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**To:** Mayor and Council

**From:** Derek Abbotts, Director of Planning & Building

**Meeting Date:** February 9, 2026

**Subject:** Report # PB-002-2026 - New Comprehensive Zoning By-law - Consultation and Working Session Summary Report

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## Recommendation

Be It Resolved that Council of the Township of Clearview hereby receive report # PB-002-2026 (New Comprehensive Zoning By-law – Consultation and Working Session Summary Report) dated February 9, 2026; and,

- 1) That Council receive the report for information and consideration in the ongoing development of the Township of Clearview Comprehensive Zoning By-law; and,
- 2) That Council direct Staff to make the comments table available online for public review.

## Background

Township staff are in the process of completing a comprehensive review of the Township's Zoning By-law. The draft text and mapping can be found at [www.clearview.ca/ZBLReview](http://www.clearview.ca/ZBLReview).

On September 8<sup>th</sup>, 2025, Council directed staff to make the Draft Comprehensive Zoning By-law available to the public for review and commenting, to coordinate an Open House and Public Meeting for the public to review, ask questions, and make comments on the proposed Draft Zoning By-law.

On September 9<sup>th</sup>, 2025, notice was given to the public for the Open House and Public Meeting, and to provide information about the draft Zoning By-law.

On September 24<sup>th</sup>, staff held an Open House at the Township Office in Stayner, from 2:00 p.m. until 7:30 p.m. Eighty (80) members of the public attended and filled in the sign-in sheet at the Open House, and eighty-eight (88) formal comments have been received as of the publishing of this report on January 21<sup>st</sup>, 2026. A working session was held on October 29<sup>th</sup>, 2025 to gain feedback from Council and the public on key issues related to the proposed Zoning By-law. An additional twenty (20) comments were received at the working session. A summary of comments is attached to this report as Appendix A.

The primary area of concern in the Draft Zoning By-law has been the draft mapping and regulations for the Environmental Protection Zones. Through a review of the public and agency comments received, staff have determined that an Official Plan Amendment is necessary to reflect revised Greenlands/Natural Heritage Feature mapping in the Township’s Official Plan and to permit a more permissive land use framework in the Greenlands designations. An Official Plan Amendment that focuses on the Greenlands Mapping and associated land use policies is now proposed in coordination with the Zoning By-law Review.

### **Statutory Public Meeting Timeline**

The Statutory Public Meeting for the Official Plan Amendment and Zoning By-law Review is scheduled for March 25, 2026. Notice will be given as per the Planning Act on or before March 5, 2026. The Official Plan Amendment and updated Draft Zoning By-law will be posted on the Township’s website for public review with the Notice of Public Meeting.

### **Process Details**

The process for the review of the Comprehensive Zoning By-law is as follows:

<b>Date</b>	<b>Step</b>
November 12, 2024	Official Plan (2024) passed by Simcoe County Council
December 2, 2024	Zoning By-law Review Initiated
June 5, 2025	Draft Zoning By-law Received
September 24, 2025	Open House
October 29, 2025	Working Session
November 5, 2025	First Comment Period Closes
February 27, 2026	Official Plan Amendment and Updated Zoning By-law posted on project website for public review and comment
March 25, 2026	Public Meeting
March 30, 2026	Second Comment Period Closes

Date	Step
April 2026	Recommendation Report to Council
May 2026	Notice of Passing

**Concerns about Environmental Protection (EP) Zones**

Many concerns about the EP zones have been raised and the zoning by-law review process has been extended to include an Official Plan Amendment. The Official Plan Amendment will primarily amend the Township’s Greenlands policies and mapping to allow for identification and protection of natural heritage features through overlays to be applied in the zoning by-law outside of protected features consistent with the PPS. The Official Plan Amendment will allow the updated zoning by-law to better address the public and agency comments received as part of the Zoning By-law review process to date.

**Working Session Topics**

The Township requested input from the public and direction from Council on the following topics in the draft Zoning By-law at the October 29<sup>th</sup> Working Session:

- Additional Residential Units (ARUs)
- On-Farm Diversified Uses (OFDUs)
- Home Businesses
- Use of Shipping Containers
- Residential Lot Fabric
- Parking Requirements
- Archaic Plans
- Requirements for Cluster Development
- Private Servicing – Using Cisterns

This report provides a summary of comments received on each topic and provides a response to how comments are being addressed through the Updated Zoning By-law. Comments from the Working Session are included in the summary of comments document attached to this report as Appendix A.

**Additional Residential Units (ARUs)**

Recommended Zoning By-law Provisions:

- Limit ARUs to 1 per lot outside of settlement areas.
- Limit ARUs to 2 per lot within settlement areas.

- Limit ARUs to within the Farm Building Cluster on an Agricultural or Rural property.

Explanation:

The proposed Zoning By-law expands permission for detached ARUs to all residential zones, the agricultural zone, rural zone and the transition corridor commercial zone. Two ARUs are permitted in all areas with municipal services and the draft by-law removes the GFA limit for ARUs which existed in the 2006 by-law, although lot coverage requirements are maintained.

Comments:

Comments received to date have generally been supportive of the proposed additional residential unit policies. Questions were raised related to why only one ARU is permitted on rural and agricultural zoned lands.

Response to Comments:

No further amendments are recommended to the draft ARU provisions in the zoning bylaw. Section 2.4.2.8 of official plan restricts the maximum number of additional residential units on Agricultural and Rural properties to one. Agricultural and rural lots do not have access to municipal services and instead require private servicing, which constrains their development potential. In the future, the Township may consider amending the official plan to allow up to two ARUs in the agricultural and rural zones; however, such an amendment is outside of the scope of this zoning bylaw review process.

### **On-Farm Diversified Uses (OFDUs)**

Recommended Provisions:

- Limit OFDUs to 2% lot coverage.
- Permit many uses as-of-right, when accessory to Agricultural use.
- Permit many uses as-of-right as stand-alone uses in Rural zone.

Explanation:

The proposed Zoning By-law establishes provisions for OFDUs based on the Official Plan, which was previously absent from the current By-law. The Official Plan defines the uses which are permitted as-of-right, accessory to an agricultural use. It also defines the uses which are permitted as stand-alone OFDUs in the Rural zone. The proposed Zoning By-law implements these policies, and imposes some site and building regulations, including a 2% lot coverage limit for OFDUs.

#### Comments:

Comments received to date have largely related to simplifying the process to establish new OFDUs. A common concern is the cost and time that has historically been associated with establishing a new OFDU. Questions were also raised related to why site plan control is required.

#### Response to Comments:

The draft zoning by-law has been updated to include further direction for On-Farm Diversified Uses including a list of uses permitted as of right. The regulations for OFDUs are included in Section 6.7 of the Zoning By-law. Under the 2006 zoning by-law, a rezoning is required for agriculturally related industrial and commercial uses, which added time and cost to the process to establish an OFDU. The new by-law would allow many of these uses as OFDUs and Agriculture-Related Uses without requiring a zoning by-law amendment. The Township's site plan control by-law does require a site plan application for OFDUs. A review of the Site Plan Control By-law is outside the scope of the Zoning By-law Review process.

### **Home Businesses**

#### Recommended Provisions:

- Permit home businesses to be located in an accessory building.
- Limit the GFA of a home business to 25% of the dwelling unit and attached garage to a maximum of 40 m<sup>2</sup>, whichever is the greater.
- Limit the maximum number of patrons/clients/students to 3 at a given time.
- A Home Business must be entirely within an Existing Dwelling in the Agricultural Zone. A Home Business which does not take place entirely within an Existing Dwelling in the Agricultural Zone is classified as an On-farm Diversified Use.

#### Explanation:

The proposed Zoning By-law maintains many of the current requirements for Home Businesses (formerly called Home Occupations). It expands the permitted location to include accessory buildings, permits 1 commercial vehicle associated with the business use, and imposes limits for the number of clients/patrons/students (3 at any given time). In accordance with the Township's Official Plan, the zoning by-law classifies a Home Business which does not take place entirely within an Existing Dwelling in the Agricultural Zone as an On-farm Diversified Use.

#### Comments:

Comments received to date relate to ensuring that storage requirements are not overly prescriptive and that home businesses are viable on agriculturally zoned properties.

## Response to Comments:

The draft zoning by-law has been updated by removing the maximum gross floor area for storage associated with the home business. Instead, the storage area associated with the home business is calculated as part of the overall area for the use. In the Agricultural Zone, where a home business is conducted outside of the existing dwelling, it is permitted as on OFDU. Where a home business use is permitted as an OFDU, the provisions of Section 5.32.2 no longer apply, and the regulations of section 6.7 apply instead. By permitting a home business to operate as an OFDU, the zoning bylaw is permitting more flexibility in the scale of home business on an agricultural zoned lot than is otherwise permitted by the home business provisions found in section 5.32.2 of the zoning By-law.

## Use of Shipping Containers

### Recommended Provisions:

- Add a definition of Converted Shipping Container to the Zoning By-law
- Permit shipping containers in Outdoor Storage areas in Employment Zones
- Permit 4 shipping containers in Outdoor Storage areas in Agricultural and Agricultural Crossroads Zones
- Permit 2 shipping containers in Outdoor Storage areas in Rural and Rural Crossroads Zones.
- Permit converted shipping containers as an accessory building subject to the general provisions for accessory buildings and structures and site plan control.
- Temporary construction structures; construction trailers, shipping containers, tool sheds, scaffolds or other temporary structures incidental to and necessary for on-going construction work are permitted for as long as the related building permit is active or for a maximum of six (6) months.

### Explanation:

The 2025 draft Zoning By-law did not propose any changes to the Township's approach to the use of shipping containers (also known as sea containers or sea cans) from the 2006 zoning by-law. In the 2006 zoning by-law, shipping containers are prohibited for any use. Comments received from the public and council requested that the new zoning by-law include specific policies to allow shipping containers (also known as sea containers or sea cans) in specific circumstances. The updated draft of the zoning by-law has included provisions to allow shipping containers in industrial, rural and agricultural zones. New general provisions are also proposed to permit converted shipping containers as accessory buildings in all zones. Shipping containers are also permitted as a temporary use incidental to on-going construction work.

Moving containers continue to be permitted for temporary storage for the purpose of moving services, for a period not exceeding fourteen (14) days.

Comments:

Comments received to date requested that shipping containers be permitted in rural zones and that converted shipping containers be permitted as accessory structures.

Response to Comments:

A best practice review of shipping container policies was conducted and the draft zoning by-law has been updated accordingly. The 2006 zoning by-law prohibited shipping containers in all zones; however, they are still present in the Township. By including regulations (where are the regulations what section?) for the use of shipping containers in the zoning bylaw, the Township can ensure that shipping containers are screened and used appropriately.

### **Residential Lot Fabric**

Recommended Provisions:

- Permit a more urban type of lot area and frontages in the Urban Settlement Areas (Stayner and Creemore).
- Include separate low density residential zones for the partially serviced settlement areas (R1), and unserviced settlement areas (R4).

Explanation:

The R2 zone covers much of Stayner and Creemore. The proposed R2 zone reduces minimum requirements for lot area and frontage, and side yard setbacks. Additionally, this zone adds permitted residential forms to the lower-density zones, in particular in Stayner and Creemore. This change would support a more urban lot fabric in the two urban settlement areas. In many respects, the new R2 zone is very similar to the existing RS3 zone, and the RS4 zone for townhouse dwellings. These zones are also present in Stayner and Creemore to a more limited extent.

The draft zoning by-law includes five (5) residential zones with the Estate Residential zone (R5) being the lowest density zone in unserviced areas and the High Density Residential zone (R3) permitting the highest density built forms within fully serviced settlement areas. The High Density Residential zone (R3) permits uses from street-fronting town houses to apartment buildings.

Comments:

Comments received to date generally supported a more compact residential built form in settlement areas, but concern was raised over the new R1 zone, which includes more restrictive provisions than the former RS1 zone. Council raised concerns related to the

ability to accommodate parking on smaller residential lots and provisions to limit back-lotted residential development.

Response to Comments:

As a result of further review of the Township's residential zoned lands, an additional Hamlet Residential (R4) zone has been added to the zoning by-law, to ensure that the lands previously zoned R1 are not subject to more restrictive zoning provisions, than the 2006 zoning by-law's RS1 zone. Based on concern related to the smallest proposed single detached dwelling lots, the proposed R2 and R3 zones were combined into the R2 zone with a minimum lot frontage of 10 metres for single detached dwellings. The increased minimum lot frontage will help address concerns related to the provision of sufficient driveway area on single detached dwelling sites.

The draft zoning by-law includes provisions which require planting strips where a parking areas of four (4) or more parking spaces abuts a street. Additional design requirements for street fronting development are included in the Township's Official Plan and are to be reviewed against new development applications. Design principles are generally most appropriately addressed through Township Design Guidelines rather than the zoning by-law. Township wide design guidelines could be developed in the future subject to Council direction.

### **Parking Requirements**

Recommended Provision:

- Maintain parking minimums for residential uses.
- Amend parking minimums for commercial institutional and industrial uses by generally maintaining or reducing minimums.
- Use GFA for more calculations, instead of use-specific numbers like "number of classrooms".
- Required parking space dimensions are generally maintained.

Explanation:

The proposed Zoning By-law generally maintains minimum parking requirements for residential uses. Commercial, industrial and institutional requirements are somewhat reduced, and standardized to use GFA, rather than use-specific numbers like "number of classrooms".

The proposed Zoning By-law uses Gross Floor Area (GFA) for more of the calculations, whereas the current Zoning By-law often uses a combination of GFA and number of seats, staff, classrooms, or other use-specific numbers.

As an example, this is a parking calculation using the Nottawa Elementary School as an example:

Required Parking	Current Zoning By-law	Proposed Zoning By-law
Nottawa Elementary School (3,738 m <sup>2</sup> ) spaces provided 52	3 spaces plus 1.25 parking spaces per classroom for elementary schools  31 required spaces	1 space per 75 m <sup>2</sup> of GFA 50 required spaces

The proposed Zoning By-law introduces a new parking space size requirement for parking spaces based on angle of parking space from maneuvering aisle. The parking space size for parking spaces at an angle of 30 to 90 degrees is maintained from the original bylaw, but parallel spaces (0 degrees) are permitted a slightly reduced width. A comparison of the current and proposed Zoning By-law is included below.

Current Zoning By-law	Proposed Zoning By-law
Minimum Parking Space Size: <ul style="list-style-type: none"> <li>• Width: 3.00m</li> <li>• Length: 6.00m</li> </ul>	0 degrees (parallel): <ul style="list-style-type: none"> <li>• Minimum Width: 2.75m</li> <li>• Minimum Length: 6.00m</li> </ul> 30 degrees up to and including 90 degrees: <ul style="list-style-type: none"> <li>• Minimum width: 3.00m</li> <li>• Minimum Length: 6.00m</li> </ul>

**Comments:**

During the working session, there were limited comments related to the revised parking provisions. Council raised concerns related to the minimum number of parking spaces required for schools and whether providing parking based on GFA might inadvertently reduce the number of parking spaces required for schools. Council was also concerned that the minimum required parking pace size will not be able to accommodate larger personal vehicles, such as pick-up trucks.

**Response to Comments:**

As noted above, a review of the Nottawa Elementary School was conducted to determine if the total number of parking spaces would be reduced as a result of the updated parking requirements of the draft zoning bylaw. The total number of parking spaces provided on site was reviewed against the current and draft zoning by-law requirements. The review found that the draft zoning by-law requires more parking

spaces for the school than the current zoning by-law and is more closely aligned with the actual number of parking spaces provided on-site. Using gross floor area instead of number of classrooms was found to be a more accurate method of calculating the minimum number of parking spaces needed to support the elementary school use.

The draft zoning by-law maintains the minimum parking space size for a typical residential driveway, being three (3) metres by six (6) metres for a residential driveway accessed at a 90 degree angle from the street. A typical pick-up truck has a bed ranging from six (6) to eight (8) feet and a truck with an eight (8) foot bed has a length of 5.8 metres and a width of 2.4 metres with mirrors extended. Based on this assessment, the largest typical personal vehicles will fit in a standard parking space without issue, and larger minimum parking space requirements are not needed for residential driveways.

### **Archaic Plans**

Recommended Provisions:

- No change to lots in Archaic Plans of Subdivision.
- An Application to Establish a Buildable Lot may be applied for in some specific cases.

Explanation:

No change is proposed in the draft Zoning By-law for the Township's approach to lots in Archaic Plans of Subdivision (for example, the Schell Farm/Mighton Court, the former Town of Sudbury plan (Regent Street), Caddo Drive, etc.). These lots remain ineligible for development as per the definition of a "Lot of Record".

This definition, in addition to section 5.11.4 "Existing Lots with lesser Area or Frontage" prevents the issuance of any building permit for a lot within the Archaic Plans.

There is one exception to this provision. In a few Archaic Plans, if two adjacent lots are purchased and legally merged and consolidated, an Application to Establish a Buildable Lot may be applied for. This application must demonstrate that the lot meets the other minimum requirements for a vacant lot (minimum lot area, frontage along a public street which is maintained year-round, and meets the Minimum Distance Separation (MDS) calculations).

Comments:

During the working session, Council did not have any concern with maintaining a consistent approach to Archaic Plans as utilized in the existing zoning by-law.

Response to Comments:

No amendments were required to the Archaic Plans related provisions in the draft zoning by-law.

## **Requirements for Cluster Development**

### Recommended Provisions:

- A minimum of 5 m<sup>2</sup> of amenity area per dwelling unit.
- A minimum 1.5 m wide walkway from the street to each entrance of each dwelling unit.
- Any private streets also require setbacks, as required by the relevant zone.
- Where development proceeds as a plan of condominium, all zoning standards shall be confirmed against the residential zoned area, not each individual parcels of tied land (POTL).

### Explanation:

Cluster Development is a newer form of residential development, and the proposed Zoning By-law establishes policies for this form.

Cluster Development includes multiple single-detached dwellings, semi-detached dwellings, or townhouse (cluster) dwellings on a single lot. The proposed Zoning By-law establishes additional requirements for this form of development.

### Comments:

During the working session, Council did not have any concern with the proposed cluster provisions. One (1) question from the public was received about how the parcels of tied land (POTL) provision will be applied.

### Response to Comments:

The POTL provision was reviewed and was maintained in the draft zoning by-law. The POTL provision as drafted will ensure that zone requirements are measured on a site wide basis, regardless of the ownership structure of the condominium.

## **Private Servicing – Using Cisterns**

### Recommended Provisions:

- No change to where development on private services (e.g. well & septic) can occur.
- Both the existing and proposed Zoning By-law do not speak to whether cisterns may be used to supply lots with private water services.

### Explanation:

Delivery of private services is not a zoning issue. This was included in the Hot Topics, but staff have determined that methods of private servicing are best left to other regulatory mechanisms.

Generally speaking, the proposed Zoning By-law does not change where development on private services (e.g. well & septic) can occur.

Both the existing and proposed Zoning By-law do not speak to whether cisterns may be used to supply lots with private water services.

Comments:

During the working session, Council did not have any concern with maintaining a consistent approach to private servicing, including use of cisterns, as utilized in the existing zoning by-law.

Response to Comments:

No amendments were required to the servicing related provisions in the draft zoning by-law.

### **Public Comment Topics**

As of the publishing of this report on January 21<sup>st</sup>, 2026, eighty-eight (88) formal comments have been received from the public. A summary of comments is attached to this report as Appendix A. Public comments received to date have related to the following main topics:

- Affordable Housing and Intensification
- Commercial zoning for Day Cares and Temporary Uses
- Increased residential zone regulations (RS1 to R1)
- Environmental Protection Zones
- Accessory Buildings
- Waste Management Area Zoning
- Additional Residential Units
- Floodplain Overlay
- Zoning Schedule format
- On Farm Diversified Uses
- Future Development Zone
- Farm Worker Housing

### **Next Steps**

In accordance with the Planning Act, the following outlines the next steps in the process:

<b>Anticipated Date</b>	<b>Step</b>
March 5, 2026	Notice of Public Meeting

March 25, 2026	Public Meeting
April 2026	Recommendation Report and By-laws to Council
May 2026	Notice of Passing

**Financial Implications**

Extending the review and revising the draft Zoning By-law required additional budget allocation. These changes are reflected in the 2026 budget for the Planning & Building department.

**Clearview’s Strategic Plan**

The above initiative supports the following strategic pillars:

- Core Business
- Communication

**Communication**

The applications referenced herein were circulated in accordance with the Planning Act. The public meeting will be scheduled and notice will be given in accordance with the Planning Act. Members of the public are welcome to attend and make oral submissions at the public meeting or submit comments in writing prior to the public meeting. Comments received prior to the Public Meeting date will be included in the Public Meeting Council agenda package. In addition to the public notice, the Planning & Building Department also sent a request for comments to the Township’s other internal departments and external commenting agencies further detailing the nature of the Zoning By-law Review. All comments will be considered as part of the Staff Recommendation Report.

**Report Appendices**

Appendix A: Comment Summary (as of January 21, 2026)

**Approvals**

Submitted by: Derek Abbotts, RPP, MCIP, PLE, Director of Planning & Building

Reviewed by: Aleah Clarke, BES, MCIP, RPP, Associate, MHBC Planning

Dave Aston, MSC, MCIP, RPP, Partner, MHBC Planning

Rossalyn Workman, MURP, DIPL.MM, MCIP, RPP, Manager of  
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Financial Implications

Reviewed by:

Kelly McDonald, Treasurer

Approved by:

John Ferguson, CAO