alarms systems	Enviro. Manager	2022-06-30	Comp	All wellhouses have been equipped with alarm systems for unauthorized entry
17	Instal overflow screens and flap gates associated with the Forman and Dufferin water towers to meet with the requirements of Standard	11/07/2022	Ministry BMP	CA	Continual Improvement	BMP Considered	Install screens	Screens were installed on tower overflows as per the standards and photos forwarded to inspector	Enviro. Supervisor	2022-08-03	Comp	Screens have been installed and photos forwarded to inspector
18	Determine low chlorine and low level alarm set points for Towers	2022-12-12	MR	CA	Continual Improvement	N/A	Set alarm set points	Once Dufferin Tower has been cleaned out, evaluate and set alarm set points for level and chlorine residuals for both Forman and Dufferin Towers	Enviro. Manager & QMS Rep.	2023-06-30	Comp	Low 0.40 mg/L, High 2.00 mg/L
19	Provide staff with Contingency/ Emergency Response Training-	2022-12-12	MR	CA	Continual Improvement	N/A	Provide training	Provide training on new CP for Security Breach	QMS Rep.	2022-12-31	Comp	Annual training completed 2023-12-21 Security Breach
20	Obtain re-endorsement on revised OP	2022-12-12	MR	CA	Continual Improvement	N/A	Re-endorse	Obtain re-endorsement on revised OP	Enviro. Manager	2023-03-30	Comp	Endorsement received for new OP
21	Consider assessing risk associated with vandalism/terrorism, low chlorine is distribution system and water supply shortfall as seprate events.	2023-06-20	EA - OFI	CA	Continual Improvement	N/A	Consider risks	Revise Risk Assesment	Enviro. Manager & QMS Rep.	2023-06-20	Comp	- Vandalism/ Terrorism risks are tracked within the MECP Potential Hazard/ Event rating system. - Revised Risk assessment to clarify that the Tower low chlorine event is part of the distribution system (as per sampling requirements) though remains one Event under Tower as analyzers are regulatory. -Water Supply Shortfall added to Risk assessment and to be rated at 2023 Management Review

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22	Ensure timelines & responsibilities are consistent for action items within management review	2023-06-20	EA - OFI	CA	Continual Improvement	N/A	Ensure consistency	Ensure consistency	QMS Rep.	2023-06-20	Comp	Will be applied within 2023 management review
23	Ensure OFI's from 2022 IA are assessed and logged within spread sheet	2023-06-20	EA - OFI	CA	Continual Improvement	N/A	Revise Spreadsheet	Revise Spreadsheet	QMS Rep.	2023-06-20	Comp	See Items below 24 & 25 of spread sheet
24	e.Ris Logbooks need clear identification of OIC/ORO (2022 EA Report)	2023-06-20	EA - OFI	CA	Continual Improvement	N/A	Improve Record Keeping	Improve Record Keeping	QMS Rep.	2023-06-20	Comp	- Daily shifts of ORO and OIC's on site entered within 82 Erie logbook - SOP#400 ORO Designation, SOP#401 OIC Designation & SOP#308 Long Weekend Requirements created -Training provided to staff on new procedures and requirements
25	Ensure Document Master Lister is current (2022 EA Report)	2023-06-20	EA - OFI	CA	Continual Improvement	N/A	Improve Record Keeping	Improve Record Keeping	QMS Rep.	2023-06-20	Comp	Document Master List document made obsolete. All Forms, procedures, etc. have been revised to include revision numbers and history.
26	Annual Report did not contain required information - Adverse Quality incident was not included in report.	2023-11-02	NC	CA	Staff Error	N/A	Ensure all required information is included in annual reporting.	Staff revised the annual report with the missing information and forwarded the revised document to Neville Rising as requested.	Manager of ES	2023-08-11	Comp	Sent requested revisions to Neville Rising of the MECP on July 25, 2023
27	Summary Report for Council did not contain required information - Adverse Quality incident was not included in report.	2023-11-02	NC	CA	Staff Error	N/A	Ensure all required information is included in annual reporting.	Staff revised the summary report with the missing information and forwarded the revised document to Neville Rising as requested.	Manager of ES	2023-08-11	Comp	Sent requested revisions to Neville Rising of the MECP on July 25, 2023
28	Out of compliance with a condition of the PTTW	2023-11-02	NC	CA	Misinterpretation of the PTTW	N/A	Retrofit production wells to allow for manual measurements to be taken as prescribed in section 4.2 of the PTTW	The production wells will have to be retrofitted to be able to take manual measurements. This will involve installing new ports, tubing and pressure gauges.	Manager of ES	2023-12-12	Comp	All wells required for this measurement have been put back into rotation on the weekly checks as of Feb 2024.
29	Ensure Document Master Lister is current (2023 EA Report)	2023-18-11	EA - OFI	CA	Continual Improvement	N/A	Improve Master Document List	Consider removing date references so master list does not become as easily outdated (revisions and dates reviewed)	QMS Rep	2024-03-30	Comp	Master Document list was phased out with the overhaul of the operational plan.
30	Track Dates of long term maint items by asset (Tower cleanings)	2023-18-11	EA - OFI	CA	Continual Improvement	N/A	Consider tracking the dates of last performance of long-term, major maintenance items by asset.	Create tracking sheet for major maint. Of assets like tower cleaning	QMS Rep	2024-06-30	Comp	ES Technicians have created a new maintenance tracking form to capture these assets

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 N/A: Not Applicable

Last Updated: 2023-06-20

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31	Review the City's "Report an Issue" data base through IT to see if there are more customer complaints to record	2023-18-12	IA - OFI	N/A	Continual Improvement	N/A	Improve Data Collection	Check with IT for data related to water complaints from residents via "report an issue" portal	ES Technician	2024-06-30	Comp	The City's Report an Issue records for Environmental Services is perdominantly calls for wastewater (sewer back ups). There is a disclaimer on the header of the webpage that asks residents to call the afterhours City number for water emergencies.
32	Better describe how hazards with high risk ratings relate to the critical control points in 'SOP 7'.	2024-06-12	IA - OFI	N/A	Continual Improvement	N/A	Review high risk ratings and control points, decide on a rating system and update SOP 07.	Consider adding a flow chart to clarify the relation between high risk ratings to critical control points.	ES Technician, ES Technical Lead	2024-09-01	Comp	Operational plan revised to have flow chart on 2024-08-01
33	Ensure there is back-up communication in the event of a landline outage	2024-06-12	S	PA	Continual Improvement	N/A	Have an operators phone on a different provider than the other phones.	Joel is awaiting reponse from IT to see if oncall phone can have dual-sim card and be on 2 different providers	ES Technician, ES Technical Lead, Water Operators	2025-12-31	On-Going	
34	Ensure there is power for the towers in the event of a power-outage.	2024-06-12	S	PA	Continual Improvement	N/A	Install additional back-up generators in both towers.	Generator is in the budget for 2026.	ES Technician, ES Technical Lead, Water Operators	2026-08-01	On-Going	
35	The owner was not maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.	2024-05-22	MINISTRY	CA	Continual Improvement	N/A	Maintain production well	Reconnect conduit line to the well cap.	ES Technician, ES Technical Lead, Water Operators	2024-05-22	Comp	Conduit line was reconnected to the well cap on the same day Inspector came May 22, 2024
36	All parts of the drinking water system were not disinfected in accordance with a procedure listed in Schedule B of the drinking water works permit.	2024-05-22	MINISTRY	CA	Continual Improvement	N/A	Verify all commisioning paperwork has been filled out within a shorter time period to ensure completion	ES Technical Lead is reviewing commissioning paperwork every month to verify completion.	ES Technician, ES Technical Lead, Water Operators	2024-08-01	Comp	Started reviewing paperwork within shorter time period (every month) 2024-06-01
37	Haloacetic acid sampling requirements prescribed by schedule 13-6 of O Reg. 170/03 were not met.	05/22/2024	MINISTRY	CA	Staff Error	N/A	Added the sample bottles to the C of C to ensure they arrive on time.	Add these samples to the C of C	ES Technical Lead	05/22/2024	Comp	C of C was revised to add these samples so that they are not late to arrive.
38	Review continuous online flow data from SCADA reports and ensure its content is consistent with flowing and non-flowing conditions. Min, max, and average (mean) free chlorine online data should be assessed.	05/22/2024	MINISTRY	PA	Continual Improvement	N/A	Call Wonderware to confirm the formula used for SCADA is accurate (emphasis on average coloumn).	Sean Chandler had a call with both Wonderare and eRIS (August 2024). Need to have follow up meeting.	Electrical Technician		On-Going	
39	Roles and responsibilities for Environmental Services Technician need to be revised to add maintaining training/records.	10/21/2024	IA - OFI	N/A	Continual Improvement	N/A	Revise competency section in OP	Environmental Services Technician Competancies has been revised to include responsibilities of maintaining training records.	Environmental Services Technician	10/23/2024	Comp	Environmental Services Technician Competancies has been revised to include responsibilities of maintaining training records.
40	Consider making Summary reports available at the City of Stratford's website (as required by Schedule 22 of O Reg 170/03 Drinking Water Systems	10/21/2024	IA - OFI	CA	Continual Improvement	N/A	Upload Summary action reports on Stratford website	2023 Summary actions in upload (Oct 2024). 2022 Summary report needs to be AODA to be uploaded. (in progress)	Environmental Services Technician	11/21/2024	Comp	Both 2023 and 2022 Summary reports have been added to the Stratford website.
41	Update latest OP in training binder	10/21/2024	IA - OFI	CA	Continual Improvement	N/A	Update training binder	remove old OP and SOP's and replace with updated information.	Environmental Services Technician	10/23/2024	Comp	Training binder was updated with revised OP and SOP's.

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Stratford Drinking Water Systems
Summary Table of Action Items



SOURCE OF/ISSUE IDENTIFIED BY:

IA: Internal Audit or EA: External Audit - (MN: Minor Non-Conformance, Mj: Major Non-Conformance, OFI: Opportunity for Improvement)
 MR: Management Review, S: Staff; CC: Community Complaint; Own: Owner
 MINISTRY: Inspection Findings (NC or Best Practice identified); E: Emergency/Incident;
 BMP: Best Management Practice
 Other (Please specify)

TYPE OF ACTION INITIATED:

PA: Preventive
 CA: Corrective
 N/A: Not Applicable

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42	Consider establishing a pre-made onboarding set of on-the-job training forms, and checklist for training new operators and staff.	10/21/2024	IA - OFI	N/A	Continual Improvement	N/A	Create a checklist and pre-made training forms for new operators and staff	Create a checklist and pre-made training forms for new operators and staff	Environmental Services Technician	11/13/2024	Comp	Checklist has been created and coincides with pre-made training forms.
43	Improve communication with other areas of the city	10/21/2024	IA - OFI	PA	Continual Improvement	N/A	Staff suggestion within internal audit: Make sure there is good communication between departments	Schedule tailgate meetings before every event with all departments involved in project.	Manager of ES	10/21/2024	Comp	Tail gate meetings will happen before every event to make sure all parties are on the same page.
44	Consider improving clarity for when annual reviews vs. 36 month risk assessments have been completed.	03/11/2024	EA - OFI	N/A	Continual Improvement	N/A	Bring this topic up to Brigitte in 36 month risk assessment audit.	Now tracking in the revision history of the summary of risk assessment outcomes	Environmental Services Technician	11/30/2025	comp	Completed with Brigitte in Audit.
45	Chlorine monitor is missing on the Chestnut Street Well House process flow diagram.	03/12/2025	EA - OFI	CA	Continual Improvement	N/A	Update the diagram and put it in the Chestnut Operational Manual.	Revised the Chestnut diagram document to have the chlorine monitor	Environmental Services Technician	May 1, 2025	Comp	Revised and completed.
46	Ensure that the threshold for 'high' risks is accurate and consistent throughout applicable documentation.	03/12/2025	EA - OFI	CA	Continual Improvement	N/A	Update OP to reflect the same high risk number	Changed threshold of 12 to 10 in the Operational plan.	Environmental Services Technician	March 13, 2025	Comp	Operational plan has 10 as the threshold for high risk.
47	Ensure there is clear documented maximum inventory allowances for chlorine cylinders at well houses.	March 12, 2025	EA - OFI	CA	Continual Improvement	N/A	Update Essential Supplies Form	Updated Essential Supplies form to have the right amount of cylinders at Romeo. There is a notification from eRIS when chlorine cylinders are low. (Operators will also confirm numbers on the phone)	Environmental Services Technician	March 25, 2025	Comp	Completed.
48	Essential Services and Supplies List is to be reviewed and updated at least once per calendar year.	March 12, 2025	EA - Mn	CA	Continual Improvement	N/A	Consolidate Essential services list with emergency contact list	Consolidated Essential services contact list with emergency contact list and added an annual review date in the calendar.	Environmental Services Technician	March 19, 2025	Comp	There is only one Emergency Contact list with Essential Suppliers on it. There is also a reoccurring date in the calendar to review these contact and send out notices.
49	Improve the communication of the intent/goals of the valve exercising and flushing programs. Can be utilized during Infrastructure review with data to track performance.	March 12, 2025	EA - OFI	CA	Continual Improvement	N/A	Joel in the process of acquiring valve turner that keeps track of valve turning.		Environmental Services Technical Lead		ongoing	
50	Consider referencing SOP#303 Sampling Frequency in OP-16.	March 12, 2025	EA - OFI	CA	Continual Improvement	N/A	Added the reference of SOP#303 in OP-16.	Added the reference of SOP#303 in OP-16.	Environmental Services Technician	March 19, 2025	Comp	Added the reference of SOP#303 in OP-16.
51	Electrolyte standard, used in calibration of handheld colorimeters was expired in each location visited.	March 12, 2025	EA - Mn	CA	Staff Error	N/A	Add electrolytes to operators weekly checks.	Added electrolytes to weekly checks on eRIS.	Environmental Services Technician	March 19, 2025	Comp	Weekly checks are verified from Environmental Services Technician and Lead , and filed.
52	Haloacetic acid sampling requirements prescribed by schedule 13-6 of O Reg. 170/03 were not met.	August 6, 2025	MINISTRY	CA	Lab/Staff Error	N/A	Scheduling needs to improve	Complete sampling earlier in the window of time. Environmental Serices Tech to write initials on the sampling calendar to verify completion.	Environmental Services Technical Lead	Aug 30, 2025	Comp	

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Stratford Drinking Water Systems
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53	Infrastructure and Management Reports not reported to council	Nov 13, 2025	IA - Mn	CA	Staff Error	N/A	Infrastructure Meeting and Maintenance, with Management Meeting was not reported to council.	Event is set in water operations calendar - reoccurring. Verify by Environmental Services Technician in late March to make sure it's been completed.	Manager of ES/ Environmental Services Tech	Nov 13, 2025	Comp	
54	Documented information updates for DWS alterations	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Create a better flow chart and description for Environmental Services processes.	Environmental Services Tech gradually creating this report over the year 2026.	Environmental Services Technician	Nov 13, 2026	ongoing	
55	Consider developing a formal process and record confirming water quality in temporary watermains for ongoing projects	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Create a report on eRIS for operators to record chlorine residuals for temporary watermains	Created a form on eRIS Nov 18, 2025. Operators can keep track of chlorine residuals daily for temp watermains. Added this process to SOP #303.	Environmental Services Technician	Nov 18, 2025	comp	
56	Staff suggestion to improve communications - ex. Attend pre-construction meetings for specific water requirements.	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Talk to Project Manager about allowing water operators into pre construction meetings.	Project Manager will cc' Supervisor of ES and Manager of ES to the project meetings and they will invite the operators who will participate.	Environmental Services Technician	Nov 20, 2025	comp	
57	Staff suggestion was made to acquire laptops for service trucks for data entry and record-keeping.	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Manager of ES has acquired 4 laptops (2 portable, and 2 for vehicles), waiting on IT to set them up and distribute into trucks		Manager of ES	Dec 30, 2025	ongoing	
58	Staff suggestion was made to establish a more formal succession plan that describes the opportunities for internal hiring.	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Manager of ES to discuss with staff		Manager of ES	Aug 30, 2026	ongoing	
59	Staff suggestion was made (especially for winter mainbreak season) for establishing external contractors for excavations and have operators focus on operational work.	13-Nov-25	IA - Mn	CA	Continual Improvement	N/A	Manager of ES to discuss with staff		Manager of ES	Dec 20, 2025	ongoing	



MANAGEMENT REPORT

Date: March 9, 2026
To: Infrastructure, Safety and Transportation Sub-committee
From: Nick Sheldon, Project Manager
Report Number: ITS26-007
Attachments: None

Title: Queen Street Reconstruction – Open House and Recommendations

Objective: To present the comments and concerns from the Open House, and to seek Council confirmation to proceed with the Queen Street Reconstruction Project.

Background: Queen Street from Regent Street to Brunswick Street has been approved for reconstruction in the 2026 capital budget. The project will replace underground infrastructure, renew the roadway and sidewalk.

The proposed specific improvements scheduled for this project are:

- Upgrade the existing storm sewer, sanitary sewer and watermains.
- Replace existing storm, sanitary and water services to the property line.
- Reconstruct the road to a width of 7.0m, upgrading the asphalt roadway, curb and gutter and sidewalk.
- Installation of one sidewalk on the east side of Queen Street at a width of 1.5m and elimination of the west sidewalk.
- Removal of trees in poor health.
- Street tree planting.

The project length is 500 metres in length and abuts sixty-seven properties zoned Residential (R2) and Commercial (C1).

If Council authorizes the project, construction will begin in the summer of 2026 and conclude early winter 2026.

Analysis: On February 2, 2026, an invitation to attend the virtual open house was delivered to all properties within the project limits. The property owners and tenants were invited to visit the Engage Stratford page and review a presentation, project plans, anticipated construction schedule, and complete a resident/Owner Questionnaire

prior to February 16th, 2026. An option to discuss the project and complete the questionnaire in-person was also provided.

During the open house period, the City of Stratford received feedback through various channels, including 15 completed resident questionnaires and direct communication with five residents via calls, virtual meetings, or in-person discussions. Additionally, at the time of this report, the project page on Engage Stratford webpage recorded seventy-seven unique visitors.

The feedback received was a mix of positive and constructive criticism. The primary concerns expressed by residents included:

- Objections to the elimination of a sidewalk (3 of 15 questionnaires);
- Request for re-evaluation of tree condition assessment;
- Questions regarding construction logistics and maintaining access to homes during construction.

Conversely, positive feedback expressed by residents included:

- Support for the planned infrastructure renewal; and
- Appreciation for the quality of the project information provided.

The proposed sidewalk reduction aligns with Council Policy S2.2, which requires a sidewalk on one side of a local residential street. The Tree Condition Assessment was completed in November 2025, and a re-evaluation is not planned as there have been no material changes to the trees' condition since that time.

The 2026 capital program includes \$3,215,000 for the project, to be funded from various reserves for the road, storm sewer, sanitary sewer and water improvement components. The project funding is planned as follows:

Project Component	Cost	Funding Source
Road	\$2,350,000	R-R11-OCIF
Sanitary/Wastewater	\$355,000	R-R11-WWTR
Water	\$310,000	R-R11-WATR
Storm	\$200,000	R-R11-STM
Total	\$3,215,000	

If the project is authorized, a tender will be issued that would inform the financial implications and any variances from budget. Staff would report to Council any anticipated financial impact at the time of the tender award.

Financial Implications:

Financial impact to current year operating budget: No financial impacts identified at this time.

Financial impact on future year operating budget: Reconstruction of linear assets typically has the effect of reduced maintenance costs in the earlier years following construction. Annual upkeep for winter and summer maintenance is expected to be consistent with previous years.

Link to asset management plan and strategy:

This reconstruction project directly implements the City's Asset Management Plan (AMP) by renewing existing linear and transportation infrastructure required to maintain the City's current levels of service.

Full corridor reconstruction of water, wastewater, stormwater, road, and sidewalk infrastructure aligns with the AMPs lifecycle management strategy by replacing assets at the appropriate stage in their service life, reducing risk of failure, and supporting financial sustainability. In addition to planned lifecycle renewal, this project contributes to reducing the overall infrastructure backlog by replacing several assets that are approaching or have reached very poor condition.

As identified in the AMP, renewal of existing infrastructure remains the dominant driver of long-term capital needs, and coordinated replacement supports the City's objective of maintaining service levels while responsibly managing the infrastructure funding gap.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as the Queen Street Reconstruction project upgrades roadways, watermains, and sewers to a modern standard to address the present and future needs of the community.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Staff Recommendation: THAT Council receive the design summary for the Queen Street Reconstruction Project for information;

THAT Council approve the design as outlined in report ITS26-007 and as presented at the Public Open House and on Engage Stratford;

AND THAT Council authorize Staff to proceed with construction tendering.

Prepared by: Nick Sheldon, Project Manager

Recommended by: Taylor Crinklaw, Director of Infrastructure Services
André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: February 25, 2026
To: Infrastructure, Transportation and Safety Sub-committee
From: Vicky Trotter, Council Committee Coordinator
Report Number: ITS26-004
Attachments: 86 Athlone Crescent Drawing

Title: Encroachment Application for 86 Athlone Crescent

Objective: To consider a request to enter into an Encroachment Agreement with the owner of 86 Athlone Crescent. The purpose of the Encroachment Agreement is to permit a third tandem parking space to encroach onto the Athlone Crescent road allowance.

Background: An encroachment agreement is a formal agreement signed between the City and a property owner, approved by by-law and registered on title against the property that is benefited by the agreement (not the municipal property). The intent of the encroachment agreement is to formally recognize the encroachment and clearly establish the terms and conditions specific to the encroachment if it is permitted to remain.

The City adopted an Encroachment Policy P.3.2 (the Policy) which states:

“It is the policy of the City of Stratford that there shall be no unauthorized encroachments onto road allowances or municipal property, including park property. A property owner shall seek prior permission from the City to encroach onto a road allowance or municipal property and subject to Council approval, enter into an encroachment agreement with the City and pay the required fees.

Where an encroachment exists without City approval, the owner shall be required to remove the encroachment at their own expense or seek permission from the City for the encroachment to remain.

No new encroachments onto park property will be permitted.”

The Policy further states:

“7. When Encroachments will not be granted

It is the policy of the City of Stratford that approval for the following will not be granted:

- new encroachments onto park property;
- additions to existing buildings or other structures that would encroach or do encroach onto municipal property or road allowances;
- the encroachment poses a danger to the public;
- when construction has commenced prior to the issuance of a required permit from the City.”

Minor Variance Application A22-25 was submitted to permit a reduced parking requirement for a street townhouse dwelling and a proposed second suite. A total of three (3) parking spaces are required for a street townhouse dwelling and the proposed second suite whereas only two (2) parking spaces can be provided on the subject property.

Although only 2 parking spaces can be provided on the subject property, the property is physically able to accommodate 3 parking spaces; 1 parking space can be provided in the attached garage, and 2 parking spaces provided in tandem within the existing driveway, with the rear-most space partially within the City right-of-way.

A condition of the approval was requiring the applicants to enter into an encroachment agreement with the City to allow for this third parking space in tandem within the City right-of-way to ensure that the functional parking requirement expected from the Zoning By-law is maintained. Additionally, this requirement is maintained while preserving landscaped open space, curbside safety and neighbourhood character, as no modification to the existing driveway is required.

Analysis: The application was circulated to departments for comments, and the following was received:

By-law Division:

Noting that through Ontario Regulation 299/19 with respect to Additional Residential Units under the Planning Act. Specifically, Section 2(2) under the said regulations states the following requirements and standards are established with respect to additional residential units:

1. Each additional residential unit shall have one parking space that is provided and maintained for the sole use of the occupant of the additional residential unit, subject to paragraph 2.
2. Where a by-law passed under section 34 of the Act does not require a parking space to be provided and maintained for the sole use of the occupant of the primary residential unit, a parking space is not required to be provided and maintained for the sole use of the occupant of either additional residential unit.
3. A parking space that is provided and maintained for the sole use of the occupant of an additional residential unit may be a tandem parking space.

Due to this Regulation, the By-law Division has no concerns.

Planning Division:

The Planning Division noted they have no concerns considering the third parking space would be wholly contained in the driveway with a partial encroachment into the road allowance however free and clear of the travelled portion of Athlone Crescent.

Building Division:

No comments provided.

Engineering Division:

The Engineering Division noted they have no objection to the proposed parking space as the current layout of the site has space for two vehicles within the existing asphalt driveway and one inside the garage.

Public Works Division:

The Public Works Division noted that the roadside encroachment may impede winter operations; however, in this instance the encroachment appears to meet the minimum clearance requirements between the limits of the proposed parking stall and the travelled portion of the roadway.

Sub-committee may wish to consider one of the following options:

1. Permit the tandem parking space to encroach onto the municipal road allowance. If this option is approved, the annual fee of \$254.89 adjusted yearly by the CPI, would be added to the property tax bill for this property for the encroachment agreement, representing revenue to the City.
2. Deny the request for an encroachment. There are no fees or financial implications with this option.

Staff recommend proceeding with Option 1. This option would allow tandem parking space to encroach onto the Athlone Crescent municipal road allowance, having nominal impact to the City.

An encroachment application fee is charged and is determined based on the administrative work required to process and maintain the agreements. Staff do have direction to provide Council with an analysis of this fee structure, however, until such time, the recommendation is based on the currently approved practice.

Financial Implications:

If Option 1 is selected, the annual fee, adjusted yearly by the CPI, would be added to the property tax bill for this property for the encroachment agreement. The annual fee is based on the size of the encroachment and is calculated by taking the current property tax times the size of the encroachment (area) divided by the total area of the owned property.

If Option 2 is selected, there is no financial implication to the City.

Financial impact on future year operating budget:

If Option 1 is selected, the amounts noted above would be adjusted yearly by the CPI and added to the property tax bill until the agreement is terminated or the encroachment is removed, representing revenue to the City.

If Option 2 is selected, there is no financial implication to the City.

Alignment with Strategic Priorities:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Alignment with One Planet Principles:

Not applicable: This report does not align with one of the One Planet Principles as the encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Staff Recommendation: THAT the application to permit the encroachment of the tandem parking space at 86 Athlone Crescent onto the Athlone Crescent road allowance be approved;

THAT the annual fee of \$254.89 adjusted yearly by the CPI, be added to the property tax bill for 86 Athlone Crescent;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 86 Athlone Crescent.

Prepared by: Vicky Trotter, Council Committee Coordinator
Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: March 9, 2026
To: Infrastructure, Transportation and Safety Committee
From: Vicky Trotter, Council Committee Coordinator
Report Number: ITS26-005
Attachments: Encroachment Drawing for 17 Nile Street, Photo of 17 Nile Street

Title: Encroachment Application for 17 Nile Street

Objective: To consider a request to enter into an Encroachment Agreement with the owners of 17 Nile Street. The purpose of the Encroachment Agreement is to permit the updated and expanded driveway to encroach onto the Cobourg Street road allowance.

To consider permitting the following existing structures to encroach onto the Nile Street road allowance:

- stairs;
- fence; and
- retaining wall.

Background: An encroachment agreement is a formal agreement signed between the City and a property owner, approved by by-law and registered on title against the property that is benefited by the agreement (not the municipal property). The intent of the encroachment agreement is to formally recognize the encroachment and clearly establish the terms and conditions specific to the encroachment if it is permitted to remain.

The City adopted an Encroachment Policy P.3.2 (the Policy) which states:

“It is the policy of the City of Stratford that there shall be no unauthorized encroachments onto road allowances or municipal property, including park property. A property owner shall seek prior permission from the City to encroach onto a road allowance or municipal property and subject to Council approval, enter into an encroachment agreement with the City and pay the required fees.

Where an encroachment exists without City approval, the owner shall be required to remove the encroachment at their own expense or seek permission from the City for the encroachment to remain.

No new encroachments onto park property will be permitted.”

The Policy further states:

“7. When Encroachments will not be granted

It is the policy of the City of Stratford that approval for the following will not be granted:

- new encroachments onto park property;
- additions to existing buildings or other structures that would encroach or do encroach onto municipal property or road allowances;
- the encroachment poses a danger to the public;
- when construction has commenced prior to the issuance of a required permit from the City.”

The subject property is a corner lot, with primary frontage on Nile Street and a secondary frontage on Cobourg Street. As shown on the encroachment sketch provided by the owners (prepared by MTE, a surveying and engineering firm), the property contains a primary concrete driveway accessed from Nile Street and a second concrete driveway accessed from Cobourg Street. The primary driveway appears to be of sufficient length to accommodate three (3) tandem parking spaces. The Cobourg Street driveway, which is the subject of this encroachment request, is physically large enough for one parking space.

A driveway application for 17 Nile Street was submitted to the Building and Planning Services Department seeking the expansion of the existing second driveway providing enlarged parking and access to a private garage with access off of Cobourg Street. Following a review of the application by City staff it was determined the driveway encroaches onto municipal property which requires an encroachment to be approved prior to the issuance of a driveway permit.

Analysis: An encroachment application was submitted July 2025. The application requested the existing driveway, which encroaches on the Cobourg Street road allowance, and the proposed expansion of said driveway to be permitted to encroach onto the Cobourg Street road allowance. During the review it was determined the majority of the Cobourg Street driveway along with the stairs, fence and retaining wall on Nile Street were located on the City’s property.

The application was submitted for review to the following divisions: Planning, Engineering, Building and By-law. Their comments are summarized below.

Building and By-law Divisions:

There are no direct Building or By-law implications. No further comments, aside from deferring to Planning and Engineering.

Planning Division:

Given that the subject property already has adequate parking access from Nile Street, and that the City's Official Plan generally seeks to limit the number of ingress and egress points (i.e., driveways) to support streetscape aesthetics and traffic safety, the Planning Division would caution against both legalizing and expanding the existing driveway on Cobourg Street. There are no direct heritage implications resulting from the request.

It should be noted that the City's Zoning By-law includes provisions for driveway visibility triangles to reduce visual barriers and obstructions, including restrictions on locating a parking space within the visibility triangle of an adjacent driveway. While the submitted encroachment sketch does not identify the location of the neighbouring driveway at 132 Cobourg Street, it appears there may be a potential non-compliance with these provisions.

If Council is inclined to approve the request, such approval should require, at minimum, and prior to execution of an encroachment agreement, that the owner's surveyor revise the submitted encroachment sketch to confirm compliance with the City's driveway visibility triangle provisions and any other zoning requirements (consultation with City Planning Staff would be encouraged). If non-compliance is identified, the matter should be returned to Council for further direction.

The Planning Division has no concerns with the other identified encroachments: steps, retaining wall, and fence along Nile Street.

Engineering Division:

- 1) It is acknowledged the proposed parking depth (face of building to edge of sidewalk) is 5.92m as per the sketch provided, which meets the minimum parking depth of 5.6m which is required; however, the parking space is almost entirely contained within the City's ROW (5.21m). The Engineering Division does not support the Cobourg Street driveway encroachment due to the following concerns:
 - a. Potential impact to the existing sidewalk if the vehicle is not parked against the building face, the sidewalk and pedestrian corridor may be impacted.

- b. Potential impact to sidewalk plows during snow removal if a vehicle is parked too close to the sidewalk.
 - c. Potential impact to the current parking space depth if the currently undersized (1.20m) sidewalk is widened to meet City standards. If this occurs, the Engineering Division would look to request that the encroachment be removed (if permitted as of now).
- 2) Additional items that should be included in this encroachment:
- a. The 4.00m wide steps along Nile Street along with the sidewalk for these steps to private property. As access should be contained within the driveway access point, this will be considered an encroachment if no plans to remove these existing stairs.
 - b. The retaining wall along the Nile Street frontage (northwest corner of the lot) is an encroachment.
 - c. The fence along the Nile Street frontage (northwest corner of the lot) extending onto the ROW near the retaining wall is an encroachment.

Based on the comments provided and concerns noted, it is recommended that the request for a driveway encroachment on the Cobourg Street side of the property be denied. Staff note a driveway exists on the Nile Street side of the property which complies with all City by-laws and policies and can be used by the owner. It is further recommended that an encroachment agreement be completed for the existing stairs, sidewalk, retaining wall and fence.

Council may wish to consider one of the following options:

1. Approve the application subject to updated surveyor's sketch confirming compliance with the City's Zoning By-law: With this option the expansion of the existing driveway would be approved to encroach onto the municipal road allowance along with the sidewalk, stairs, and retaining wall;
2. Approve a portion of the encroachment: With this option, the sidewalk, stairs, fence and retaining wall would be permitted to encroach onto the Nile Street road allowance. With this option, the 2nd driveway, as is, we would be allowed to stay.
3. Deny the application: With this option, the existing structures would be required to be removed by the property owner at their cost.

Staff recommend proceeding with Option 2 which would permit the sidewalk, stairs, fence, and retaining wall to encroach onto the Nile Street road allowance. With this

option, the Cobourg Street driveway which does not conform to City by-laws would not be permitted to be expanded and would remain as an access to the garage only.

Financial Implications:

Financial impact to current year operating budget:

If Option 1 is approved, the encroachment of the updated driveway, stairs, walkway and retaining wall, the annual fee of \$527.65, adjusted yearly by the CPI, is added to the property tax bill for this property for the encroachment agreement and included in the City's revenue.

If Option 2 is approved, the encroachment of the stairs, walkway, fence, and retaining wall, the annual fee of \$92.43, adjusted yearly by the CPI, is added to the property tax bill for this property for the encroachment agreement and included in the City's revenue.

Financial impact on future year operating budget:

The financial impact on future years will be similar to the current year, reflecting CPI changes as noted.

Alignment with Strategic Priorities:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Alignment with One Planet Principles:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Staff Recommendation: THAT Option 2, to permit the existing stairs, walkway, fence, and retaining wall to encroach onto the Nile Street road allowance be approved;

THAT the encroachment application to expand the existing driveway be denied;

THAT the annual fee of \$92.43 adjusted yearly by the CPI, be added to the property tax bill for 17 Nile Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 17 Nile Street.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Tatiana Dafoe, City Clerk

Karmen Krueger, CPA, CA, Director of Corporate Services

André Morin, CPA, Chief Administrative Officer





MANAGEMENT REPORT

Date: February 26, 2026
To: Mayor and Council
From: Elizabeth Czekaj, Supervisor of By-Law and Compliance
Report Number: PLA26-002
Attachments: Schedule "A" – Summary of the Progression of a Penalty Notice through the Administrative Monetary Penalty System

Title: Information on the implementation of the Administrative Monetary Penalty System (AMPS).

Objective: To present Council with an overview of the Administrative Monetary Penalty System (AMPS), and to seek Council's approval to proceed with research and drafting of the various steps to create the AMPS program.

Background: The Provincial Offences Act, R.S.O. 1990, c. P.33 (POA) is the provincial legislation currently used to prosecute non-criminal offenses including municipal by-laws for the City of Stratford. Originally enacted in 1979, the POA stipulates procedural regulations established by provincial laws and municipal by-laws. It is designed to address three types of violations:

- Part I: Governs minor offenses.
- Part II: Administers parking offenses.
- Part III: Oversees serious and/or continuous offenses.

In 2007, amendments to the Municipal Act, 2001, S.O. 2001, c. 25 (hereinafter referred to as the Municipal Act) allowed municipalities to implement AMPS programs for parking violations. This change enables municipalities to process and adjudicate parking violations independently of the Provincial Court system. Further legislation in 2017 extended AMPS to encompass non-parking violations. This development provides an alternative to the POA system, equipping municipalities with a legal framework to manage infractions independently, subject to regulatory guidelines being met by the municipality.

The AMPS program is designed to be more adaptable, efficient and customer-focused than the POA process, while ensuring adherence to regulations. It promotes a transparent and objective process of issuing, managing and reviewing penalty notices,

while maintaining the fundamental principles of the court system and due process. While the AMPS program is an effective enforcement mechanism, it will not replace the City's current practice of investigating, educating and collaborating with residents to achieve compliance before progressing to enforcement penalties and fines.

Analysis:

The City of Stratford currently does not have an Administrative Monetary Penalty System (AMPS) or other penalty program separate from the POA. City Administration has been reviewing and considering how AMPS could work in the City for a few years, particularly to regulate and enforce compliance with short-term rental accommodations (or "STRAs"). As the City considers transitioning to AMPS, various factors, requirements and impacts are being carefully evaluated.

To establish an AMPS program a municipality must enact an Administrative Monetary Penalty System By-law and look into enacting a Screening and Hearing Officer By-law. The AMPS by-law will outline the administrative process for AMPS, replacing the current system governed by the Provincial Offences Act (POA). Staff will also need to develop policies and procedures that comply with Regulations, amend existing by-laws and update administrative and software workflows. While this represents a substantial investment in staff time and resources, there are benefits to this transition as outlined below. The AMPS process will offer an open, transparent and impartial framework similar to the current POA system, while maintaining fundamental legal principles and processes.

The following provides an overview on how the proposed AMPS Program would function:

Penalty Notice Issuance: The issuance of a penalty notice under AMPS will resemble the process of issuing a parking ticket. Ideally, the recipient of the notice pays the penalty to the City and rectifies the noted non-compliance.

Disputing a Penalty Notice and Screening Review: To dispute a penalty notice, individuals would request a Screening Review with a Screening Officer, within the prescribed timeframe stated on the penalty notice. The request for a Screening Review would start the adjudication process of the penalty notice. Individuals can use an online portal to request a Screening Review and book an appointment with the Screening Officer. Alternatively, they can call or visit the City's office during business hours. Screening Reviews can be held online, by phone or if requested in person.

Screening Officer's Role and Discretion: The AMPS program grants the Screening Officer discretion to resolve penalty notices. Options for resolution include affirming the notice, reducing the fine, possibly establishing a payment plan, or revoking the notice. Screening Officers are typically existing City Staff members with experience in by-law administration and legal matters. Municipal Enforcement Officers (i.e. City

by-law officers) or any persons involved with the enforcement process are excluded from being Screening Officers to avoid conflicts of interest and to maintain transparency throughout the process.

Requesting a Hearing Review: If an individual wishes to dispute the Screening Officer's decision, they can request a Hearing Review within the prescribed timeframe. The individual can use the same means of contact as the screening review to request a Hearing Review. The Hearing Review is similar to requesting a trial within the current POA system but is more timely and less formal. Hearings can be held in person in a City building, online or by phone, depending on the individual's preference.

Hearing Review Process: Council would appoint a contracted Hearings Officer to adjudicate matters. It is most common that municipalities contract this service, largely to help maintain fairness and transparency. Given the Hearing Officer role, the person should possess court and/or mediation experience. Hearing Officers would have discretion to affirm the notice, reduce fines, possibly establishing a payment plan or revoke notices. After hearing comments from both sides, the Hearing Officer will render a decision that once made would be final and binding. The matter is not considered resolved until the penalty amount is paid in full.

Non-Responsiveness to a Penalty Notice: If no action is taken by the recipient of a penalty notice, the City will communicate to the individual that additional fees would be consequences of non-action and the process of fee and fine collection. If a penalty notice continues to go unresolved, the penalty notice fine and any fees incurred would be transferred to municipal taxes after a specified time period.

The attached Schedule A provides a simplified flowchart summarizing the progression of a penalty notice through the AMPS program.

Benefits of AMPS

The Administrative Monetary Penalty System (AMPS) program offers several benefits for the City and its residents. It can enhance customer service by providing a less formal, regulation-based process that is often less intimidating than the current Provincial Offences Act (POA) court system.

Screening reviews and Hearings are another benefit of the AMPS program, as they are scheduled under the City's control, independent of the Provincial Courthouse's schedule, reducing backlog and congestion while increasing court capacity for more serious offences. Reviews can be resolved online, by phone or in person at the City's office, eliminating the need for courts, Justices of the Peace, or Officers to be present.

Unlike the Provincial Offences Act, where payments go directly to the courts and shared with the province, AMPS allows the City to collect fines and additional fees directly. The AMPS program also gives the City the ability to set administrative fees for non

appearance for reviews, as well as late and default payments. These fees have the potential to help assist in cost recovery for the AMPS program.

The Administrative Monetary Penalty By-Law

The Administrative Monetary Penalty By-law will replace the procedures outlined in the POA. The By-law will be developed in accordance with regulatory requirements, specifying which City by-laws the AMPS program will apply to, along with the procedures for issuing penalty notices and the processes for screenings and hearings. Once the AMPS By-law is implemented, the provincial Offences Act will no longer apply to the designated by-laws and their provisions.

The key components of an AMPS by-law would include:

- Designation of by-laws subject to the Administrative Monetary Penalty System (AMPS), detailing wording of penalties of each offence and fines associated.
- Issuance of penalty notices.
- Establishment of the penalty notice dispute process, in accordance with regulations.
- Creation and definition of the screening and Hearing Review processes, detailing document service to the affected person.
- Establishment of response timelines for penalty notices.
- Specification of timelines for applying late and non-appearance fees, aligned with regulations, if initial response timeframe goes unmet.
- Prescription of timelines for unresolved penalty notices to be placed on property taxes for collection of outstanding fines and fees, after all resolution avenues have been exhausted.
- Delegation of authority to the Director to prescribe and amend forms, penalty notices, guidelines, process and procedures, that are necessary for the by-law and the AMPS implementation.

Screenings and Hearing By-law

City staff would be looking into the benefits of a separate by-law or having these processes within the Administrative Monetary Penalty By-law. Either a separate by-law or the incorporated processes would introduce a two-step formal resolution process of Screenings and Hearings reviews for disputing a penalty notice. It is essential to establish these provisions that will appoint Screening and Hearing Officers, as well as outline specific qualifications and requirements for these positions. This helps ensure the integrity and transparency of the Screening and Hearing Officer selection process.

Amendments to Existing By-laws

Staff will review existing by-laws that are to be processed under the AMPS By-law. The Enforcement provisions for these by-laws will need to be amended, so that their provisions would no longer be subject to the Provincial Offences Act (POA) but will be governed by the AMPS Process. The proposed by-laws are likely to include:

Accommodation Licensing By-Law# 130-2022

Bed and Breakfast Licensing By-Law#180-2004
 Lot Maintenance By-Law# 94-2008
 Maintenance and Occupancy By-Law# 141-2002

These amendments will take effect upon the commencement of the City's AMPS Program or shortly thereafter. Looking ahead, staff would anticipate expansion to the AMPS program to include additional City by-laws.

AMPS Policies and Procedures

In addition to the requirement for an AMPS By-law and revisions to existing by-laws, O. Reg. 333/07 passed under the *Municipal Act, 2001*, requires that a municipality shall develop standards relating to the administration. These standards would include:

Policy to Prevent Political Interference: Ensures the AMPS system is fair, independent, and free from political interference, aligning with POA administration.

Conflict of Interest Policy: Prevents actual, potential, and perceived conflicts of interest among Screening Officers, Hearing Officers, and City Staff.

Policy Regarding Financial Management and Reporting: Outlines financial management, reporting, and tracking of administrative penalties and fees.

Public Complaints Policy: Establishes a process for public complaints regarding AMPS administration.

Extension of Time to Request a Review: Provides guidelines for penalty notice recipient to request an extension of timeline for a screening and or Hearing Review.

Policy for Appointing Screening and Hearing Officers: Details the recruitment process and appointment of staff for these positions.

These policies and procedures ensure transparency, accountability, and efficiency in the AMPS process. Drafting policies will meet the Regulations required to implement the AMPS program under the *Municipal Act, 2001*. Once drafted, these policies would be reviewed internally and by the City Solicitor and then presented to Council for consideration in a subsequent report.

Penalty Fines

Under the existing POA process, municipalities must obtain approval from the Ministry of the Attorney General to implement or revise fines. However, under the AMPS program, this requirement is removed. Council will independently approve any new or revised fines. These fines with the accompanying short form wording, would be established as a schedule in the AMPS By-law.

To further encourage compliance, escalating penalties are being researched for the potential use in repeat and continuous violations under the AMPS program. These

escalating penalty fines would be intended to deter persistent violations, by increasing the fine amount for repeat offences by the same violator. The aim for escalating penalty fines is to motivate a prompt violation change, to ensure compliance with the City's by-laws.

Fees and Charges

With the current POA system that is administered by Perth County, late and penalty fees are imposed when a person fails to respond to a penalty fine within the appropriate time frame and/or does not attend a scheduled court date. The AMPS program mirrors this practice by allowing municipalities to establish fees for late and/or defaulted penalties. Fees are also intended to encourage timely response to penalty notices and prevent unresolved tickets from increasing administrative costs, such as sending reminders and allocating staff time. It is important that these additional costs are not absorbed by the tax base due to a person's failure to comply. However, the AMPS program offers a longer timeframe for an individual to respond to a penalty notice before fees are applied. Below are proposed fees commonly adopted with the AMPS program:

Late Fee: This fee is added to the penalty fine, if payment is not made within the required timeframe or if there is no response.

Failure to Attend a Screening: This fee is added to the face value of the penalty notice if an individual fails to attend their scheduled screening within a specified timeframe.

Failure to Attend a Hearing: This fee is also added to the face value of the penalty notice if an individual fails to attend their scheduled hearing within a set time period.

The AMPS program gives the ability for the City to recover a portion of cost for the screenings and hearings, when the individual does not attend their scheduled reviewed. These fees have the potential to help offset process expenses and holds the individual's review to have the status of "non-appearance". These fees align with the existing POA system, which also includes non-appearance fees.

Technological

Staff will be examining comprehensive software solutions to cover the entire process for issuance to resolution of penalty notices. Key functions include:

- Support for notices issuance in the field.
- Managing the dispute process.
- Integrating a payment portal for amendments, extensions and processing.
- Scheduling docket calendars.
- Handling screening and hearing requests.

Timeline and Implementation

Should Council endorse the initial work necessary to implement the Administrative Monetary Penalty System (AMPS) program, staff will proceed with the following steps:

Drafting Required By-laws: Preparing the necessary by-laws, including the Administrative Monetary Penalty By-Law and the Screening and Hearing By-Law, to replace procedures set out in the Provincial Offences Act. Amend all relevant by-laws to include an AMPS penalty clause and align them with current standards.

Penalty Schedule Development: Develop a schedule within the AMPS By-law, outlining penalties, essentially establishing set fines and escalating fines for the amended by-laws that will have enforcement provisions directed to the AMPS By-law.

Amendments to Existing By-laws: Updating by-laws that are designated in the AMPS By-law to define AMPS and insert enforcement provisions.

Fee Structuring: Formulate fees payable to the City relating to late and defaulted fines.

Policy Drafting: Draft all policies that are required in O. Reg. 333/07.

Template Creation: Design templates for all necessary forms, penalty notices, review requests and ensuring compliance with legislative formatting standards.

Software Research: Investigate software solutions for processing penalty notices, arranging screening and hearing disputes and managing payment of fine/fees. Staff are evaluating different software options, including software suites that the City currently utilizes and could potentially expand upon.

Screening and Hearing Officer Appointments: Looking into the appointments of Screening Officer, with options of current staff being utilized for this role. Investigating recruitment of a contracted Hearing Officer.

Communication Strategy Development: Develop a communication strategy that includes updating website, public engagement, prepare public materials to inform residents about changes.

Staff Training Development: Create a training program for staff to familiarize them with the new processes and procedures.

Review Process: Circulate all by-laws, forms, fines, policies and documents to appropriate staff and legal for review.

Council Reporting: Report back to Council for the approval of the by-laws and policies and updates on the implementation progress.

Research and development will be advanced alongside ongoing day-to-day service delivery and regulatory responsibilities of existing staff. Timelines and sequencing will be managed accordingly; Council and the public should anticipate a staged implementation approach that may take time to fully be operationalize. Council can anticipate receiving a further report from Staff outlining the timeline for advancement of implementation of the AMPS program, financial impacts and progress on the above steps.

Financial Implications:

Financial impact to current year operating budget:

There is no anticipated financial impact at this time, as this report is informational and intended for Council's consideration, seeking approval to proceed with the necessary steps to initiate the implementation of the AMPS program. A subsequent report will be presented to Council in six to twelve months time, detailing specific structure and financial implications for Council consideration. At this stage, the strategy is to maximize the use of existing staff time during the research and drafting process and to only engage consulting services if necessary.

Financial impact on future year operating budget:

To be determined in a subsequent report.

Legal considerations:

There are no legal considerations for this report.

Alignment with Strategic Priorities:

Intentionally Change to Support the Future

This report aligns with this priority given that the move to AMPS from the traditional POA process allows for improved overall adherence to City by-laws, as well as improve efficiency and service delivery standards.

Alignment with One Planet Principles:

Not applicable: Given that the move to AMPS from the traditional POA process allows for improved overall adherence to City bylaws, as well as improve efficiency and delivery service standards.

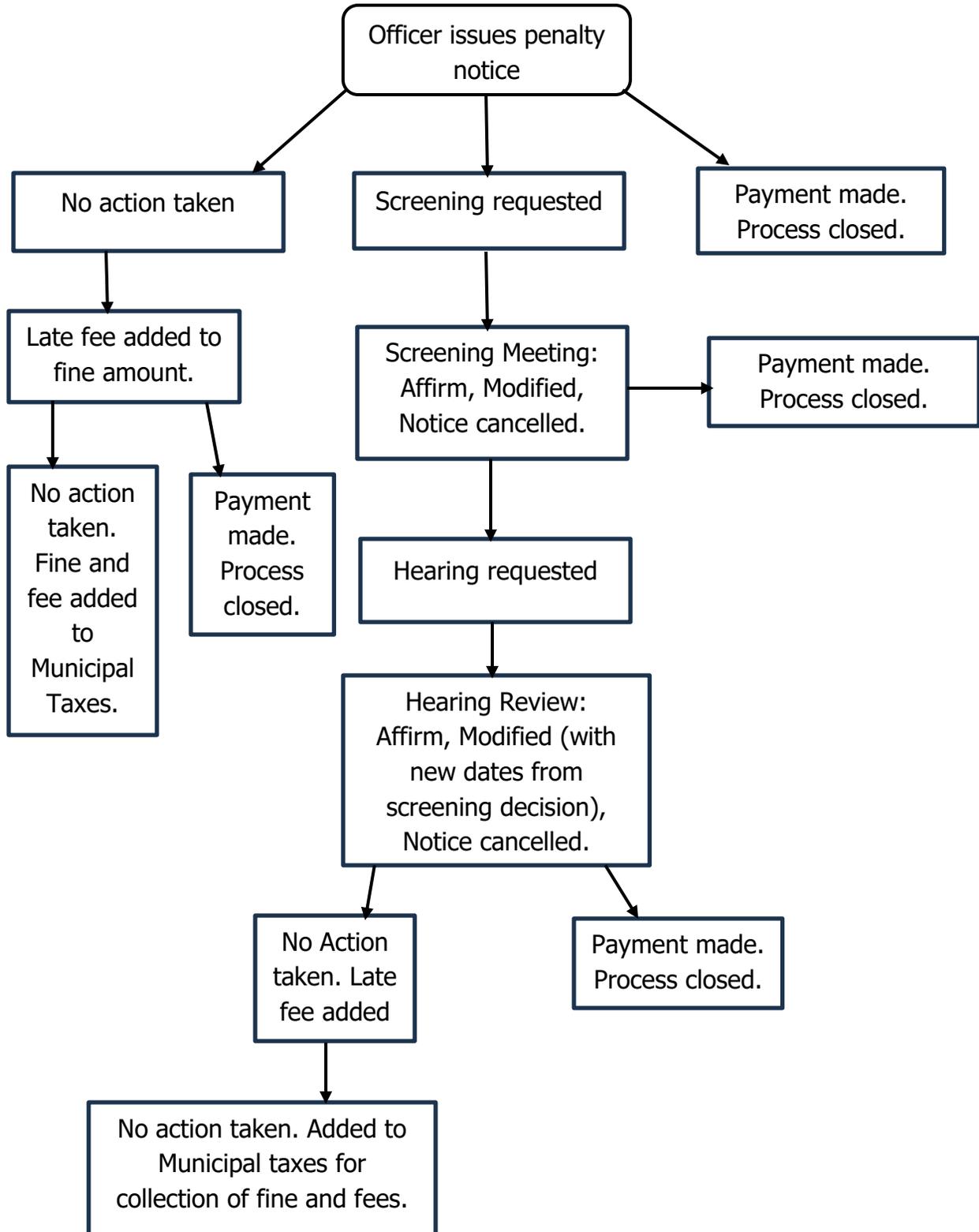
Staff Recommendation: THAT the report titled, "Information on the Implementation of the Administrative Monetary Penalty Program" (PLA26-002), be received for information;

THAT Council support the concept of transitioning the adjudication of by-law matters away from the current Provincial Offences Act (POA) system and direct the process to have the City manage the dispute process;

AND THAT Staff be directed to conduct the necessary research and return at a future Council meeting with the Administrative Monetary Penalties By-law, associated policies, set fines related to AMPS, and an implementation plan for Council's approval.

Recommended by: Elizabeth Czekaj, Supervisor of By-law and Compliance
Reviewed by: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
André Morin, CPA, Chief Administrative Officer

Schedule A
To COU26-
Administrative Monetary Penalty System (AMPS)





MANAGEMENT REPORT

Date: February 26, 2026
To: Planning and Heritage Sub-Committee
From: Josh Lee-Him, Municipal Law Enforcement Officer
Report Number: PLA26-001
Attachments: CDX Sign Variance Schedule "A"

Title: Proposed Exemption from Sign By-Law 159-2004 for the Canadian Dairy Expo

Objective: To consider an exemption to the City of Stratford's Sign By-Law 159-2004 for various locations throughout the City for the Canadian Dairy Expo (CDX) on a three (3) year basis.

Background: The By-Law Division was contacted by representatives of the Canadian Dairy Expo regarding the process of obtaining a Sign Permit and Sign Variance for their proposed signs relating to the Expo. The applicant is requesting the following to be placed on City owned properties: Two (2) cow statues, nine (9) a-frame/sandwich board signs on the exterior of the Rotary Complex, three (3) sandwich board signs on the interior of the Rotary Complex and four (4) banner signs to be placed at the Rotary Complex.

In the prior year report, PLA25-001, the sub-committee recommended that the following signs be approved:

The nine (9) temporary sidewalk signs and one (1) cow statue be permitted for the temporary period of March 28, 2025, to April 7, 2025, on City property at the following locations:

- Mornington Street at the City's northernly limits;
- McCarthy Road West at Mornington Street (2 signs);
- McCarthy Road East at Romeo Street;
- Ontario Street at the City's easterly limits (2 signs);
- Huron Street at the City's westerly limits;
- Downie Street (Road 112) at the City's southerly limits;
- Erie Street at Line 32; and
- Northeast corner of McCarthy Road West and Mornington Avenue (Cow Statue)

- The two (2) banner signs, one (1) cow statue and five (5) directional signs be permitted for the temporary period of April 1, 2025, to April 4, 2025, on the City's Rotary Complex Property (353 McCarthy Road West).

Analysis: The following sections of the Sign By-Law would require exemptions for the Sign Variance to allow for the abovementioned request for 2026:

For the nine (9) sidewalk signs:

1. Section 4.2 (x) Prohibited Signs: a sign advertising a business, materials and/or services that are not situated on the same property as the sign, except a community event sign.
 - i. The applicant is requesting sidewalk signs that are advertising the event to be placed on properties in which the event is not occurring on.
2. Section 4.2 (x) (xiii) Prohibited Signs: a sign that is located on or encroaches on property owned by the City without the formal approval of the City, except as provided for in Sections 19.0, 21.1, 21.3, 21.4, 21.6 and 21.7; (Special permissions to be granted).
 - i. The application requires that special permission is granted for the applicant to encroach on property owned by the City.
3. Section 11.0 Permitted Sign Types by Sign Class
 - i. The abovementioned section advises that Sidewalk Signs are not a permitted use in Residentially zoned areas.
4. Section 21.3 (c)(i) Sidewalk Signs: A sidewalk sign shall have a maximum height of 1 metre (3.28ft.), a maximum of two sign faces, and any sign face shall not exceed 0.56m² (6.03sq.ft.) in area;
 - i. The sign application notes that the size of each sidewalk sign includes the height of four (4) feet.

The applicant is seeking nine (9) temporary sidewalk signs be permitted for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April for three (3) consecutive years, on City property at the following locations:

- Mornington Street at the City's northerly limits;
- McCarthy Road West at Mornington Street (2 signs);
- McCarthy Road East at Romeo Street;
- Ontario Street at the City's easterly limits (2 signs);
- Huron Street at the City's westerly limits;

- Downie Street (Road 112) at the City's southerly limits;
- Erie Street at Line 32;

For the one (1) exterior cow statue at Mornington and McCarthy Rd intersection:

1. Section 4.2 (x) Prohibited Signs: a sign advertising a business, materials and/or services that are not situated on the same property as the sign, except a community events sign;
 - a. The cow statue is considered a ground sign for the purpose of the application and previous applications and would not meet the requirements of a community events sign.
2. Section 4.2 (xiii) Prohibited Signs: a sign that is located on or encroaches on property owned by the City without the formal approval of the City, except as provided for in Sections 19.0, 21.1, 21.3, 21.4, 21.6 and 21.7; (Special permissions to be granted).
 - a. The cow statue ground sign requires special permission to be located on City property.

The applicant is seeking one (1) temporary cow statue to be permitted annually for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April for three (3) consecutive years, on City property at the intersection of Mornington St and McCarthy Rd.

For the three (3) a-frame/sandwich board signs on the property of the Rotary Complex:

1. Section 21.3 (c)(i) Sidewalk Signs: A sidewalk sign shall have a maximum height of 1 metre (3.28ft.), a maximum of two sign faces, and any sign face shall not exceed 0.56m² (6.03sq.ft.) in area;
 - a. The sign application notes that the size of each sidewalk sign includes the height of four (4) feet and width of four (4) feet.
2. Section 4.2 (x)(xiii) Prohibited Signs: a sign that is located on or encroaches on property owned by the City without the formal approval of the City, except as provided for in Sections 19.0, 21.1, 21.3, 21.4, 21.6 and 21.7; (Special permissions to be granted).
 - a. The application requires that special permission is granted for the applicant to encroach on property owned by the City.

The applicant is seeking three (3) a-frame/sandwich board signs to be permitted to be placed on the property of the Rotary Complex (353 McCarthy Rd) annually for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April for three (3) consecutive years.

Lastly, for the one (1) cow ground sign and four (4) banners located on the property of the Rotary Complex:

1. Section 4.2 (x) Prohibited Signs: a sign advertising a business, materials and/or services that are not situated on the same property as the sign, except a community events sign;
 - a. The cow statue is considered a ground sign for the purpose of the application and previous applications and would not meet the requirements of a community events sign.
2. Section 21.10 (a)(i) Banner Signs: Banner signs shall not exceed 6.0m² (64.6ft²) in area.
 - a. The proposed banner signs for the application include two (2) signs at 160ft² each for the front of the building.
 - b. The proposed banner signs for the application also include two (2) signs at 32ft² each.
3. Section 21.10 (a)(ii) Banner Signs: Banner signs shall: only one banner sign may be erected or displayed per property.
 - a. The application(s) note four (4) total banner signs proposed.

The applicant is seeking one (1) cow statue ground sign and four (4) to be permitted to be placed on the property of the Rotary Complex (353 McCarthy Rd) annually for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April for three (3) consecutive years.

During the application review it is noted that the content of two (2) of the banner signs that meet the size requirements indicates a "John Deere" logo on its face. The City of Stratford's Sign Bylaw 159-2004 does not have any restrictions on content that is placed on a banner sign.

The applicant(s) have shown in previous years the ability to successfully obtain permits and sign variances without issue. Approving a three (3) year variance will create administrative efficiencies for both the Building and Planning Department – By-law Division as well as the applicant(s).

Financial Implications:

There are no financial implications to be reported because of this report.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as this report is based on a sign variance for a yearly event.

Alignment with One Planet Principles:

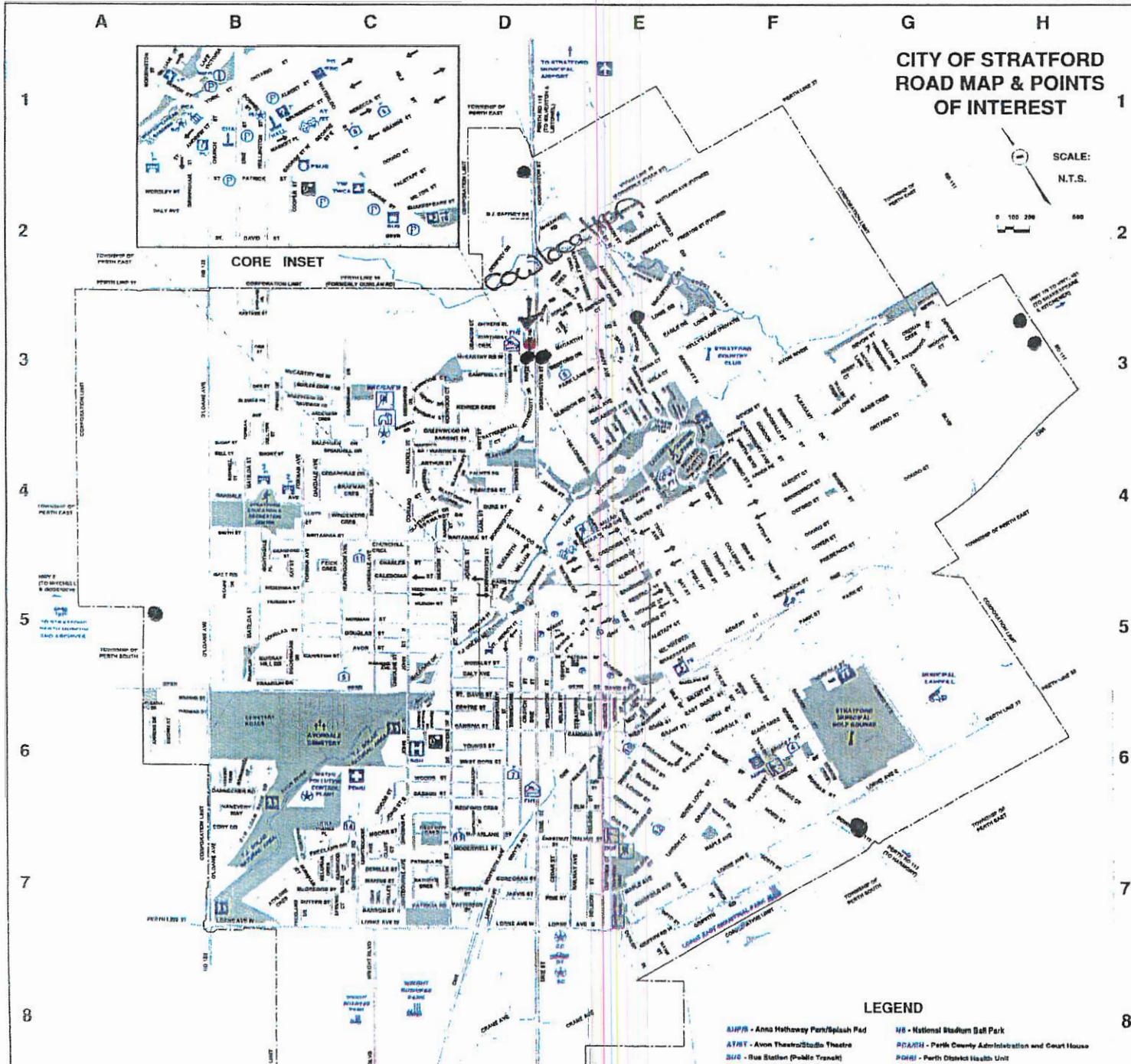
Culture and Community

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Staff Recommendation: THAT the request for a variance from the Sign By-law 159-2004 for the Canadian Dairy Expo be approved for a period of three (3) years to December 31, 2028, to permit the installation of:

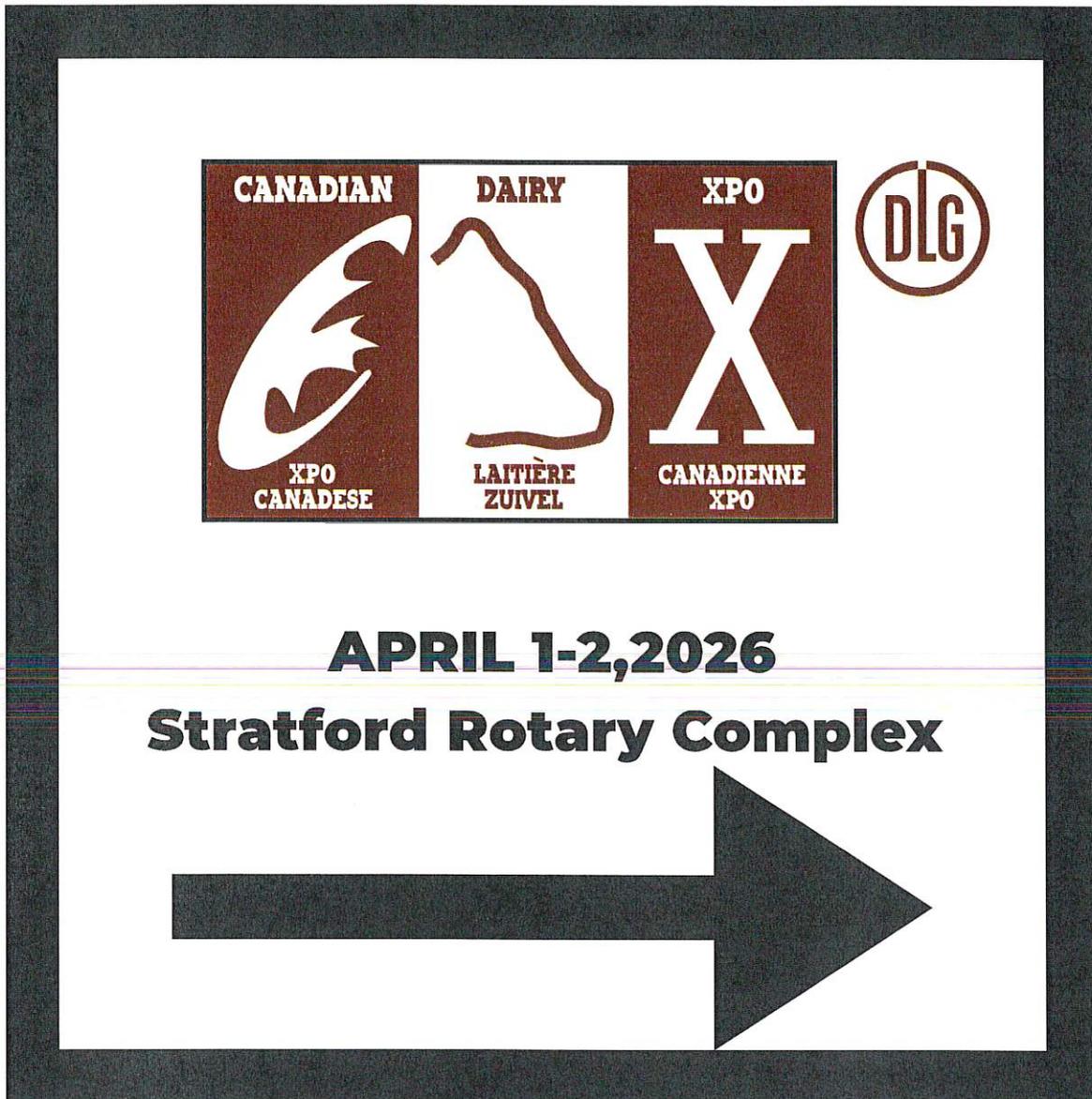
- **Nine (9) temporary sidewalk signs and one (1) cow statue for a temporary period of approximately seven (7) to ten (10) days, coinciding with the Canadian Dairy Expo event in late March to early April, on City-owned property at the following locations:**
 - **Mornington Street at the City's northerly limits;**
 - **McCarthy Road West at Mornington Street (2 signs);**
 - **McCarthy Road East at Romeo Street;**
 - **Ontario Street at the City's easterly limits (2 signs);**
 - **Huron Street at the City's westerly limits;**
 - **Downie Street (Road 112) at the City's southerly limits;**
 - **Erie Street at Line 32; and**
 - **The northeast corner of McCarthy Road West and Mornington Avenue (Cow Statue)**
- **Two (2) banner signs that meet the applicable size requirements, one (1) cow statue, and three (3) directional signs for a temporary period of approximately four (4) days coinciding with the Canadian Dairy Expo event in late March to early April on the City's Rotary Complex Property (353 McCarthy Road West).**

Recommended by: Josh Lee-Him, Municipal Law Enforcement Officer
Reviewed by: Elizabeth Czekaj, Supervisor of By-law Compliance
 Adam Betteridge, Director of Building and Planning Services
Approved for Council by: André Morin, CPA, Chief Administrative Officer



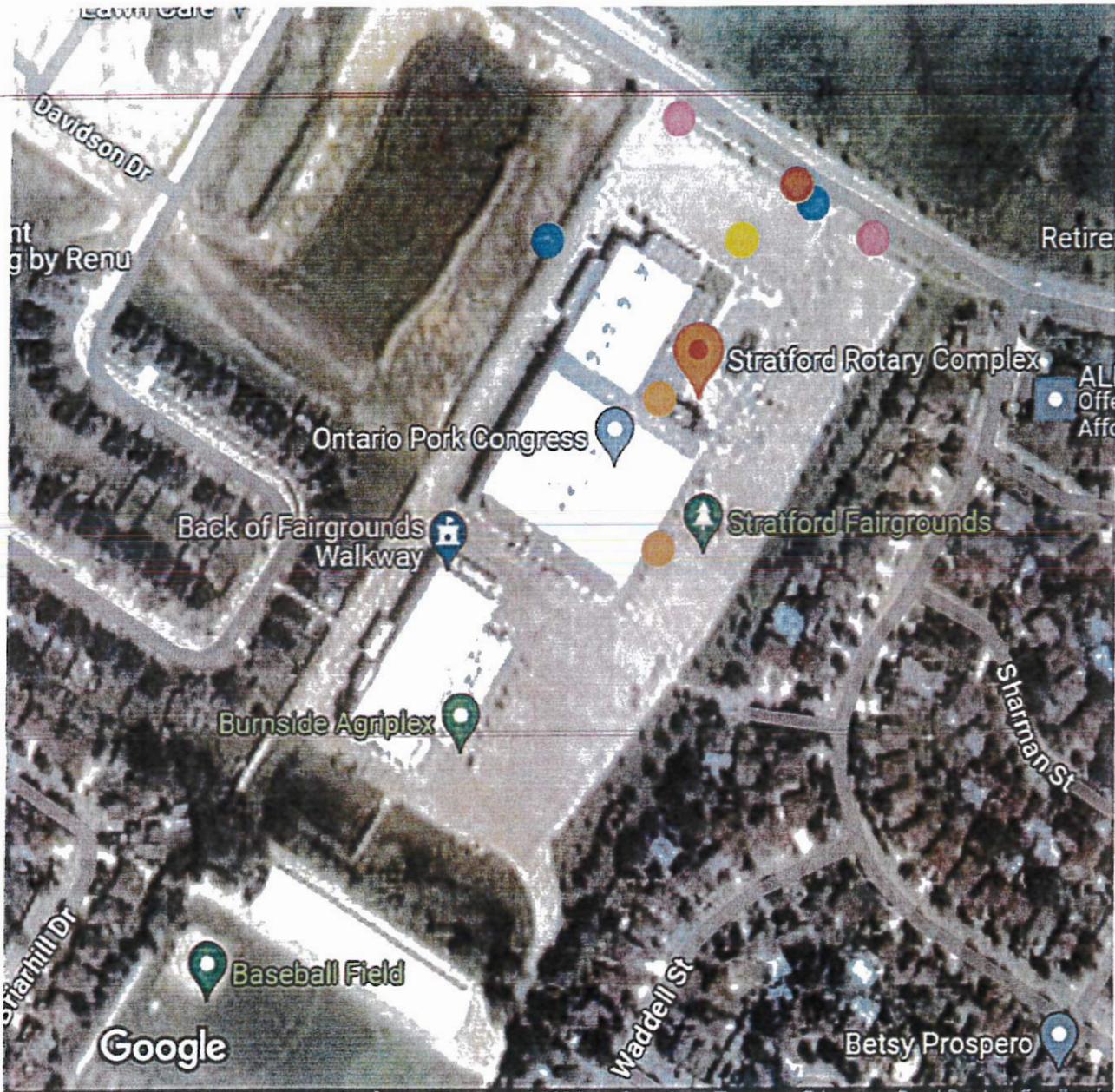
60" mch.





**Sandwich Board double sided
same graphic**

Stratford Rotary Complex sign Map



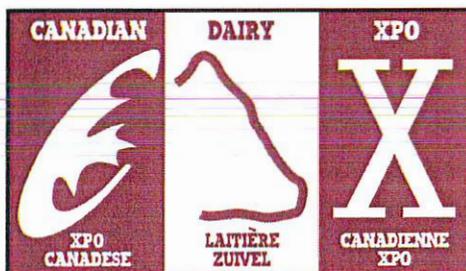
-  Entrance banners
-  Cow
-  Entrance 1/2 sandwich board
-  Junior farmers parking sandwich board
-  John Deere Welcome banner



Measurement 20ft tall by 8ft wide
Location orange dot on map x2

Entrance

1

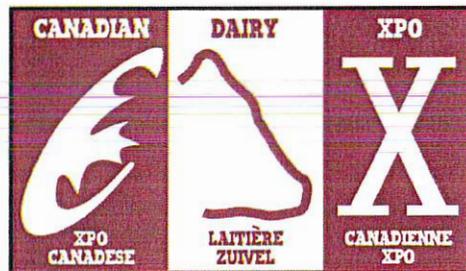


Measurement 4ft tall by 4ft wide

Location Pink dot

Entrance

2



Measurement 4ft tall by 4ft wide

Location Pink dot



Measurement 4ft tall by 4ft wide

Location Yellow dot

WHEREAS Private Member's Bill 21 has been introduced into the legislature, a bill to protect Ontario's future food sovereignty; and

WHEREAS arable land is a critical finite resource; and

WHEREAS Ontario has lost 2.8 million acres of farmland in the last three decades and Ontario currently loses as much as 319 acres of farmland a day; and

WHEREAS Ontario's farmland provides food, fiber and fuel to all of Ontario and beyond; and

WHEREAS Perth County holds some of the best farmland in Ontario and is facing pressures to increase sprawl into important agricultural lands. While we need housing, sacrificing our food security can cause issues for our local economies and communities and undermine our ability to provide food for our local communities.

WHEREAS the Bill is supported by the Ontario Farmland Trust, the Ontario Federation of Agriculture, the Christian Farmers and the National Farmers Union, reflecting broad support within the farming community on an exploratory basis; and

WHEREAS the Bill will encourage farmers to create succession plans and to reinvest in their farms;

WHEREAS a significant portion of Ontario's food supply comes from the US, where current protectionism practices are creating ambiguity and uncertainty in the food supply chain;

AND WHEREAS the City of Stratford encourages the Province to continue to use all available tools and supports, including incentives, grants, infrastructure investment, and innovation programs to promote and expand local food production, enhance on-farm viability, and strengthen Ontario's food security;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Stratford support Bill 21, Protect Our Food Act, 2025 and strongly urges the provincial government to support this and every measure to protect our farmland, to aggressively prevent further losses and to ensure the future of agriculture in Ontario for future generations; and

THAT a copy of this resolution be sent to the Premier of Ontario; the Minister of Agriculture, Food and Agribusiness, the Minister of the Environment, Conservation and Parks; Guelph MPP Mike Schreiner, Perth Wellington MPP Matthew Rae, the Ontario Federation of Agriculture, the Association of Municipalities of Ontario, and all Municipalities in Ontario.



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an encroachment agreement with Balaji Ramachandiran and Hemalatha Balaji Jambunathan to permit the tandem parking space to encroach onto the Athlone Crescent road allowance at 86 Athlone Crescent.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001"), provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act, 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford is the registered owner of the municipal property known as the Athlone Crescent road allowance;

AND WHEREAS an application was made to The Corporation of the City of Stratford to permit the encroachment of the tandem parking space at 86 Athlone Crescent onto the Athlone Crescent road allowance;

AND WHEREAS the Parties hereto agree to enter into an Agreement to permit the encroachment of the tandem parking space for a total encroachment of 14.96m², onto the Athlone Crescent road allowance at 86 Athlone Crescent as shown on Schedule "B" to the Agreement, to continue under certain terms and conditions as set out in the said Agreement;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Encroachment Agreement between The Corporation of the City of Stratford and Balaji Ramachandiran and Hemalatha Balaji Jambunathan to permit the tandem parking space for a total encroachment of 14.96m², to encroach onto the Athlone Crescent road allowance at 86 Athlone Crescent, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

2. The Encroachment Agreement applies to the property known municipally as the Athlone Crescent road allowance at 86 Athlone Crescent, and more particularly described as:
 - PT LOT 11 PLAN 545 STRATFORD; PT LOT 12 PLAN 545 STRATFORD PARTS 5 & 6, 44R3039, T/W R377199, R377200, R377201; S/T R360725 STRATFORD, PIN: 53277-0006 (LT)
3. The City Solicitor is authorized to register the Encroachment Agreement referred to in Paragraph 1 herein, in the Land Registry office.
4. This By-law comes into force and takes upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an encroachment agreement with Robert Bosworth and Caroline Babb to permit the existing stairs, walkway, fence, and retaining wall to encroach onto the Nile Street road allowance.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001"), provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act, 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford is the registered owner of the municipal property known as the Nile Street road allowance;

AND WHEREAS an application was made to The Corporation of the City of Stratford to permit to permit the existing stairs, walkway, fence, and retaining wall to encroach onto the Nile Street road allowance;

AND WHEREAS the Parties hereto agree to enter into an Agreement to permit the encroachment of the existing stairs, walkway, fence, and retaining wall for a total encroachment of 4.8m², onto the Nile Street road allowance at 17 Nile Street as shown on Schedule "B" to the Agreement, to continue under certain terms and conditions as set out in the said Agreement;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Encroachment Agreement between The Corporation of the City of Stratford and Robert Bosworth and Caroline Babb to permit the existing stairs, walkway, fence, and retaining wall for a total encroachment of 4.8m², to encroach onto the Nile Street road allowance at 17 Nile Street, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

2. The Encroachment Agreement applies to the property known municipally as the Nile Street road allowance at 17 Nile Street, and more particularly described as:
 - NILES PT LT 180 PL 20 STRATFORD AS IN R331413; STRATFORD PIN: 53124-0066 (LT)
3. The City Solicitor is authorized to register the Encroachment Agreement referred to in Paragraph 1 herein, in the Land Registry office.
4. This By-law comes into force and takes upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Block 90 on Plan 44M-101, being Parts 1 to 12 (inclusive) on Plan 44R-6461 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

WHEREAS Section 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a municipality may, by by-law, provide that the part-lot control provisions contained in Section 50(5) do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on 44R-6461 from the part-lot control provisions of the Planning Act for the purpose of conveying street townhouse dwelling units to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Section 50(5) of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth, in the Province of Ontario and described as Block 90 on Plan 44M-101, being Parts 1 to 12 (inclusive) on Plan 44R-6461 for the purposes of conveying street townhouse dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Land Registry Office.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Block 91 on Plan 44M-101, being Parts 1 to 9 (inclusive) on Plan 44R-6462 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

WHEREAS Section 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a municipality may, by by-law, provide that the part-lot control provisions contained in Section 50(5) do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on 44R-6462 from the part-lot control provisions of the Planning Act for the purpose of conveying street townhouse dwelling units to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Section 50(5) of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth, in the Province of Ontario and described as Block 91 on Plan 44M-101, being Parts 1 to 9 (inclusive) on Plan 44R-6462 for the purposes of conveying street townhouse dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Land Registry Office.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 10-2022 as amended, with respect to a housekeeping amendment regarding updated provisions to provide necessary clarifications to ensure a more efficient administration of said By-law applying to all lands in the City of Stratford.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to pass this By-law;

AND WHEREAS the said Council has provided adequate information to the public and has held at least one public meeting in accordance with the Planning Act;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it in the public interest that By-law 10-2022, as amended, known as the City of Stratford Zoning By-law, be further amended;

AND WHEREAS this By-law is in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement.

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That Sections 1.10.2 and 1.10.3, to By-law 10-2022, as amended, are hereby amended by adding the words "or Ontario Land Tribunal" after the words "Local Planning Appeal Tribunal".
2. That Section 1.6, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:

1.6 Enforcement

1.6.1 Offences

- a) Every person, corporation, every director and or officer of a corporation who uses land and or owns land which is used contrary to provisions of this By-law is guilty of an offence.
- b) Every person, corporation, every director and or officer of a corporation who interferes with an *Officer* lawfully conducting enforcement of this By-law is guilty of an offence.

1.6.2 Orders

An *Officer* may Order or direct a person and or corporation to discontinue or refrain from proceeding with any activity or doing anything that is in contravention of this By-law.

1.6.3 Right of Entry

- a) Where an Officer believes on reasonable grounds that provisions of this By-law are being or have been contravened, the Officer at a reasonable time and upon producing proper identification, may enter and inspect the property on or in respect for which they believe the contravention is occurring.
- b) Except under authority of a search warrant issued under the *Planning Act*, an Officer or any person acting under their instructions shall not enter any room or place actually used as a dwelling without requesting and obtaining the consent of the occupier, first having informed the occupier that the right of entry may be refused and entry made only under the authority of a search warrant.

1.6.4 Penalties

- a) Every person who contravenes any provision of this By-law and, if the person is a corporation, every director or officer of the corporation who knowingly concurs in the contravention, is guilty of an offence and on conviction is liable:
 - i) on first conviction to a fine of not more than \$25,000; and
 - ii) on subsequent conviction, to a fine of not more than \$10,000 for each day, or part thereof, upon which the contravention has continued after the day on which the person was first convicted.
 - b) Where a corporation contravenes any provision of this By-law, the maximum penalty that may be imposed is,
 - i) on first conviction a fine of not more than \$50,000; and
 - ii) on subsequent conviction a fine of not more than \$25,000 for each day or part thereof upon which the contravention has continued after the day on which the corporation was first convicted.
3. That Section 2.5, to By-law 10-2022, as amended, is hereby amended by deleting Section 2.5.3 Bonus Provisions in its entirety, including Sections 2.5.3.1, 2.5.3.2, 2.5.3.3, 2.5.3.4, 2.5.3.5 and Table 2.5.3 and that subsequent Sections and Tables be renumbered accordingly.

4. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by deleting the definitions of "BERM", "BUILDING", "BUILDING MATERIALS YARD", "CANNABIS PRODUCTION FACILITY", "CREMATORIUM", "GRADE, AVERAGE", "GROUP HOME", "HOME OCCUPATION", "INDUSTRIAL MALL", "LANDSCAPED OPEN SPACE", "OFFICER", "PRINCIPAL RESIDENCE or PRINCIPAL RESIDENTIAL", "STRUCTURE" and "WAREHOUSE" replacing them with the following new definitions:

BERM means a landscaped mound of earth, a ledge or step on a slope or an embankment constructed for stability, aesthetic or noise reduction purposes.

BUILDING means any structure, or part thereof, consisting of a wall, roof and floor or any one or more of them which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, and includes any structure defined as a building in the Building Code Act, or in the *Corporation's* Building By-law, but does not include any vehicle as defined herein other than a vehicle which has been permanently placed on land and is not intended for use as a vehicle.

BUILDING MATERIALS YARD means an establishment in which building or construction and home improvement materials are offered or kept for retail sale.

CANNABIS PRODUCTION FACILITY means a building or structure used for the production of secondary products, processing, testing, destroying, packaging, accessory sale, and/or shipping of Cannabis which is authorized by a license issued by and/or registration/registered by the Federal Minister of Health, pursuant to the Cannabis Act (Canada) and its Regulations, as amended, or any successors thereto.

CREMATORIUM means a premises used for the cremation and/or aquamation of human or animal remains.

GRADE, AVERAGE, when used in reference to a building or structure, means the average elevation of the finished grade, and determined by calculating the difference in finished grade for each elevation side of a building or structure and calculating an average of those results.

GROUP HOME, means a residential care facility licensed or funded under Federal or Provincial statute for the accommodation of 3 to 10 persons, exclusive of staff, that provides a group living arrangement for their well-being, but does not include the care of or occupation by inmates or persons placed on probation or released on parole or for any other correctional purpose.

HOME OCCUPATION, means an occupation, personal service, profession, business or craft which is carried on as an accessory use conducted entirely within a dwelling unit or an accessory building or structure provided that the dwelling unit or accessory building or structure is the principal residence of the person carrying on the occupation, personal service, profession, business or craft.

INDUSTRIAL MALL, means a building designated and constructed as a unit containing at least 3 physically separate and independent industrial uses and provided with common parking areas, driveways, and other shared accessory facilities and services which is held under single ownership, condominium ownership, co-operative or similar arrangement.

LANDSCAPED OPEN SPACE means land which is:

- a) unoccupied by any enclosed space within *building* or *structure*;
- b) situated at ground level;
- c) *used* or intended to be *used* for landscaping which includes the growth and maintenance of grass, flowers, shrubs, bushes, trees or other vegetation, and for the provision of other landscaping features including, but not necessarily restricted to, *planting strips*, decorative fencing, recreational or play areas, gardens, rooftop gardens, fountains, fish ponds, uncovered swimming pools, uncovered *decks*, *porches*, terraces and *walkways* but excluding *driveways*, *parking areas*, and areas for *bicycle parking spaces*.

OFFICER means any person or employee of the *Corporation* charged with the duties of enforcing this By-law.

PRINCIPAL RESIDENCE or PRINCIPAL RESIDENT means the primary place of residence of a person, for which the municipal address of the dwelling unit is identified by that person as his or her place of residence for financial, legal and government related purposes.

STRUCTURE means anything constructed or erected, in whole or in part, which is located on, or in, the ground, or attached to something located on, or in, the ground, and includes anything pre-made or prefabricated, but does not include a fence, sign, air conditioning unit, retaining walls, pergolas, temporary tents or similar uses, railway line, or any hard surface located directly on the ground, including a hard surface walkway and stairs related thereto.

WAREHOUSE means a building or part thereof used for the storage of goods for remuneration or the storage of goods which will be sold elsewhere or, subsequently, transported to another location for sale or consumption. This does not include a *Self-storage Establishment*.

5. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by adding the following new definition:

ADDITIONAL RESIDENTIAL UNIT means a *dwelling unit* that is self-contained, subordinate to and located within the same building or on the same lot of a primary dwelling unit in the form of a *single detached dwelling*, *semi-detached dwelling*, *duplex dwelling*, *townhouse dwelling*, or *street townhouse dwelling*. An Additional Residential Unit shall also have the same meaning as a "secondary suite" under the Ontario Building Code.

6. That Section 3.0, to By-law 10-2022, as amended, is hereby amended by deleting the following definitions: "GARDEN SUITE" and "SECOND SUITE" including any references found throughout the By-law.

7. That Section 4.1.2, to By-law 10-2022, as amended, is hereby amended by deleting "An accessory building or structure may be erected in any yard other than a required yard, except that".
8. That Section 4.1.2 e), to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety.
9. That Section 4.1.4, Table 4.1.4, to By-law 10-2022, as amended, is hereby amended by deleting the column "Maximum Wall Height" applicable to all zones.
10. That Section 4.1.4, Table 4.1.4, to By-law 10-2022, as amended, is hereby amended by including the following standards for Industrial Zones:

Industrial Zone Category	Maximum Lot Coverage ①	Maximum Floor Area ①	Maximum Height ②	Minimum Side Yard Width / Rear Yard Depth ③
I1	10%	150 m ²	5.0 m	3.0 m
I2	10%	150 m ²	5.0 m	3.0 m
I3	10%	150 m ²	5.0 m	3.0 m
I4	10%	150 m ²	5.0 m	3.0 m

11. That Section 4.1.4, to By-law 10-2022, as amended, is hereby amended with respect to the "Additional Regulations for Table 4.1.4" by adding the following: "4. Accessory buildings and structures are prohibited in a front yard and/or exterior side yard."
12. That Section 4.0, to By-law 10-2022, as amended, is hereby amended by including the following new subsection and that subsequent subsections be renumbered accordingly:

4.3 Adult Entertainment Establishments

Notwithstanding any other provision of this By-law respecting permitted uses, an Adult Entertainment Establishment shall not be permitted, either as a main use or an accessory use in any of the following zones: R1, R2, R3, R4, R5, MUR, C1, C2, C3, C4, C5, AD, I3, IN1, IN2, TH, P, OS, A and UR.

Adult Entertainment Establishments shall only be considered on a site-specific basis subject to an approved zoning by-law amendment on lands zoned I1 or I2 subject to the following criteria:

- a) Any building erected or altered for use as an Adult Entertainment Establishment use shall not be located on a lot that abuts Erie Street, Lorne Avenue, Perth Line 33, Embro Road 113, Douro Street, Downie Street, Mornington Street, Ontario Street, C.H. Meier Boulevard, Packham Avenue or Dunn Road;
- b) An Adult Entertainment Establishment shall not be permitted on any lot which has a lot line which is located within 120 metres of any Residential Zone, any Institutional Zone, or any Parks or Open Space Zone; and
- c) An Adult Entertainment Establishment shall not be permitted on any lot

which has a lot line which is located within 400 metres of any other lot occupied by an existing Adult Entertainment Establishment use.

13. That Section 4.3.3c) to By-law 10-2022, as amended, is hereby amended by deleting the words "a second suite, or a garden suite" and replacing them with "an additional residential unit".
14. That Section 4.4, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:

4.4 Cannabis Production Facility

A cannabis production facility shall comply with the following provisions:

- a) A cannabis production facility shall be prohibited on a lot containing a dwelling unit.
 - b) No building or structure or portion of land thereof used for cannabis production facility purposes may be located closer to any Residential or Institutional Zone or Park Zone than 150 metres.
 - c) Where a cannabis production facility is located on a lot, no other use shall be permitted on the lot or within the building as a whole.
 - d) A building or structure used for security purposes for a cannabis production facility may be located in the front yard and does not have to comply with the required minimum front yard setback.
 - e) Loading spaces for a cannabis production facility must be in a wholly enclosed building.
 - f) All uses associated with the cannabis production facility must take place entirely within a building.
15. That Section 4.7 be amended by deleting "Daylight Triangles and Visibility Triangles" and replacing it with "Minimum Visibility Triangle Requirements".
 16. That Section 4.7.1 Minimum Daylight Triangle Requirement be deleted in its entirety and that subsequent sections be renumbered accordingly.
 17. That Section 4.10 to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and that subsequent sections be renumbered accordingly.
 18. That Section 4.11 to By-law 10-2022, as amended, is hereby amended by deleting item d) "The maximum number of occupants in a group home shall be 10 persons exclusive of staff" in its entirety.
 19. That Section 4.13, to By-law 10-2022, as amended, is hereby amended with respect to item a) by adding the words "or in a building or structure, accessory thereto" following the words "townhouse dwelling", with respect to items e) and i) by deleted in their entirety, re-alphabetizing remaining sections, and with the addition of the following:
 - h) the external character of the dwelling as a residence shall not change or create a nuisance, particularly in regards to noise, odour, dust and refuse.

20. That Subsection 4.20.1c)iii), to By-law 10-2022, as amended, is hereby amended by including the word "covered" before the words "porches" and "decks" and by deleting the words ", and shall not be located closer than 1.5 m to any lot line".
21. That Subsection 4.20.1c), to By-law 10-2022, as amended, is hereby amended by deleting items v) and vi) and replacing them with the following:
- v) uncovered structures including decks, patios or terraces, where such structures project not more than 2.5 m into a required rear yard, provided such structure is not closer than 1.0 m to any lot line.
22. That Subsection 4.20.1h), to By-law 10-2022, as amended, is hereby amended with the addition of the following clause after the words "exterior side lot line;":
- "Notwithstanding the foregoing, balconies shall have no setback requirement from a front lot line or exterior lot line in the Central Commercial (C3) Zone."
23. That Section 4.21a), to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety and replacing it with the following:
- a) Where a lot occupied by a non-residential use other than a park abuts a lot in a residential zone, or where a lot in the Residential Fourth Density (R4) or Residential Fifth Density (R5) Zone abuts a lot in another residential zone, then that part of the said lot abutting such residential lot shall be used for no purpose other than a planting strip having a minimum width of 1.5 m, measured perpendicularly to the said lot line.
24. That Section 4.24, to By-law 10-2022, as amended, is hereby amended by deleting it in its entirety, including its related subsections, and replacing it with the following:

4.24 Additional Residential Units

The following requirements contained in Table 4.24 shall apply to permit the construction of an *additional residential unit* (ARU) accessory to a *single detached dwelling, semi-detached dwelling, duplex dwelling, townhouse dwelling* or *street townhouse dwelling* where such dwelling types are permitted by this By-law:

Table 4.24: ARU Regulations

Criteria	Requirements
Maximum number of ARUs per lot	<p>A maximum of two (2) ARUs may be permitted per lot where the primary dwelling is legally permitted on the subject lot and within the primary dwelling provided an ARU is not provided on the same lot in a detached accessory building.</p> <p>A maximum of one (1) ARU may be permitted in a detached building accessory to the primary dwelling provided there is no more than one (1) ARU contained within the primary dwelling.</p>
ARU located in a building accessory to the primary dwelling	<p>Notwithstanding Section 4.1, an ARU located within a building accessory to the primary dwelling shall be subject to the following requirement:</p> <ul style="list-style-type: none"> a) a minimum side yard width and rear yard depth of 1 m; b) not permitted in a front yard or exterior side yard; c) maximum height of 6 m.
Parking	<p>In addition to the parking required for the primary dwelling, one (1) parking space shall be required for each ARU, which may be in the form of tandem parking.</p> <p>A minimum of 40 percent of the front yard shall be provided and maintained as landscaped open space and such open space shall not be utilized for parking space and/or driveway purposes.</p>
Servicing	<p>An ARU shall be serviced by a public water supply system and public sanitary sewer system where adequate capacity has been confirmed by the City.</p>
Access	<p>An ARU shall be independently accessible from a common hallway or stairway within the primary dwelling or from a separate doorway outside the primary dwelling.</p> <p>For an ARU located within a building accessory to the primary dwelling where only one doorway is provided, it shall not be provided from the inside of a garage unless the garage has a separate doorway that provides direct outdoor access.</p> <p>Where the only entrance to an ARU is provided from a <i>rear yard, interior yard or exterior side yard</i>, the entrance shall be accessible by a continuous, unobstructed <i>walkway</i> of at least 1 m in width between the main wall of the primary dwelling and the <i>side lot line</i> and a municipal number posted in accordance with City by-laws.</p>

Criteria	Requirements
Restrictions	<p>An ARU shall not be permitted on a lot which contains a <i>boarding house, group home, bed and breakfast establishment, short term rental accommodation or home occupation.</i></p> <p>An ARU or part thereof shall not be permitted within <i>hazard lands.</i></p>

25. That Section 4.27, to By-law 10-2022, as amended, is hereby amended by including the following provision:
 - d) Notwithstanding item a), shipping containers may be used as an accessory building or structure where permitted provided the exterior of the shipping container is clad with building material with the effect of not having the appearance of a shipping container.
26. That Section 5.1, Table 5.1, to By-law 10-2022, as amended, is hereby amended by adding "additional residential unit" under the "dwelling" heading and "1.0 per dwelling unit" being the minimum number of parking spaces.
27. That Section 5.1, Table 5.1, to By-law 10-2022, as amended, is hereby amended by deleting "second suite" and "Refer to Section 4.24", and by deleting "garden suite" and "Refer to Section 4.10".
28. That Section 5.3.1, to By-law 10-2022, as amended, is hereby amended by deleting item b) in its entirety and replacing it with the following:
 - b) For all Residential Zones, the maximum width of a *driveway* shall be the lesser of 8.0 m or 50% of the frontage of the lot, measured along the street line. Within any required yard, no driveway providing access to a parking area shall exceed the width of the parking area.
 - c) For all Industrial Zones, the maximum width of a driveway shall be 10.0 m, measured along the street line; and
 - d) For all other Zones, the maximum width of a driveway shall be 9.0 m, measured along the street line.
29. That Section 5.3.7.2, to By-law 10-2022, as amended, is hereby amended by deleting item f) in its entirety.
30. That Section 5.4.1, to By-law 10-2022, as amended, with respect to Table 5.4.1, is hereby amended by deleting "12" and replacing it with "25" and deleting "13" and replacing it with "26".
31. That Section 5.6b), to By-law 10-2022, as amended, is hereby amended by deleting the words "for non-residential uses".
32. That Section 6.2, Table 6.2, to By-law 10-2022, as amended, is hereby amended by deleting the entire row with respect to "converted dwelling".
33. That Section 6.3, to By-law 10-2022, as amended, is amended by deleting subsection 6.3.2.2 in its entirety.
34. That Section 6.4.2, Table 6.4.2, to By-law 10-2022, as amended, is hereby amended by deleting the entire rows with respect to "Converted dwelling".

35. That Section 6.4.3, Table 6.4.3, to By-law 10-2022, as amended, is hereby amended by deleting the entire rows with respect to "2 unit Converted dwelling", by deleting all references to "3 unit converted dwelling", and by deleting all references to "4 unit converted dwelling".
36. That Section 6.4.4 to By-law 10-2022, as amended, is hereby amended by adding the words ", which applies to the entire block of land" with respect to item 3) under "Additional Regulations for Table 6.4.4".
37. That Section 7.2, Table 7.2, to By-law 10-2022, as amended, is hereby amended by deleting a "gas bar" as a permitted use under the C1 Zone, adding an "art gallery" and "institutional use" as additional permitted uses under the C3 Zone.
38. That Sections 7.3.1.2 and 7.3.2.1, to By-law 10-2022, as amended, are hereby amended by including the words "and/or below" after the word "above".
39. That Section 7.3.2, to By-law 10-2022, as amended, is hereby amended with the addition of the following:

7.3.2.2 Gas Bars

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- a) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
 - b) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
 - c) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
 - d) no part of any canopy shall be located in a required *visibility triangle*.
40. That Section 7.3.3.2, to By-law 10-2022, as amended, is hereby amended by adding the words "and/or below" after the words "located above".
 41. That Section 7.3.4, to By-law 10-2022, as amended, is hereby amended with the addition of the following:

7.3.4.1 Gas Bars

A *gas bar* shall only be permitted in the C4 *Zone* as an *accessory use* to a *shopping centre*.

A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:

- e) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
- f) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;

- g) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
 - h) no part of any canopy shall be located in a required *visibility triangle*.
42. That Section 7.3.5, to By-law 10-2022, as amended, is hereby amended with the addition of the following:
- 7.3.5.1 Gas Bars
- A pump island, kiosk, and/or canopy *accessory* to a *gas bar* shall be permitted in any part of a required *front yard* or *side yard* provided:
- i) the minimum distance between any portion of a gasoline pump island or any kiosk and a *lot line* or *widened street* line shall be 5.0 m;
 - j) the minimum distance between any column supporting a canopy and a *lot line* or *widened street* line shall be 3.0 m;
 - k) in the case of a *corner lot*, no portion of any gasoline pump island or kiosk shall be located closer than 3.0 m to a *visibility triangle*; and
 - l) no part of any canopy shall be located in a required *visibility triangle*.
43. That Section 9.2, Table 9.2, to By-law 10-2022, as amended, is hereby amended by deleting "adult entertainment establishment" with the effect of not permitting this use under the I2 Zone, adding a "self-storage establishment" as an additional permitted use under the I1 and I2 Zones, by adding a "contractor's yard or shop" as an additional permitted use to the I4 Zone, by adding an "industrial mall" as an additional permitted use to the I1, I2 and I4 Zones, by deleting the words "of a consulting engineer or surveyor" with respect to a business office or professional office, and by deleting "E" (meaning existing) for a dwelling unit as an accessory use.
44. That Sections 9.3.1.2 and 9.3.2.2, to By-law 10-2022, as amended, are hereby amended by deleting "d) not located in an exterior side yard where it abuts an arterial road" and that subsequent sections be re-alphabetized accordingly.
45. That Sections 9.3.1.4, 9.3.2.6 and 9.3.4.2 to By-law 10-2022, as amended, are hereby amended by deleting the words "of a consulting engineer or surveyor".
46. That Section 10.2, to By-law 10-2022, as amended, is hereby amended with respect to Table 10.2 by adding a "day care centre" as an additional permitted main use under the IN1 and IN2 Zones.
47. That Section 11.3.1, to By-law 10-2022, as amended, is hereby amended by deleting the word "means".
48. That Section 13.2, Table 13.2, to By-law 10-2022, as amended, is hereby amended by deleting "non-farm residential use" and replacing it with "single detached dwelling".
49. That Section 13.3.1.3, to By-law 10-2022, as amended, is hereby amended by deleting "Agriculture-Related Uses" and "dwelling unit" and replacing them with "Single Detached Dwellings" and "single detached dwelling".

50. That Section 15.4.27c), to By-law 10-2022, as amended is hereby amended by including the words "in that the said garage shall be" before the word "measured" located after Table 8-3 under item 8.
51. THAT Schedule "A", Map 2, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the lands from the Parks-Flood Plain (P-FP) Zone to the Open Space (OS) Zone, those lands outlined in heavy solid lines and described as 'OS' on Schedule "A" attached hereto and forming part of this By-law, and legally described as Part of Lots 3 and 4, Concession 2 (geographic Township of Ellice), being Part of Part 2 and Part 25 on Plan 44R-5900, City of Stratford, in the County of Perth.
52. THAT Schedule "A", Map 4, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the lands from the site-specific Residential Fifth Density (R5(1)-18)) Zone to the Residential First Density (R1(3)) Zone, those lands outlined in heavy solid lines and described as 'R1(3)' on Schedule "B" attached hereto and forming part of this By-law, and legally described as Part of Lot 4, Concession 2 (geographic Township of Downie), City of Stratford, in the County of Perth and known municipally as 444 Lorne Avenue West.
53. This By-law shall come into effect upon Final Passage in accordance with the Planning Act.

READ a FIRST, SECOND and THIRD time and

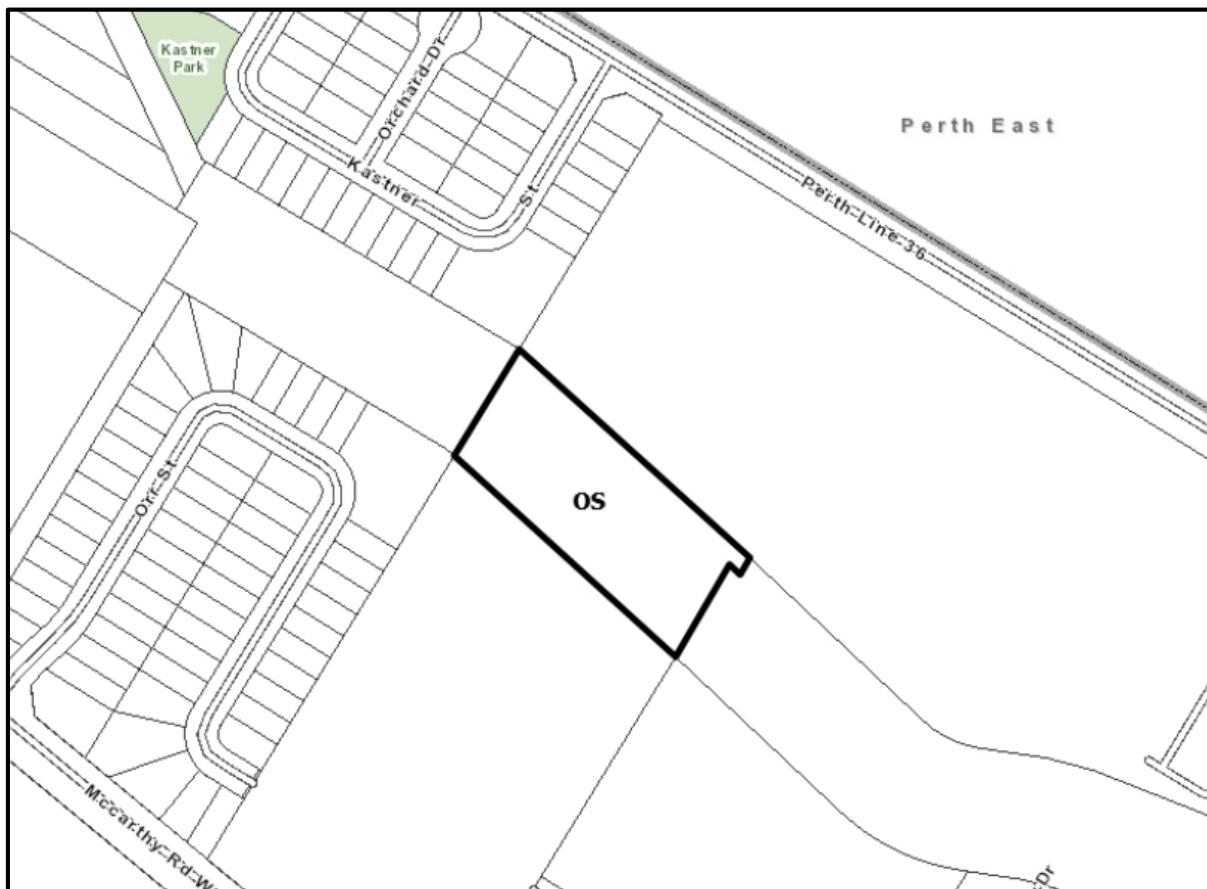
FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

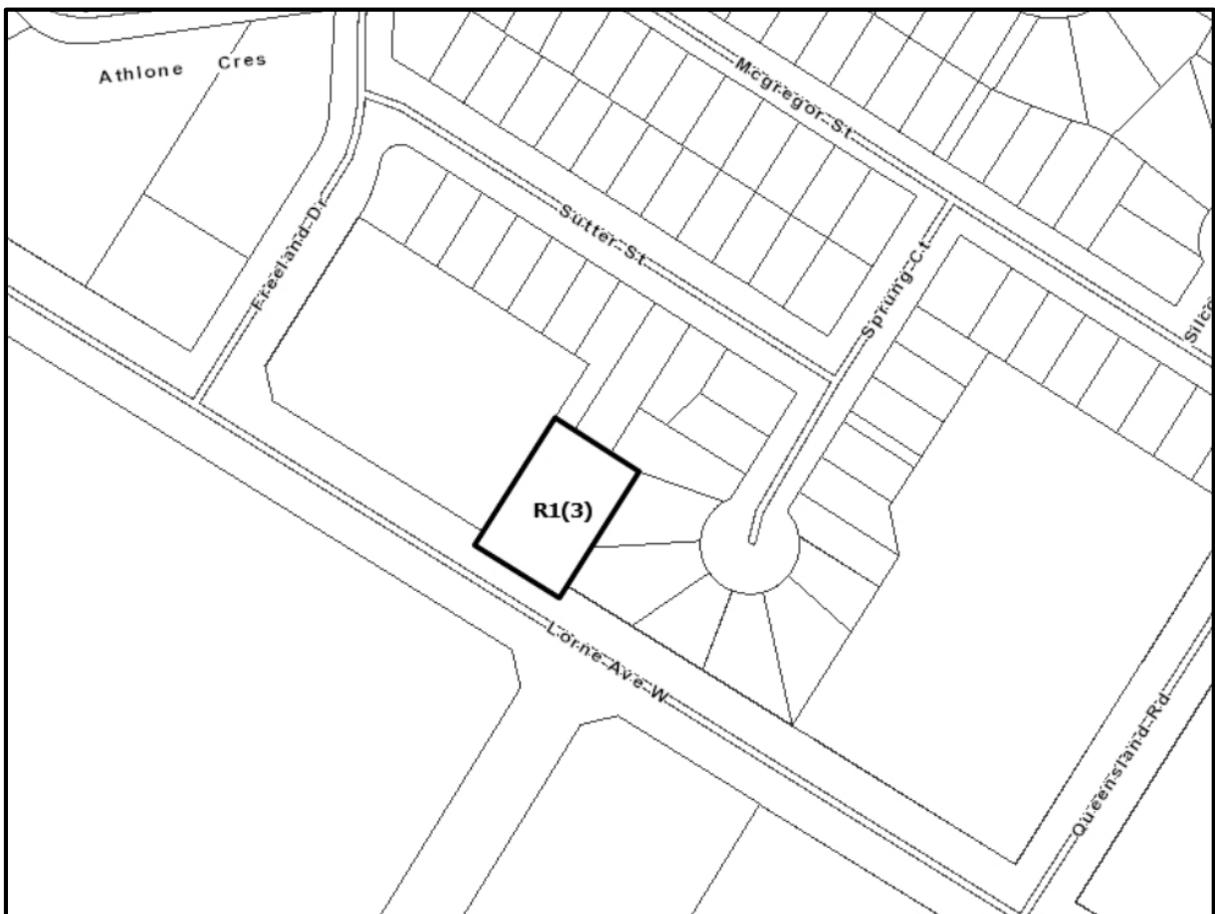
**This is Schedule "A" to By-law Number XXX-2026
Adopted this 23rd day of March, 2026**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford



**This is Schedule "B" to By-law Number XXX-2026
Adopted this 23rd day of March, 2026**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford





**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to adopt Official Plan Amendment No. 36 to redesignate the lands municipally known as 3980 Road 111 in the City of Stratford to "Medium Density Residential" designation.

WHEREAS Sections 17 and 21 of the Planning Act, R.S.O. 1990, c.P.13, as amended, provide that the Council of a municipality may, by by-law, adopt amendments to its Official Plan;

AND WHEREAS the Council has provided adequate information to the public and held at least one public meeting in accordance with the Planning Act;

AND WHEREAS the public interest was considered by Council to the need to adopt an amendment to the Official Plan of the City of Stratford for the subject lands;

AND WHEREAS the Council has determined that the request for an amendment is consistent with the Provincial Planning Statement, conforms with the goals and objectives of the Official Plan, will facilitate development that is appropriate for the lands, is compatible with surrounding lands and is considered to be sound land use planning and will encourage efficient use of land and infrastructure;

NOW THEREFORE the Council of The Corporation of the City of Stratford in accordance with the Planning Act, R.S.O. 1990, c.P13 as amended, hereby enacts as follows:

1. That Amendment No. 36 to the Official Plan of the City of Stratford, consisting of the attached text and schedules, is hereby adopted.
2. The Clerk is hereby authorized and directed to proceed with the giving of written notice of Council's decision in accordance with the provisions of the Planning Act.
3. This By-law shall come into effect upon Final Passage and in accordance with the Planning Act.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



City of Stratford

Official Plan Amendment No. 36

Adopted: March 23, 2026

AMENDMENT NO. 36 TO THE OFFICIAL PLAN
OF THE CITY OF STRATFORD

Section 1 – Title and Components

This amendment shall be referred to as Amendment No. 36 to the Official Plan of the City of Stratford. Sections 1 to 4 of this Amendment constitute background information and are not part of the formal Amendment. Section 5 constitutes the formally adopted Amendment to the Official Plan.

Section 2 – Location

The subject lands are presently known as 3980 Road 111 in the City of Stratford. Legally, these lands are referred to as Part Lot 41, Concession 1, in the former Township of South Easthope, County of Perth. The location of the subject lands is shown in Schedule B to this Amendment.

Section 3 – Purpose of the Amendment

The purpose of this amendment is to redesignate the subject lands to “Medium Density Residential” designation applicable to the subject lands.

Section 4 – Basis of Amendment

Amendment No. 36 to the Official Plan of the City of Stratford will facilitate the redesignation of the subject lands to “Medium Density Residential” from the current “Urban Fringe Area” designation within the Perth County Official Plan. The subject lands were annexed by the City of Stratford in 2016 and are now proposed for ‘Medium Density Residential’ development comprised of 68 Street fronting townhouses by way of plan of subdivision. This Amendment would facilitate the redevelopment of the subject lands and would aid in the provision of housing options within the City.

The Official Plan Amendment is consistent with the Provincial Planning Statement, 2024. The Official Plan Amendment maintains the general intent of the City of Stratford’s Official Plan.

Section 5 – The Amendment

The Official Plan of the City of Stratford is amended as follows:

- a) Schedule “A” of the Official Plan of the City of Stratford is amended by redesignating the Subject Lands to ‘Medium Density Residential Special’, municipally known as 3980 Road 111, as identified on Schedule “B” to this Official Plan Amendment No. 36; and
- b) By adding the following Section to the Official Plan of the City of Stratford:

“Section 4.5.4.11 3980 Road 111

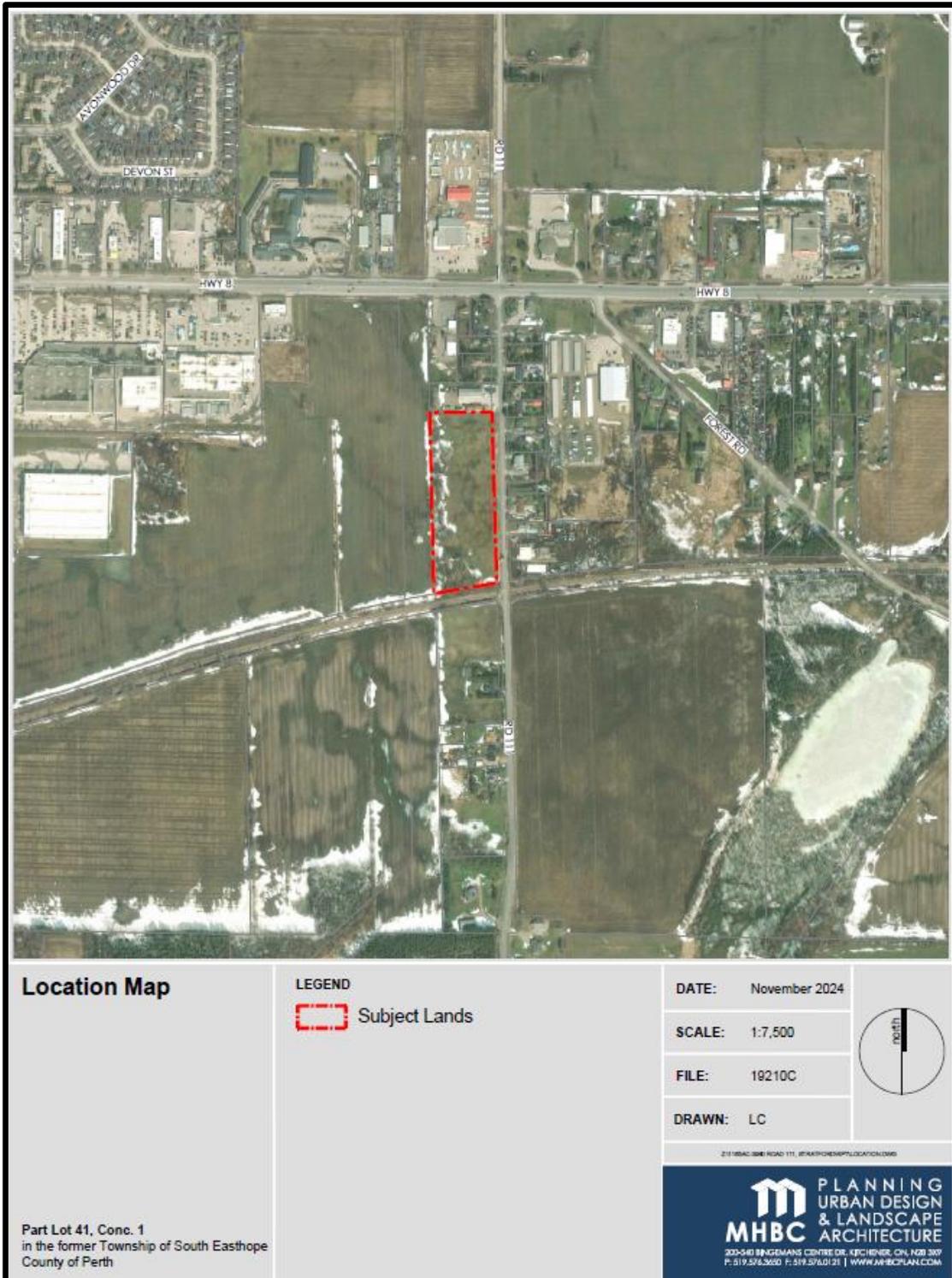
On lands identified on the attached ‘Schedule A’ the following uses shall be permitted within the Medium Density Residential designation:

- i) medium density residential including street townhouse dwellings, low rise apartments and stacked townhouses, but shall generally not include single detached, semi-detached or duplex dwellings up to a maximum density of 65 units per net hectare in accordance with Section 4.5.3.3.

Schedule "A"

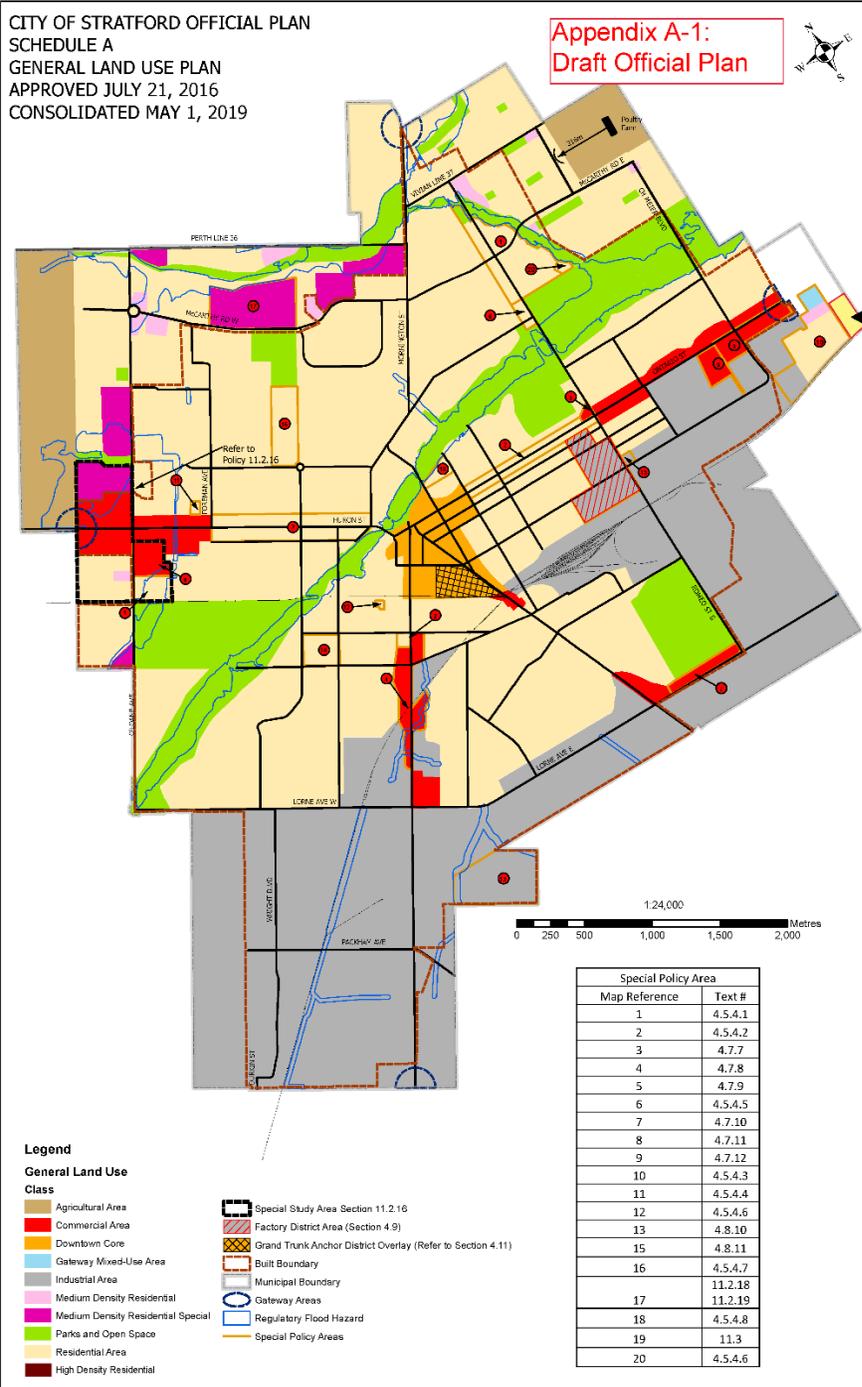
To Official Plan Amendment No. 36

Location Map



Schedule "B"

To Official Plan Amendment No. 36





**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 10-2022 as amended, with respect to Zoning By-law Amendment application Z07-22 by Paradize Properties Development Ltd. to amend the zoning at 3980 Road 111 within Draft Plan of Subdivision 31T22-001 to be 'Medium Density Residential' (R4) as described herein.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to pass this by-law;

AND WHEREAS the said Council has provided adequate information to the public and has held at least one public meeting in accordance with the Planning Act;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it in the public interest that By-law 10-2022, as amended, known as the Zoning By-law, be further amended;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Schedule "A", Map 2, to Zoning By-law 10-2022 as amended, is hereby amended by rezoning those lands at 3980 Road 111 in the City of Stratford per the key map in Schedule "B" hereto, from 'Urban Reserve' (UR-4) to 'Medium Density Residential' (R4).
2. This by-law shall come into effect upon Final Passage in accordance with the Planning Act.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2024.

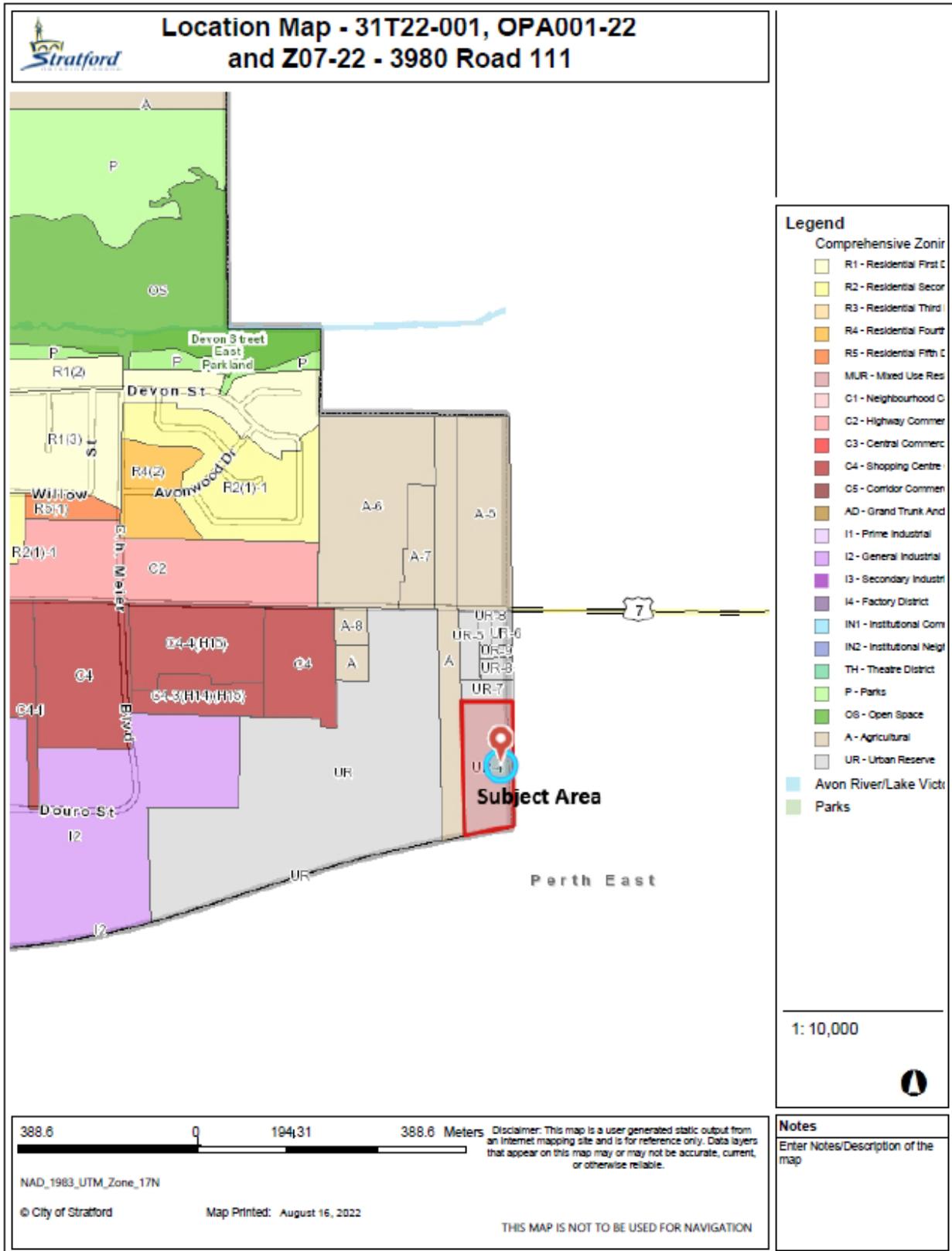
Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**This is Schedule "A" to By-law XXX-2026
Adopted this 23rd day of March, 2026**

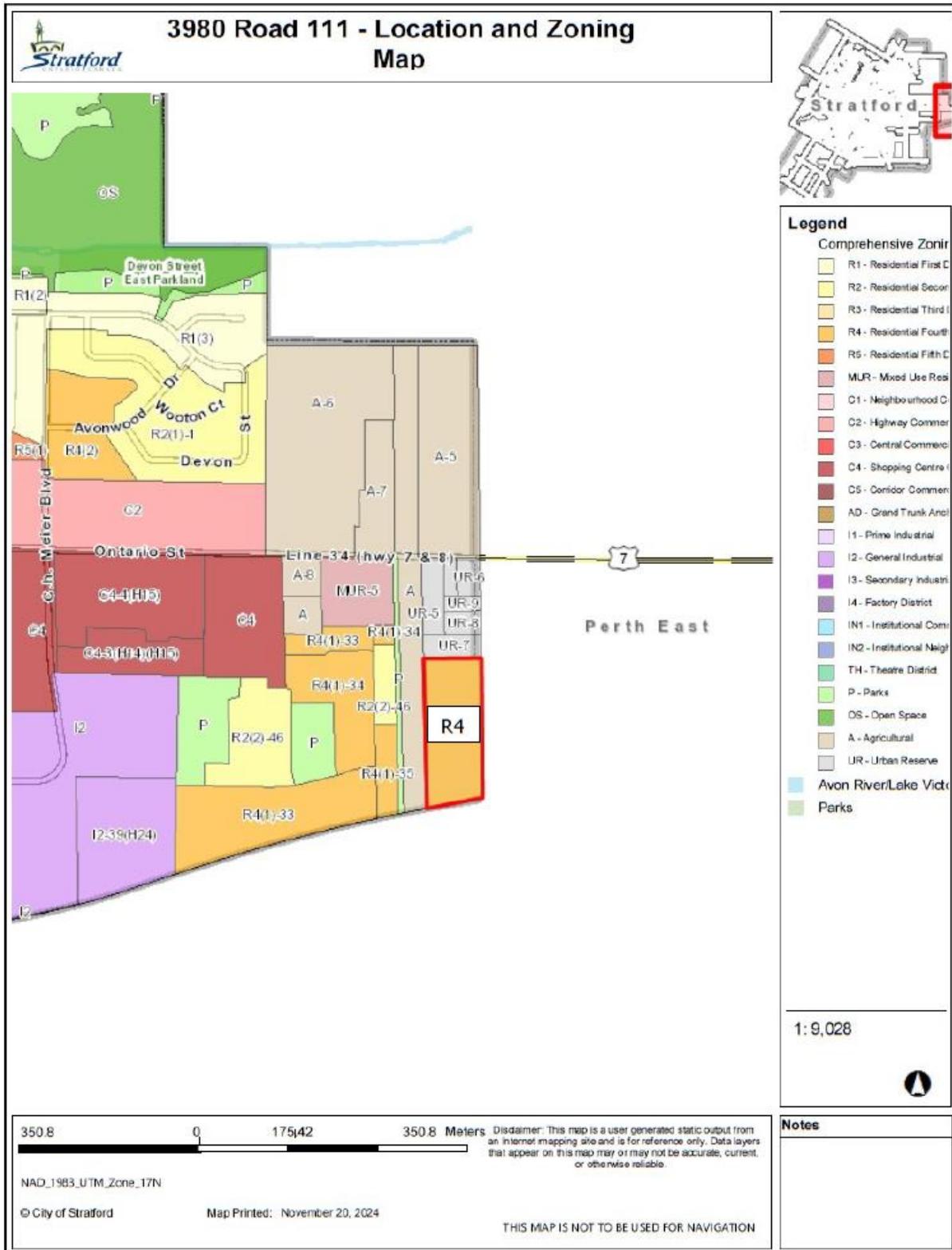
Amending By-law 10-2022
Of
The Corporation of the City of Stratford

3980 Road 111



**This is Schedule "B" to By-law XXX-2026
Adopted this 23rd day of March, 2026**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford





STRATFORD CITY COUNCIL
CONSENT AGENDA

March 23, 2026

REFERENCE NO.	CONSENT AGENDA ITEM
CA-2026-027	<p>In accordance with By-law 135-2017 as amended, the Community Services and Infrastructure Services Departments are providing notification that:</p> <ul style="list-style-type: none"> • Temporary angle parking will be permitted on the north side of McCarthy Road West, from the Fire Hall to the westernmost driveway entrance of the Rotary Complex, for the Canadian Dairy XPO (CDX) event taking place on April 1 and 2, 2026. All costs and requirements associated with event parking, including obtaining any necessary permits, will be the responsibility of the Canadian Dairy XPO.
CA-2026-028	<p>In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that:</p> <ul style="list-style-type: none"> • Water Street will be closed from Veterans Drive to Nile Street and Waterloo Street South will be closed from Cobourg Street to Lakeside/Veterans Drive. This closure will be in effect beginning at approximately 9:30 a.m. on March 4, 2026, and will remain in place for several hours while the watermain is excavated and repaired. • Nile Street, from Douro Street to Grange Street, Stratford, will be closed, local traffic only, on March 10, 2026, beginning at approximately 9:30 a.m. to allow re-tapping of a water service.
CA-2026-029	<p>Notification that the Community Services Department, Parks and Forestry Division intends to issue a Request for Proposal in accordance with the City's Purchasing Policy for:</p> <ul style="list-style-type: none"> • Willow Park Playground Replacement

- Devon Park Playground Replacement

CA-2029-030 Call for Nominations for the 2026-2028 Ontario Small Urban Municipalities (OSUM) Executive Committee

Attachment – OSUM Call for Nominations dated March 9, 2026 and OSUM Nomination form.

Members of Council interested in being nominated for the 2026-2028 Committee must complete a nomination form which is to contain a resolution of support from Council of the member's nomination.

Endorsement of the following resolutions have been requested:

CA-2026-031 Resolution from The Township of McNab/Braeside regarding Ontario Heritage Organization Development Grant Advocacy.

Attachment – Resolution from The Township of McNab/Braeside dated February 17, 2026.

CA-2026-032 Request from the Avon Maitland District School Board regarding a Request for Provincial Consultation and Transparency Regarding Potential Changes to English Public School Board Governance

Attachment – Correspondence from the Avon Maitland District School Board dated March 2, 2026.

CA-2026-033 Resolution from The Regional Municipality of York regarding Circular Materials Ontario.

Attachment – Resolution from The Regional Municipality York dated March 6, 2026.

March 9, 2026

Dear Head of Council, Members of Council, and Municipal Staff,

RE: 2026 Ontario Small Urban Municipalities (OSUM) Conference, Trade Show and Executive Committee Nominations

The 70th Ontario Small Urban Municipalities (OSUM) Annual Conference and Trade Show will be held in the Town of Parry Sound, Ontario, from April 29, 2026 to May 1, 2026. We look forward to welcoming members for an opportunity to connect, share ideas, and engage on issues important to small urban municipalities across Ontario.

OSUM is the small urban voice of the province. It is an integral part of the Association of Municipalities of Ontario (AMO) and includes a number of Board Members who serve on the AMO Board of Directors. OSUM provides an important forum for elected and appointed municipal officials to exchange information and examine pressing and emerging issues facing small urban communities. OSUM is the vehicle by which matters of common interest can be addressed through collective action to improve local government service across Ontario.

Nominations for the OSUM Executive Committee are now open. Please find the enclosed nomination form, which must be submitted to the undersigned no later than 4:00 p.m. on April 10, 2026.

Registration and accommodation information for the 2026 OSUM Conference in Parry Sound will be available here: www.osum.ca.

Yours truly,



Larry J. McCabe
Administrative Officer
Ontario Small Urban Municipalities
153 Bethune Crescent
Goderich, ON N7A 4M2
larryjmccabe@gmail.com
Cell: (519) 525-8122



Section Association of Municipalities of Ontario

2026 NOMINATION FORM

Nomination for OSUM Executive Committee

(Term 2026-2028)

Name of Nominee:

Representing Municipality of:

Is the municipality a current member of the Association of Municipalities of Ontario?

YES

NO

(please circle one)

TITLE:

ADDRESS:

PHONE:

EMAIL:

Background Information (municipal service, areas of municipal interest, etc.)

Nominees should be aware that OSUM is not responsible for the cost of expenses associated with OSUM activities. Those interested should have a Municipal Council motion supporting their nomination. The OSUM Executive Committee requires nominees to have the support of their Council in registering as OSUM Caucus supporters at the AMO Conference and have representatives attend the Annual OSUM Conference. For further information refer to the OSUM website at www.osum.ca or contact the Administrative Officer noted below.

X

Signature of Nominee

X

Signature of Nominator

X

Date

X

Signature of Seconder

*Please return the completed form to **Larry J. McCabe, Administrative Officer, OSUM,**
153 Bethune Crescent, Goderich, ON N7A 4M2, by no later than 4:00 p.m. on April 10, 2026, or email it to
larryjmccabe@gmail.com.*



Regular Council Meeting Resolution Form

Date: February 17, 2026 No: RESOLUTION - 56-2026
 Moved by Councillor Kevin Rosien Disposition: CARRIED
 Seconded by Deputy Mayor Scott Brum Item No: 14.2

Description: Ontario Heritage Organization Development Grant Advocacy

RESOLUTION:

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of \$1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

MAYOR

Recorded Vote Requested by:	_____	
	Yea	Nay
Mayor Lori Hoddinott	_____	_____
Deputy Mayor Scott Brum	_____	_____
Councillor Kevin Rosien	_____	_____
Councillor Robert Campbell	_____	_____
Councillor Jill Campbell	_____	_____

Declaration of Pecuniary Interest: _____
 Disclosed his/her/their interest(s), vacated he/her/their seat(s),
 abstained from discussion and did not vote

Motion: Support for Modernizing the Heritage Organization Development Grant (HODG)

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of \$1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

March 2, 2026

The Honourable Doug Ford
Premier's Office
Room 281, Main Legislative Building
Queen's Park
Toronto, ON M7A 1A5

And

The Honourable Paul Calandra
Minister of Education, Ministry of Education
315 Front Street West, 14th Floor
Toronto, ON M7A 0B8

Re: Request for Provincial Consultation and Transparency Regarding Potential Changes to English Public School Board Governance

Dear Premier Doug Ford and Minister Paul Calandra,

On behalf of the Trustees of the Avon Maitland District School Board, I am writing to respectfully request that the Government of Ontario undertake a comprehensive, province-wide consultation process before moving forward with any changes to the governance structure of English public school boards.

Recent public statements indicating that the Ministry is considering eliminating the role of democratically elected English public school trustees have generated significant concern among school boards, families, and communities across the province. Trustees serve as an essential democratic link between local communities and the public education system. Any proposal to fundamentally alter or remove this role would represent a major shift in the governance of education in Ontario and warrants careful study, thoughtful analysis, and open dialogue.

Given the magnitude of this potential change, we respectfully ask the government to clearly demonstrate how it has arrived at its current thinking. Specifically, we request that the Ministry make public the research, evidence, data analysis, policy reviews, stakeholder input, and performance evaluations that have informed its consideration of altering or eliminating the role of elected trustees. Transparency regarding the rationale, objectives, and anticipated outcomes of this proposal is essential to maintaining public trust and ensuring informed dialogue.

The Trustees of the Avon Maitland District School Board believe that decisions of this significance must be supported by transparent research and meaningful engagement with stakeholders. We respectfully request that the government initiate a formal consultation process that includes school boards, parents, educators, students, First Nations representatives, and the broader public. Such a process would help ensure that any future governance model is grounded in evidence and reflects the needs and priorities of Ontario's diverse communities.

As a board serving a large and predominantly rural geographic area, we also wish to emphasize the critical importance of the democratically elected trustee role in ensuring that rural perspectives are represented in education decision-making. Trustees provide an essential local voice for communities whose priorities and challenges may differ significantly from those experienced in larger urban centres. Issues such as student transportation, long travel distances, rural school viability, access to programming, and community connectivity are often best understood by locally elected representatives who live and work in those communities. Preserving avenues for rural representation helps ensure that provincial education policies reflect the realities of students and families across all regions of Ontario.

We are also concerned that removing English public school trustees could have unintended consequences for representation and accountability within the system. In many boards, legislated First Nations representation and student trustees play an important role in ensuring diverse voices are heard in decision-making. The loss of elected trustees could impact these mechanisms that currently provide important perspectives at the governance table.

We are aware that the Waterloo District School Board has written to the Ombudsman's Office to request an investigation into the fairness, transparency, and accountability of the process used to implement changes to the school board governance model, and we are in full support of this request.

The Trustees of the Avon Maitland District School Board remain committed to working collaboratively with the Ontario Ministry of Education and the Government of Ontario to support a strong, transparent, and responsive public education system. We believe that transparency, evidence-based decision-making, and meaningful consultation will best serve students, families, and communities across the province.

Thank you for your attention to this matter. We would welcome the opportunity to participate in any consultation process or discussion regarding the future governance of Ontario's public education system.

Sincerely,



Michael Bannerman
Chair, Board of Trustees
Avon Maitland District School Board

cc: AMDSB Trustees
MPP Lisa Thompson
MPP Matthew Rae
Local Municipalities
Local Media Outlets
Ontario Public School Boards' Association and Member Boards
AMDSB Parent Involvement Committee
AMDSB Special Education Advisory Committee
AMDSB Parent Councils Chairs

Resolution received from the Regional Municipality of York

Regarding Circular Materials Ontario

Dated: March 6, 2026

On February 26, 2026 Regional Council passed the following resolution:

Whereas the Province of Ontario has implemented the Blue Box Extended Producer Responsibility (EPR) framework, transferring responsibility for municipal recycling to producer responsibility organizations and their contractors, including Circular Materials Ontario;

And Whereas Circular Materials Ontario has engaged multiple private collection contractors to deliver recycling services to municipalities across Ontario, including those within the Regional Municipality of York;

And Whereas municipalities throughout Ontario are experiencing inconsistent recycling collection service levels under the new EPR model, including differences in collection frequency, missed collections, accepted materials, cart provision, contamination management, customer service response times, and contractor accountability;

And Whereas residents in some municipalities are receiving reduced or inferior recycling collection services compared to others, despite participating in the same provincial Blue Box program;

And Whereas these service level inequities have resulted in increased resident complaints, confusion, reduced participation in recycling programs, and declining public confidence in Ontario's recycling system;

And Whereas upper- and lower-tier municipalities, including York Region, no longer have direct operational control over Blue Box recycling collection, yet continue to experience the impacts of service disruptions and resident dissatisfaction;

And Whereas the intent of Extended Producer Responsibility was to improve environmental outcomes, efficiency, and accountability, not to create unequal treatment of Ontario residents based on municipal boundaries;

And Whereas access to reliable and effective recycling collection is an essential public service and should be fair, consistent, and equitable for all residents of Ontario, regardless of where they live;

Therefore Be It Resolved That the Council of The Regional Municipality of York calls upon the Province of Ontario to intervene to ensure that Circular Materials Ontario and its contractors provide fair, consistent, and equitable recycling collection service levels across all municipalities in Ontario;

And That the Province be requested to establish, enforce, and publicly report on consistent province-wide service standards for Blue Box recycling, including collection frequency, missed-collection recovery, accepted materials, cart provision, customer service response times, and contractor performance;

And That the Province require Circular Materials Ontario to promptly address collection service level inequities and performance gaps between municipalities, including those impacting York Region;

And That this resolution be circulated to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, all Ontario Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and Circular Materials Ontario and all Mayors of Ontario.



**BY-LAW NUMBER XXX-2026
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on March 23, 2026.

WHEREAS subsection 5(1) of the Municipal Act, 2001, S.O. 2001 c.25, as amended, ("the Municipal Act, 2001") provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS subsection 5(3) of the Municipal Act, 2001, provides that the powers of council are to be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Stratford at this meeting be confirmed and adopted by By-law;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the action of the Council at its meeting held on March 23, 2026, in respect of each report, motion, resolution, recommendation or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Council and the proper officers of the City are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required, and, except where otherwise provided, to execute all documents necessary in that behalf in accordance with the by-laws of the Council relating thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of March, 2026.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe