Planning Services Memorandum

Date:	May 2, 2025
To:	Summer Valentine, Director, Growth and Development
Subject:	**Approval for Minor Adjustment to a Site Plan Agreement**
Project Name:	Georgian Bay Hotel Secondary Emergency Vehicle Access 10 Vacation Inn Drive 433104000221100 Town File No. D111123
From:	Lindsay Ayers, Manager, Planning

Purpose: The purpose of this memo is to provide an overview and analysis regarding a proposed Minor Adjustment to a Site Plan Agreement for the Georgian Bay Hotel lands, located at 10 Vacation Inn Drive. The applicant has submitted a Minor Adjustment to a Site Plan Agreement application to permit the construction of one (1) second emergency vehicle access off Highway 26 to facilitate a proposed 165-unit residential development (Wyldewood Creek) at 180 Vacation Inn Drive.

Property: The subject property is approximately 3.4 hectares (8.4 acres) in area with approximately 162 metres of frontage along Highway 26. The site currently contains the Georgian Bay Hotel, including recreational amenities and surface parking associated with the hotel.

Background: The original hotel was constructed in/around 1980 and pre-dates current planning application requirements. Planning Services has confirmed there is no Site Plan Control Agreement registered on title to the subject property. The Minor Adjustment to a Site Plan Agreement process is used by staff to permit minor site works identified in an updated site plan drawing through a staff delegated approval process.

Based on the number of dwelling units, the proposed Wyldewood Creek development (File No. D11119) at 180 Vacation Inn Drive has triggered the requirement for a second emergency vehicle access to the broader Georgian Bay Hotel lands. The second emergency vehicle access is proposed off Highway 26, along the eastern boundary of the subject property, and west of Trafalgar Road (a private road). This second access will be restricted to emergency vehicles only through the placement of removable bollards on either end.

Analysis: Planning Services has reviewed the proposal and confirms that the proposed development:

- conforms with the policies of the Town's 2004* Official Plan (Resort Commercial land use designation);
- complies with the Resort Commercial Exception Four (C3-4) Zone provisions and other general provisions of the Town's Zoning By-law 2010-040, as amended; and,
- was the subject of a Site Plan Approval process.

*The subject application was received prior to the Town's 2024 Official Plan being approved so the proposal was assessed for conformity with the 2004 Official Plan.

Staff circulated the Minor Adjustment to a Site Plan Agreement application to Town departments and external agencies for review and comment and all concerns related to the proposal have been satisfactorily addressed.

Accordingly, Planning Services recommends the following:

That the Director, Growth and Development, of the Town of Collingwood as Council's designate, approve the attached Site Plan, subject to the following conditions:

a) Conditional Site Plan approval be granted by Council for the proposed Wyldewood Creek residential development, located at 180 Vacation Inn Drive (File No. D11119);

b) Payment of the required fees as outlined in the subject Site Plan Control Agreement;

c) Payment of the required securities as outlined in the Site Plan Control Agreement for 180 Vacation Drive; and

d) Execution of a Site Plan Control Agreement with the Town of Collingwood to the satisfaction of Senior Town Administration and the Town Solicitor.

Yours truly,

Lindsay Ayers, MCIP, RPP
Manager, Planning