

# **EXECUTIVE SUMMARY**

## **of Planning Justification Report**

### **Prepared by G. Russell for the**

#### **Expansion of Mike's Service Centre**

##### **Submitted to the Town of Collingwood**

###### **on February 17<sup>th</sup>, 2026**

**Prepared by**



*Planning Consultants*  
*Development Approvals*

705-444-5812 [planwells.com](http://planwells.com)

**June 2026**

Mr. Mike McMaster (owner) commissioned and funded a comprehensive Planning Justification Report (PJR), which was prepared by G.H. Russell Planning and Development Services dated February 17, 2026. This PJR was submitted with the second pre-consultation application and reviewed by staff. This Executive Summary is based on the Planning Justification Report drafted by Mr. Gord Russell. The Report evaluated and supported the proposed expansion of Mike's Service Centre at 80 Summer View Avenue, Collingwood. The Owner is seeking approvals for three building additions to the two existing Motor Vehicle Repair Garage buildings (Buildings A and B). To facilitate this expansion, a Zoning By-law Amendment (ZBA) and Site Plan Control Amendment are required.

The proposal includes rezoning a 24.9-metre-wide strip of land from the (H16) RU-7 Zone to the RU-6 Zone, enabling the northerly extension of the RU-6 area to accommodate the planned building additions. As stated in the report, *"The Owner... wishes to construct three (3) additions... [and] rezone a strip of land... from the (H16) RU-7 Zone to the RU-6 Zone"*.

## **PURPOSE AND SCOPE OF THE PROPOSAL**

The development consists of:

- **Building A:** A new 119m<sup>2</sup> Parts Storage Room.
- **Building B:**
  - A 238m<sup>2</sup> four-bay service garage addition to the north wall.
  - A 49m<sup>2</sup> storage room addition along the west wall.
  - To implement these additions, the ZBA proposes:
    - Increasing the Maximum Gross Floor Area in the RU-6 Zone from 447 m<sup>2</sup> to 870 m<sup>2</sup>.
    - Reducing the Minimum Lot Area in the RU-7 Zone from 5,000 m<sup>2</sup> to 3,250 m<sup>2</sup>.
    - Rezoning 1,836 m<sup>2</sup> of RU-7 land to RU-6.

The report notes: *"Once achieved the additional RU-6 zoned lands will then permit the expansion... [and] modify the Maximum Gross Floor Area... and the Minimum Lot Area provision of the RU-7 Zone."*

## SITE CONTEXT AND EXISTING CONDITIONS

Mike’s Service Centre has operated on the site since 2005, with a history of incremental improvements and expansions. The property contains two main buildings, 49 parking spaces, concealed storage, and municipal water service with a private septic system. A 3-metre-high MTO noise attenuation wall fully screens the west lot line.

A site inspection on October 8, 2025 (by G. Russell), confirmed that the lands are fully developed for the existing garage use and that “*the site slopes gently from the west to the east... [and] substantial customer parking [exists] to the front and south side of Building ‘A’.*”

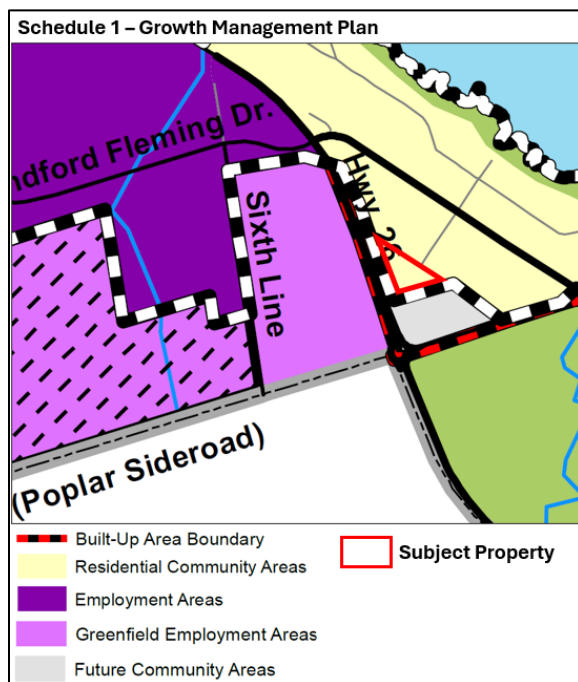
## PLANNING POLICY EVALUATION

### Planning Act

The proposal supports the Act’s objectives by promoting sustainable economic development, efficient land use, and well-designed built form. The report concludes that the applications “*promote sustainable economic development... and are supportive of matters of provincial interest.*”

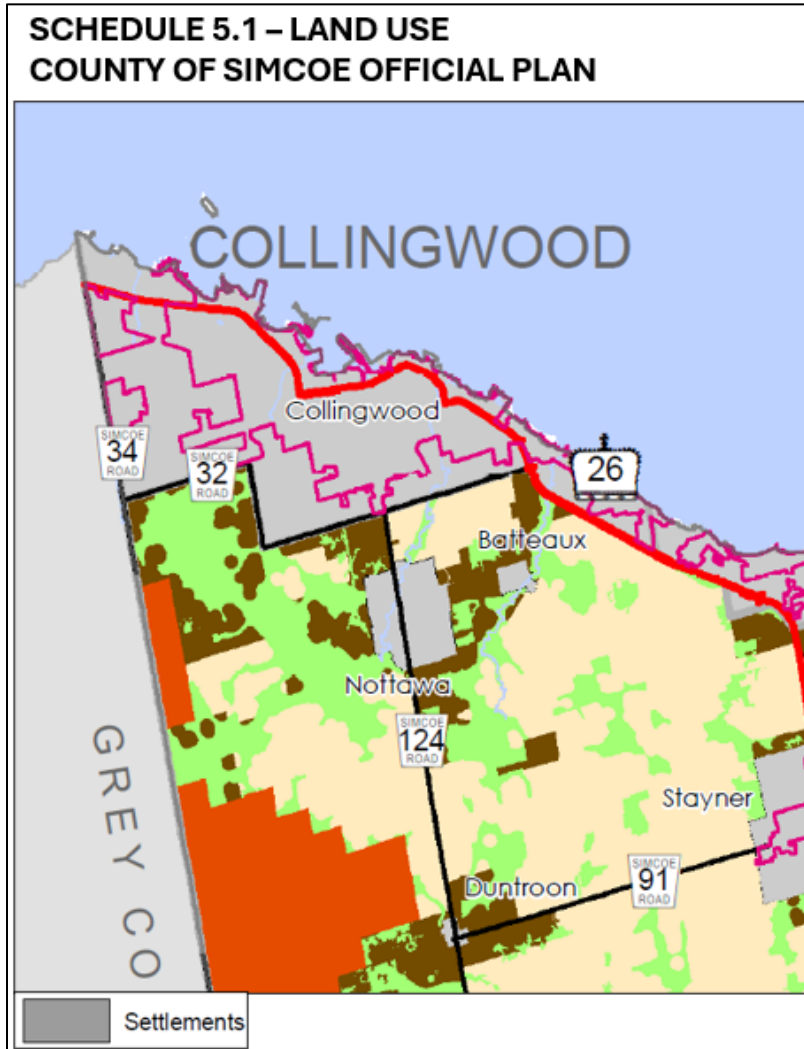
### Provincial Planning Statement (PPS 2024)

The lands lie within Collingwood’s Built-Up Area Boundary, where growth and employment uses are encouraged. The Motor Vehicle Repair Garage is a permitted service commercial use within the Residential Community Area. The PPS supports minor expansions on partial services where no negative impacts are anticipated.



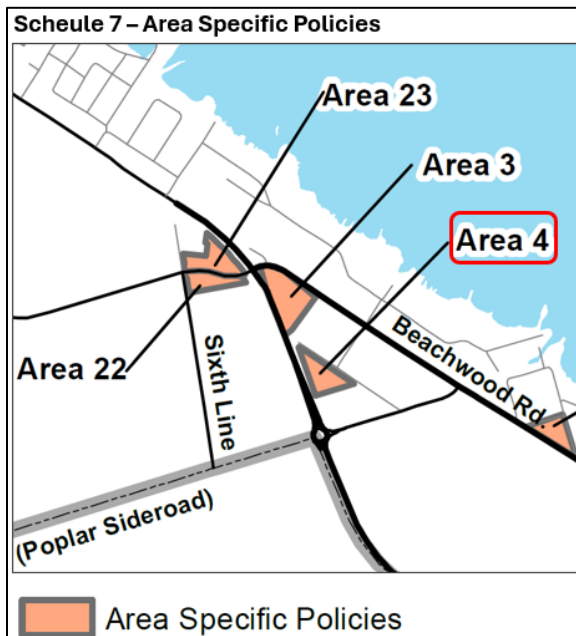
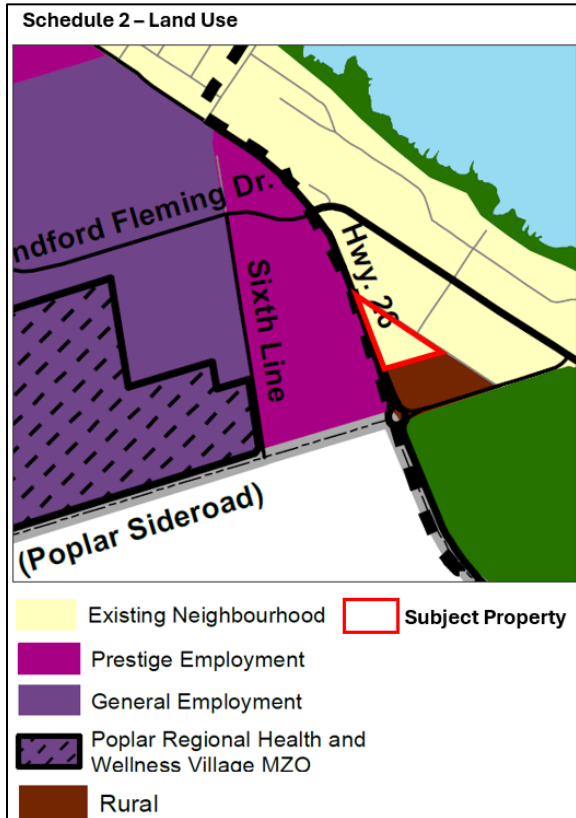
## County of Simcoe Official Plan

The site is within a Primary Settlement Area, where employment growth and compact, efficient land use are directed. The proposal aligns with County objectives to “promote development forms... which minimize land consumption and servicing costs.”



## Town of Collingwood Official Plan (2024)

The lands are designated Existing Neighbourhood and subject to Area Specific Policy Area 4, which explicitly permits a Motor Vehicle Repair Garage. The report cites: “*Within the designated Area 4... a motor vehicle repair garage shall also be permitted.*”

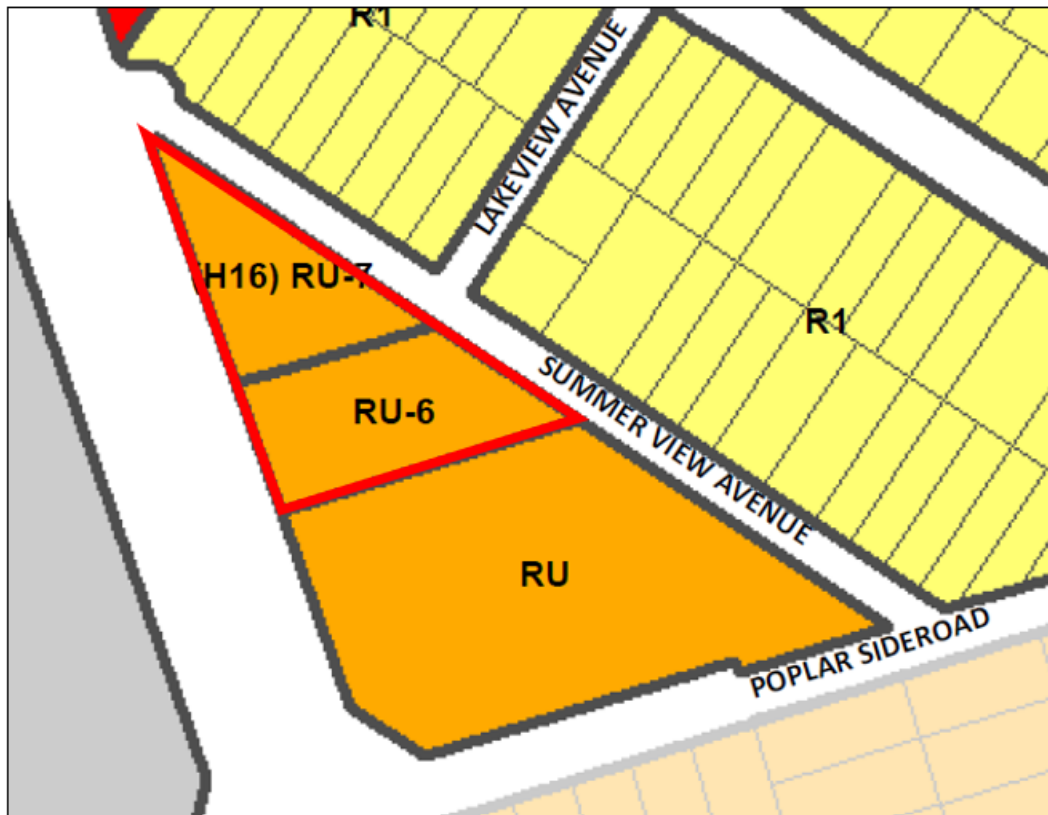


The proposed additions meet the Town’s Compatible Development and Urban Design Manual criteria by:

- Locating additions behind existing buildings
- Maintaining low building height and massing
- Enhancing screening through fencing and landscaping
- Ensuring >60 m separation from residential uses across Summer View Avenue

#### Town of Collingwood Zoning By-law 2010-040

The site currently contains two zones (RU-6 and H16 RU-7). The ZBA is required to adjust zone boundaries and modify two provisions. All other zoning standards—including parking, loading, bicycle spaces, setbacks, and height—are met through the proposed Site Plan.



#### NVCA

The lands are within the NVCA watershed but **outside the Regulated Area**. No permit is anticipated.

## Site Plan Control Considerations

The Site Plan illustrates:

- Required parking (28 spaces), accessible spaces, and bicycle parking
- Delivery space
- Internal circulation improvement
- Enhanced landscaping and berm planting
- A 1.8-metre privacy fence along the RU-6/RU-7 boundary, as required by the Holding (H16) provisions

The report states: *“The proposed site works will further enhance the site... fencing in and visually buffering the operations and making efficient use of the lands.”*

## CONCLUSION

The proposed Zoning By-law Amendment and Site Plan Control Amendment:

- Have regard for the Planning Act
- Are consistent with the PPS 2024
- Conform to the County of Simcoe Official Plan
- Conform to the Town of Collingwood Official Plan 2024, including Area Specific Policy Area 4
- Comply with the Town Zoning By-law 2010-040, as proposed to be amended
- Do not affect NVCA-regulated features

Mr. Russell concludes: *“It is this planner’s recommendation that the proposed Zoning By-law Amendment and Site Plan Control applications be considered favorably... and be approved by By-law.”*

## PLAN WELLS ASSOCIATES

### Planning Opinion

The proposed Zoning By-law Amendment application represents good planning, as it will allow the expansion of a local business within a settlement area. The proposed expansion is consistent with the goals and objectives of the Provincial Planning Statement. The proposed development maintains the intent and direction of both the County and Town Official Plans and the Town's Zoning By-law, as proposed to be amended. The proposed Zoning By-law Amendment has merit, is in the public interest and constitutes good planning.

Respectfully submitted,

Shelley Wells *MES, MCIP, RPP*

A handwritten signature in blue ink, appearing to read 'Shelley Wells', is placed over a light blue rectangular background.

PLAN WELLS ASSOCIATES

## **APPENDIX 'A'**

**PLANNING JUSTIFICATION REPORT  
PREPARED BY G.H. RUSSELL  
PLANNING & DEVELOPMENT SERVICES**



## Planning Justification Report

80 Summer View Avenue  
Part 1, Reference Plan 51R-23915,  
Part of Lot 40, Concession 6  
Formerly in the Township of Nottawasaga,  
Now in the Town of Collingwood,  
County of Simcoe  
February 17, 2026

**PURPOSE:** The Owner Mr. Mike McMaster wishes to construct three (3) additions to his two (2) existing Motor Vehicle Repair Garage buildings, Building 'A' and Building 'B'. To achieve this, it is proposed to rezone a strip of land through a formal Zoning By-law Amendment application, from the (H16) RU-7 Zone to the RU-6 Zone being approximately 24.9 m in width and varying between 75.1 m and 90.3 m in depth and having an area of 1,836 m<sup>2</sup> for the purpose of accommodating a northerly extension of the RU-6 Zone.

Once achieved the additional RU-6 zoned lands will then permit the expansion of the westerly (rear) Motor Vehicle Repair Garage building (Building 'B') which together with an addition to the main Building 'A' is collectively known as Mike's Service Centre. There will also be minor modifications to one (1) of the zoning provisions for the RU-6 Zone and for an increase in allowable Maximum Gross Floor Area from 447 m<sup>2</sup> to 870 m<sup>2</sup> and for the (H16) RU-7 Zone, a decrease in Minimum Lot Area from 5,000 m<sup>2</sup> to 3,437 m<sup>2</sup>. The actual site works being proposed will be reviewed through a formal Site Plan Control Amendment application to be considered by both Town internal departments and external Agencies.

**Planning Applications:**

- 1) Zoning By-law Amendment application, and
- 2) Site Plan Control Amendment application.

**OWNER:** Mr. Mike McMaster c/o Mike's Service Centre

**MUNICIPAL ADDRESS:** 80 Summer View Avenue, Collingwood, ON

**LEGAL DESCRIPTION:**

Reference Plan 51R-23915,  
Part of Lot 40, Concession 6,  
Formerly in the Township of Nottawasaga, now in the Town of Collingwood,  
County of Simcoe.

**LOCATION AND TOPOGRAPHICAL MAP:**

**2025 AERIAL PHOTOGRAPH:**

**ASSESSMENT ROLL NUMBER:** 433108000568302

**ONTARIO ELECTRONIC PROPERTY INDEX MAP**



**SURVEY:** Reference Plan 51R- 23915 (Supplied by the Onland Ontario Land Registry Access Office.)

**LOT DIMENSIONS:**

**Section 4: General Provisions, Town of Collingwood Zoning By-law No. 2010-040, as amended.**

**4.14 Multiple Zones on a Lot**

4.14.1 Where a lot is separated into more than one zone, or exception zone, each separately zoned portion of the lot shall be used in accordance to the zone provisions applicable to that portion.

4.14.2 The boundaries between multiple zones, or exception zones, shall be considered to be lot lines for the purpose of determining conformity with the Zoning By-law.

**Existing Zones**

**RU- 6 Zone**

Lot Frontage: +/- 80.4 m  
Lot Depth: +/- 139.2 m  
Lot Area: +/- 7050 m<sup>2</sup>

**RU-7 Zone**

Lot Frontage: +/- 144.6 m  
Lot Depth: +/- 90.3 m  
Lot Area: +/- 5,273 m<sup>2</sup>

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**Proposed Zones:**

**RU- 6 Zone, as amended.**

Lot Frontage: +/- 112.1m  
Lot Depth: +/- 139.2 m  
Lot Area: +/- 8,886 m<sup>2</sup>

**RU-7 Zone, as amended.**

Lot Frontage: +/- 112.8 m  
Lot Depth: +/- 75.1m  
Lot Area: +/- 3,264 m<sup>2</sup>

**BACKGROUND:**

**Mike's Service Centre**

Although established in 1981 by Mr. McMaster Senior, full-time operations of the business started in 2005 by Mike McMaster. Initially the business had two (2) employes with four (4) service bays however it now operates with six (6) Mechanics, two (2) Apprentices, two (2) Service Operators,

one (1) Parts Person and one (1) Shuttle Driver. There are presently eleven (11) service bays in the two buildings. Over the last twenty years the Motor Vehicle Repair Garage has had the following improvements undertaken;

- a) 2007 - new parts department,
- b) 2009 – refurbish main shop, two new service bays and toolroom,
- c) 2018 – new waiting room for customers and front offices, and
- d) 2020 – new secondary shop with four service bays to accommodate motorhomes and trucks for up to the Ford 550 model (midsize, medium duty vehicle).

There are two (2) main buildings on the property along with the required 27 vehicle parking spaces, one delivery space and garbage/recycling facilities. Concealed storage does exist on the property in the form of one (1) 3.0 m x 3.0 m battery shed and four (4) 12.2 m long seaway containers.

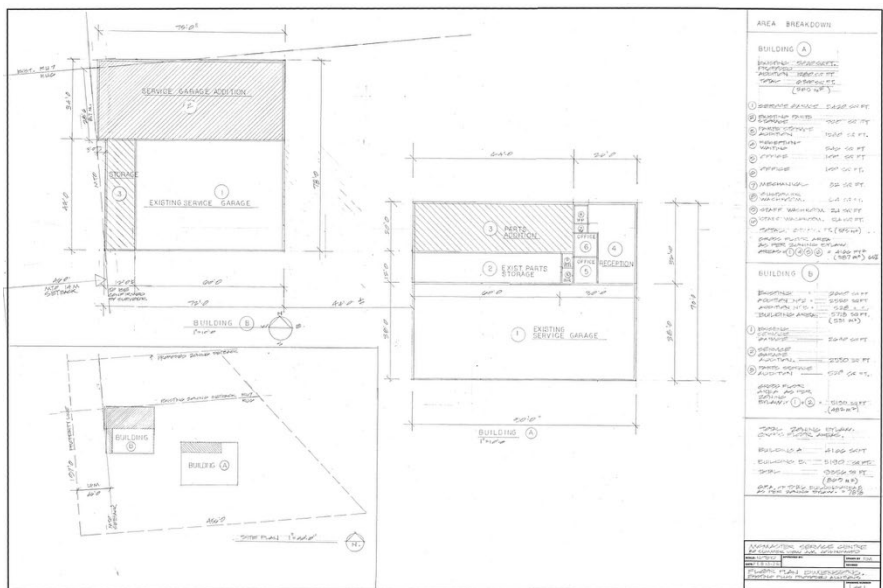
**Building Additions Proposal:**

There are two main Motor Vehicle Repair Garage buildings on the site. It is proposed to construct three additions, one (1) building addition to Building ‘A’ and two (2) building additions to Building ‘B’.

Building ‘A’ is to benefit from the construction of a rear Parts Storage Room being 6.01 m in width x 19.5 m in length.

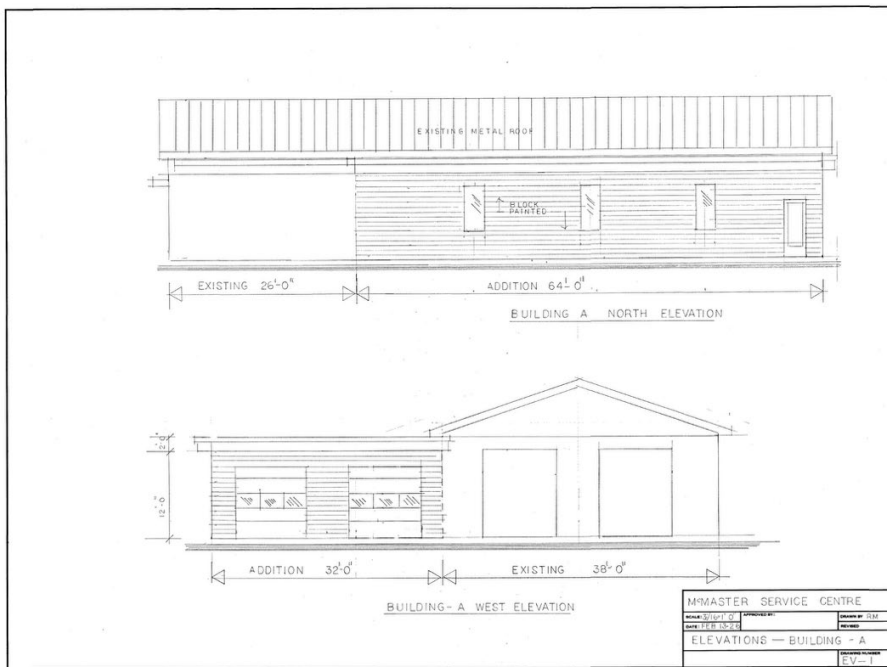
Building ‘B’ is to be expanded with extra vehicle bays to the rear of the building having a dimension of 22.86 m in width x 10.36 m in depth along the back (North wall) of the building together with a small storage room along the west building wall being 3.66 m in width x 13.41 m in length.

**Site and Building Addition Ground Floor Plan:**



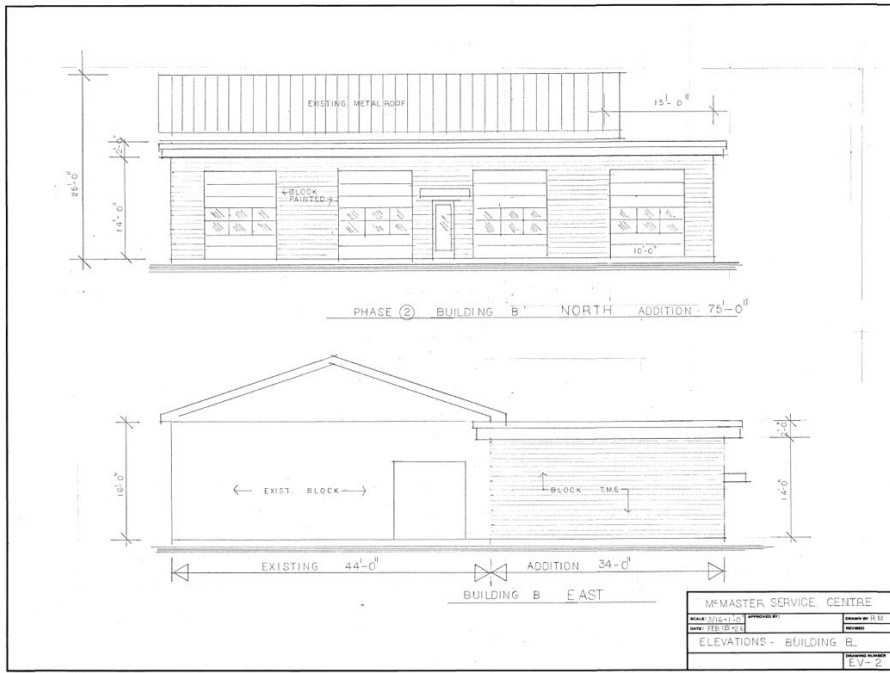
- Three (3) building additions.
- One (1) addition to Building 'A' - Parts Storage Room.
- Two (2) additions to Building 'B'
  - Extension of the Service Garage (4 bays, North wall), and
  - The addition of a small storage room along the West wall of Building 'B'.

### Building 'A' Addition: Parts Storage Room



- Building 'A' Addition:
  - Building 'A' is to benefit from the construction of a rear Parts Storage Room being 6.01 m in width x 19.5 m in length.

### Building 'B' Addition: Service Garage Addition North and East Wall Elevation



- North wall building addition to accommodate four (4) new service garage bays.

### Building 'B' Addition: Storage Room, North and West Wall Elevations

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## Site Plan:

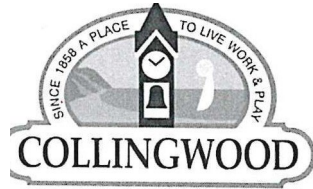
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### Implementation of Proposed Key Site Works:

- Enlargement of the RU-6 Zone area (24.9 m in depth and 2009 m<sup>2</sup> in area).
- Installation of the 1.8 m high wood fence along the north boundary line of the RU-6 Zone and along the south boundary line of the RU-7 Zone.
- Intensification of plantings along the RU-7 Zone roadside berm as per the approved 2009 Site Plan.
- Illustration of the 'parking plan' as laid out on the new Site Plan.
- Improvement of the front parking area inclusive of bicycle spots and accessible parking spaces.
- Improved vehicle flow through the site.
- Provision of an external amenity area for staff situated between Buildings 'A' and "B".

### ZONING BY-LAW AMENDMENT PROPOSAL:

The following draft Zoning By-law Amendment is provided to demonstrate what lands are to be rezoned and what Zoning provisions are to be modified to bring this development proposal into compliance with the Town's Zoning by-law.



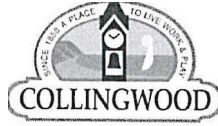
**EXPLANATORY NOTE  
TO THE CORPORATION OF THE TOWN OF  
COLLINGWOOD BY-LAW No. 2026-**

By-law No. 2026-       is a By-law under the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for prohibiting the use of land for or except for such purposes as may be set out in the By-law.

The purpose and effect of the proposed Zoning By-law Amendment is to rezone part of the subject lands to permit the expansion of the existing Motor Vehicle Repair Garage use. It is proposed to rezone a small portion of lands within the RU-7 Zone to the RU-6 Zone to permit the additions of the buildings and modify (increase) the Maximum Gross Floor Area (GFA) provision of the Rural Exception – (RU-6) Zone and modify (decrease) the Minimum Lot Area provision of the Rural Exception–7 (RU-7) Zone.

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**BY-LAW No. 2026- [REDACTED] of the  
CORPORATION OF THE TOWN OF COLLINGWOOD**



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BEING A BY-LAW UNDER THE PROVISION OF SECTION 34 OF THE  
*PLANNING ACT*, R.S.O. 1990, C. P.13, AS AMENDED

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**WHEREAS** Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law prohibiting the use of land, buildings or structures within a defined area or areas;

**AND WHEREAS** Collingwood Zoning By-law No. 2010-040 is the governing By-law of the Corporation of the Town of Collingwood and such was finally passed by the Council of the Town of Collingwood on April 12, 2010;

**AND WHEREAS** the Council of the Corporation of the Town of Collingwood has deemed it advisable to amend Collingwood Zoning By-law No. 2010-040, and thus implement the Official Plan of the Town of Collingwood;

**AND WHEREAS** Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held [REDACTED], 2026, and that a further meeting is not considered necessary to proceed with this Amendment.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:**

1. **THAT** Schedule "A" of Collingwood Zoning By-law No. 2010-040, as amended, is hereby further amended in accordance with Schedule "A" attached hereto by rezoning part of said lands from the HOLDING 16 RURAL EXCEPTION 7 Zone to the RURAL EXCEPTION 6 ZONE, and modify the MAXIMUM GROSS FLOOR AREA PROVISION of the RURAL EXCEPTION 6 (RU-6) ZONE and the MINIMUM LOT AREA Provision of the RURAL EXCEPTION 7 (RU-7) ZONE.
2. **THAT** Section 9.5 titled Rural Exception Zones of the Collingwood Zoning By-law No. 2010-040, as amended, is hereby further amended in part;

RURAL EXCEPTION 6 (RU-6) ZONE

Notwithstanding Section 9.5 and specifically the provisions of the Rural Exception 6 Zone, the following provision is modified as follows:

Maximum gross floor area: 870 m2

RURAL EXCEPTION 7 (RU-7) ZONE

Notwithstanding Section 9.5 and specifically the provisions of the Rural Exception 7 Zone, the following provision is modified as follows;

Minimum lot area: 3,250.0 m2

3. **THAT** Collingwood Zoning By-law No. 2010-040 is hereby amended to give effect to the foregoing, but Collingwood Zoning By-law 2010-040 shall in all other respects remain in full force and effect.
4. **THAT** this By-law shall come into force and effect on the date it is enacted and passed by the Council of the Corporation of the Town of Collingwood, and subject to notice hereof being circulated in accordance with the provisions of the *Planning Act* and Ontario Regulation 545/06, and if required as a result of such circulation the obtaining of the approval of the Ontario Land Tribunal.

**ENACTED AND PASSED** this [redacted] th day of [redacted], 2026.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

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- That a 1.8 metre high fence be erected for screening purposes from the existing motor vehicle repair garage. This fence is to be located along the entire length of the zone boundary that separates the RU-6 zone from the RU-7 zone.

### **SITE INSPECTION:**

A site visit of this property was conducted on October 8, 2025. The Subject Lands are currently being used for a Motor Vehicle Repair Garage use. The site consists of two (2) main buildings, a small accessory storage building and four (4) seaway storage containers. The site slopes gently from the west to the east and is predominantly developed to accommodate the garage operations. There is substantial customer parking available to the front and south side of Building 'A' along with room for a delivery space. The operations are serviced with municipal water and a private septic system. Vehicle access is obtained directly from Summer View Road being a local municipal roadway. Highway 26 abuts this property to the west however a MTO noise attenuation wall has been constructed all along the westerly lot line of both zones to mitigate the vehicle noise from the highway and as a result no access is achievable from the west perimeter of this property.

### **Site Photographs: October 8, 2025**

#### **Main Customer Service Garage Building:**



**Front Parking Area:**



**South Side Parking Area:**



**Building 'A': Proposed New Tool Storage Addition Area**



**Building 'B': Rear Additions to North and West walls.**





## **PRE-CONSULTATION**

On October 23, 2025, an initial Preconsultation Review was completed by the staff members of the Town of Collingwood. Discussion concentrated on the need for both a Zoning By-law Amendment (ZBA) and Site Plan Control Amendment planning application, complete with the

required plans, applications and associated Municipal and NVCA application and commenting fees and deposits.

In reviewing applicable Provincial, County, local and Agency planning policy, in accordance with the Town Pre-consultation direction, it was concluded that the subject proposal is consistent with Provincial direction and interests and conforms to the intent of Town Official Plan land use policies and although within the watershed of the NVCA it is outside the Regulation Area as depicted on NVCA interactive mapping.

This supporting Planning Justification Review and associated Site Plan confirms that the subject lands conform to the Town Official Plan and through the proposed Zoning By-law Amendment will comply to the Town Zoning By-law . Additionally, through Site Plan Control, along with the proposed building additions the proposed site works will further enhance the site by squaring off the building, fencing in and visually buffering the operations and making efficient use of the lands.

## **PLANNING DOCUMENTS:**

The supporting documents include this Planning Justification Report and the associated Site Plan as completed by Tatham Engineering. The Planning Justification Report completed a review of the following relevant planning documents:

1. the *Planning Act*,
2. the 2024 Provincial Planning Statement (2024 PPS),
3. the County of Simcoe Official Plan (CSOP Consolidated February 2023),
4. the Town of Collingwood Official Plan (TCOP) September 24, 2024, (subject to site specific appeals),
5. the general review of the Town of Collingwood Zoning By-law No. 2010-040, as amended (TCZBL), and
6. the Regulated Area of the Nottawasaga Valley Conservation Authority (NVCA).

### **1. PLANNING ACT:**

#### Purposes

1.1 The applicable purposes of this *Act* in context to this proposed development are to:

- (a) promote sustainable economic development in a healthy natural environment within the policy and by the means provided under this *Act*;
- (b) provide for a land use planning system led by provincial policy;
- (c) integrate matters of provincial interest in provincial and municipal planning decisions;
- (d) provide for planning processes that are fair by making them open, accessible, timely and efficient;
- (e) encourage co-operation and co-ordination among various interests;
- (f) recognize the decision-making authority and accountability of municipal councils in planning.

Additionally, Section 2, Provincial interest, of the *Planning Act* outlines the

Minister or as delegated, the council of a Municipality **shall have regard to, among other matters, matters of provincial interest** such as;

- (a) the protection of ecological systems, including natural areas, features, and functions,
- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety,
- (p) the appropriate location of growth and development,
- (r) the promotion of built form that is well-designed.

**Planning Comment:**

A review of Sub-Sections 1.1 (a) through (f) of the *Planning Act*, provides the basis on which these development applications are to be assessed. The proposed building additions, although considered a minor expansion of existing site facilities, promotes sustainable economic development within a healthy natural environment within the Town of Collingwood. This development has been assessed regarding Provincial Policy focused on matters of provincial interests and the planning conclusion of that review is that these planning applications are supportive of those interests. The submission of both a Zoning By-law Amendment and Site Plan Control Amendment application will provide the opportunity for municipal staff, municipal Council and the Public to review these applications in an open, transparent and accessible public forum which participants will have the opportunity to review the proposal, express their interests, and request consideration of their views to their Municipal Council as the decision-making authority.

A review of Section 2, Provincial Interest, of the *Planning Act*, directs that the council of a Municipality shall have regard to, among other matters, matters of provincial interest. A review of the Subject Lands has concluded that these lands do not consist of hazard lands nor natural heritage lands and remains outside of the Town's ecological systems, including natural areas, features and functions.

Although the review of the Zoning By-law amendment is vital to this development review, it is the Site Plan that illustrates the 'on the ground' lot dimensions, compliance to Zoning provisions and existing and enhanced site works proposed and required to achieve a good development as illustrated on the proposed Site Plan.

The site has been utilized for a fully operational Motor Vehicle Repair Garage since 2005, and the Town's Official Plan recognizes these lands as the Area Specific Policy Area 4 within the Existing Neighbourhood land use designation which specifically permits a Motor Vehicle Repair Garage to locate and operate on these lands with the incorporation of mitigation measures between existing and proposed uses. With such mitigation

measures put in place it can be determined this site and its uses for the motor vehicle repair garage is an appropriate location for the growth and development of this use.

Lastly, through the review and approval of Site Plan Control, the site will be assessed for its compliance to all Zoning provisions, Urban Design policies, site movements and required mitigation measures between existing and proposed uses, and adjacent residential uses, the objective being the promotion of built form that is well-designed.

## **2. PROVINCIAL PLANNING STATEMENT 2024 (PPS 2024):**

The following is this planner's review of the relevant PPS 2024 policies regarding the proposed additions to each of the main Motor Vehicle Repair buildings on the site.

The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Planning Statement sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The Provincial Planning Statement is a policy statement issued under the authority of Section 3 of the *Planning Act* and came into effect on October 20, 2024. The Provincial Planning Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024.

The Province of Ontario through the *Planning Act* and the 2024 Provincial Planning Statement (2024 PPS) provides direction on planning matters to all municipalities within the province. The purpose of the 2024 PPS is to provide for appropriate development, and protecting resources of provincial interest, public health and safety and the quality of the natural environment. The 2024 PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

Provincial plans, such as the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan, build upon the policy foundation provided by the Provincial Planning Statement. They provide additional land use planning policies to address issues facing specific geographic areas in Ontario.

Provincial plans are to be read in conjunction with the Provincial Planning Statement. They take precedence over the policies of the Provincial Planning Statement to the extent of any conflict, except where the relevant legislation provides otherwise.

Land use planning decisions made by municipalities, planning boards, the Province, or a commission or agency of the government must be consistent with the Provincial Planning Statement. Where provincial plans are in effect, planning decisions must conform or not conflict with them, as the case may be.

## Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

### 2.3 Settlement Areas and Settlement Area Boundary Expansions

#### 2.3.1 General Policies for Settlement Areas

1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.
2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:
  - a) efficiently use land and resources;
  - b) optimize existing and planned infrastructure and public service facilities;
  - c) support active transportation;

### 3.6 Sewage, Water and Stormwater

1. Planning for sewage and water services shall:
  - a) accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services and existing private communal sewage services and private communal water services;
  - f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5.
5. Partial services shall only be permitted in the following circumstances:
  - b) within settlement areas, to allow for infilling and minor rounding out of existing development on partial services provided that site conditions are suitable for the long-term provision of such services with no negative impacts;

#### Comment:

The Town of Collingwood is designated as a Settlement Area by the County of Simcoe Official Plan. Schedule "1", titled Growth Management Plan of the Town Official Plan identifies the Subject lands is within the Built Up Area Boundary in the Settlement Area and designated Residential Community Area. The intent of the 'Built Up Area Boundary' is to provide a fixed, mapped line defining the limits of Collingwood's developed urban area. The

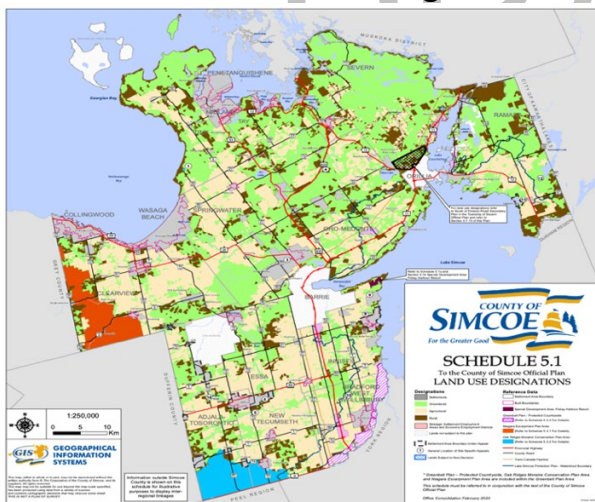
Subject Lands are therefore within the developed area of the Town which is to be the focus of growth and development in conformity with the Residential Community Area policies of the Town Official Plan.

Residential Community Areas incorporate the elements of the Town that are focused on primarily residential land uses, but also include community facilities, parks, institutional uses and small-scale retail and service commercial uses that support local residents. A Motor Vehicle Repair Garage would be an example of a service commercial use which supports the residents of the existing neighbourhood, is considered a permitted use within the Residential Community Area designation and which generally supports a mix of land uses within this neighbourhood.

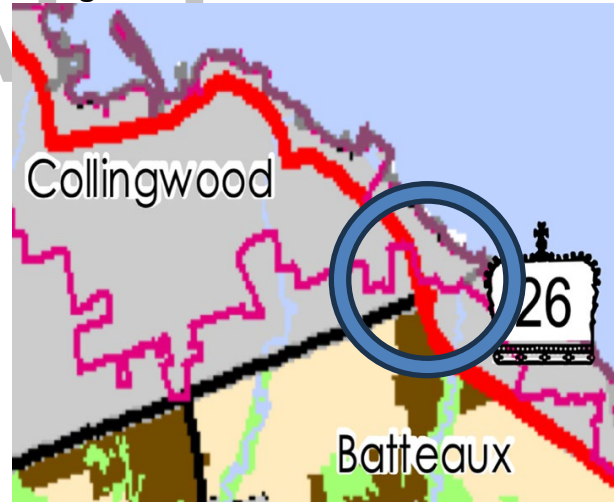
Lastly, these lands are within an area of the Town's Settlement Area which is and has been partially serviced with municipal water and private septic systems for many years. As part of the proposed building additions the provided partial services (municipal water and private septic system) have the capacity and will continue to be made available to support the Motor Vehicle Repair Garage use, as needed.

### 3. COUNTY OF SIMCOE OFFICIAL PLAN (CSOP), Consolidated February 2023

Schedule 5.1: Land Use Designations



Designation: Settlements



## Part 1 Introduction

### 1.1 Purpose

The Official Plan of the County of Simcoe (the *Plan*) is prepared under the *Planning Act R.S.O 1990 c. P. 13, as amended, (Planning Act)* of the Province of Ontario. The *Plan* provides a policy context for land use planning taking into consideration the economic, social, and environmental impacts of land use and *development* decisions.

The *Plan* provides a policy basis for exercising the approval authorities for *local municipal* official plans and amendments, and applications for *subdivision* of land.

The *Plan* is a document designed to assist in growth management in a *County* expected to experience continued strong growth in population and urban *development* over the next twenty years. It attempts to achieve a balance between the demands for economic development, community building, and environmental conservation and provide a framework for coordinated planning with adjacent municipalities, agencies, and other levels of government.

## 1.2 Scope, Effect, and Legislative Authority

The *Plan* applies to the sixteen Towns and Townships, also referred to collectively as *local municipalities*, which constitute the County of Simcoe. As stated in the *Planning Act*, where an official plan is in effect, no public work shall be undertaken, and no bylaw shall be passed for any purpose that does not conform therewith. The *Act* further states that local official plans and zoning bylaws shall be brought into conformity with the *County Official Plan*.

The *Plan* is a broad policy document which is implemented through *local municipal* official plans and amendments, zoning bylaws, and *subdivision* approvals, together with long-term transportation, sewer, water, and waste management plans, environmental studies, *watershed management plans*, financial programs, capital budgets, economic development initiatives, and human services plans.

## 3.5 Settlements Objectives

- 3.5.1** To focus population and employment growth and *development* within *settlements*, with particular emphasis on *primary settlement areas*, in accordance with the policies of this Plan.
- 3.5.2** To develop a compact urban form that promotes the efficient use of land and provision of water, sewer, transportation, and other services.
- 3.5.3** To develop mixed use *settlements* as strong and vibrant central places and to create healthy *settlements* and communities that are sustainable.
- 3.5.4** To promote *development* forms and patterns which minimize land consumption and servicing costs.
- 3.5.5** To promote healthy, complete, and accessible urban and rural communities that are in proximity to amenities, support services, and transit.

## Growth Management

- 3.5.6** The delineated *settlement area* boundaries and the *built boundaries* are shown in this *Plan* on Schedule 5.1 – Land Use Designations and must be identified in *local municipal* Official Plans. A *County* and *local municipal* official plan amendment is required to amend *settlement area* boundaries in accordance with a *municipal comprehensive review*. The Settlements designation applies to all lands within the *settlement area* boundaries. Only those *settlements* listed on Table 5.1 are recognized as designated *settlement areas*. The establishment and/or recognition of new *settlement areas* is prohibited.

**3.5.8** *Settlement areas* shall be the focus of population and employment growth and their vitality and regeneration shall be promoted. ...

**Planning Comment:**

The Subject Lands are identified to be within the ‘Settlements’ land use designation of the County Official Plan. The County Plan directs local municipalities to focus population and employment growth and *development* within *settlements*, with particular emphasis on *primary settlement areas*. The Town of Collingwood is identified as a ‘Primary Settlement Area’ in which these lands are located.

Additionally, the County’s development policies direct to develop a compact urban form that promotes the efficient use of land and provision of water, sewer, transportation, and other services. The intent of this development proposal is to use lands which are already designated for the Motor Vehicle Repair Garage use with a minor adjustment to both the RU-6 zone and RU-7 Zones demonstrating an efficient use of lands now permissive of the use and utilization of the existing municipal water and private septic system facilities and continued access from the local road system (Summer View Avenue).

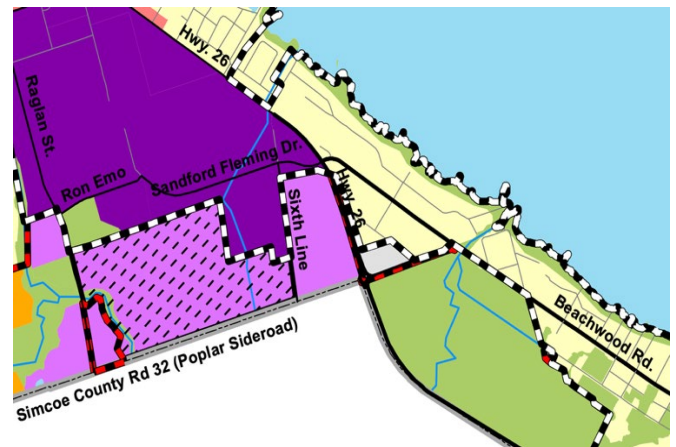
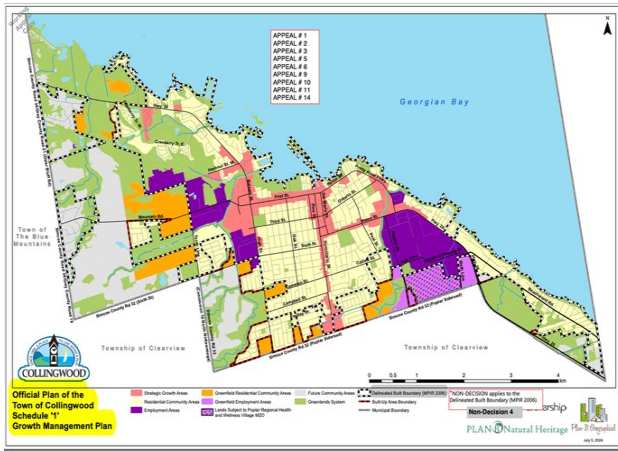
Lastly, this area consists of mixed uses including residential uses (single detached dwellings) community facilities, parks, institutional uses, small-scale retail uses and service commercial uses all of which support local residents. The key to this mixed use compilation is compatibility. The Owner has taken great efforts to ensure his business expansion needs translate into building additions which may be undertaken in the rear areas of the operations and adequately screened and setback a distance from adjacent landowners by well over 60 m. The proposed minor building alterations provide for the needed additional gross floor area needed to expand the business while protecting the existing adjacent owners from any measurable negative impact from those proposed building additions. In conclusion the proposal maintains the mixed use composition of the neighbourhood and proposes enhanced mitigation measures ensuring continued compatibility with existing residential uses that are setback well back from the operations of the Motor Vehicle Repair Garage use.

It is noted the County of Simcoe Planning Department did not forward comments at the time of the first consultation. Through the County’s GIS interactive Mapping a layer termed Archaeological Potential identifies the front portion of these lands as having Archaeological Potential. In response to that mapping, the mapping is wide swept catching all the lands on the east side of Highway 26, that these lands are already developed and the earth depth ranges from limestone rock outcrops on the surface to a maximum topsoil/overburden depth of +/- 1.0 m. It is unlikely archaeological resources would be found on this site.

**4. TOWN OF COLLINGWOOD OFFICIAL PLAN, September 24, 2024 (subject to site specific appeals):**

**Official Plan, Schedule ‘1’ Growth  
Excerpt: Management Plan**

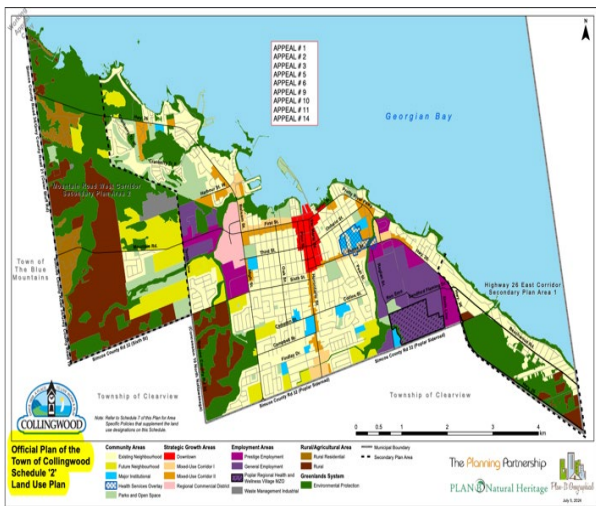
**Schedule ‘1’ Growth Management Plan**



- The Subject Lands are identified as designated 'Residential Community Areas'.

**Official Plan Schedule '2' Land Use Plan:**

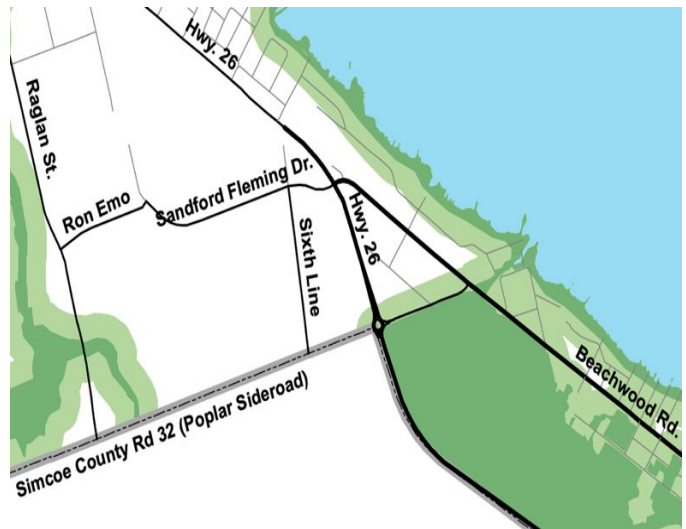
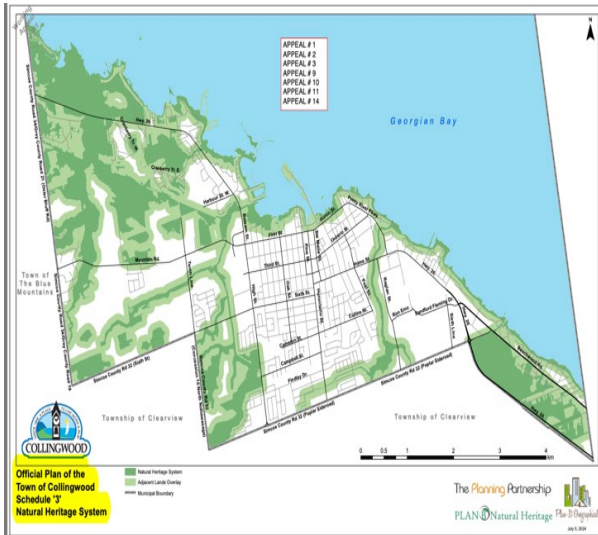
**Schedule '2' Land Use Plan Excerpt:**



- Subject Lands are identified as designated 'Existing Neighbourhoods'.

**Official Plan Schedule '3' Natural Heritage System Excerpt: Natural Heritage System:**

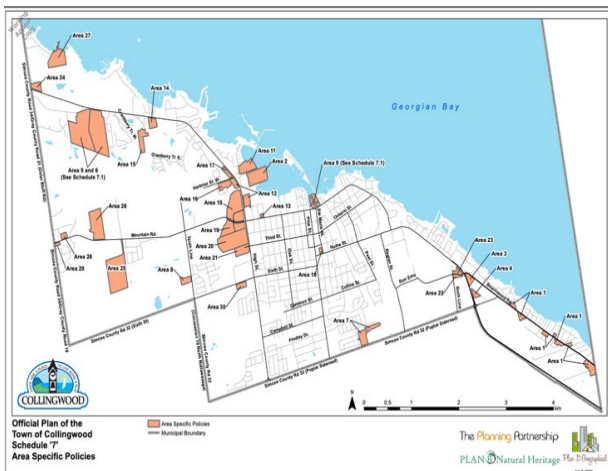
**Schedule '3' Natural Heritage System**



- It is noted the Subject Lands are **not** identified as part of the Natural Heritage System

DRAFT

Official Plan of the Town of Collingwood Schedule '7' Area Specific Policies



The Subject Lands are identified as **Area 4 - Area Specific Policies**.

### 3.5 Ensuring High Quality Built Spaces

#### Urban Design Manual

- a) Urban design is the process of giving form, shape and character to the physical elements that comprise the various districts that comprise Collingwood. Good urban design contributes to the vitality and health of a community, and to vibrant and successful public spaces.

- b) The Urban Design Manual shall inform all subsequent Town-sponsored studies, strategies, and Master Planning exercises. Further, all new plans and development applications shall be consistent with the Town's Urban Design Manual, to the satisfaction of the Town. To demonstrate consistency, the Town may require the submission of an Urban Design Report in support of any development application.
- c) The Urban Design Manual shall be implemented through the Zoning By-law and through the Plans of Subdivision/Condominium and/or Site Plan Approval process, where applicable.

### **Compatible Development**

- d) A fundamental policy element of this Plan is to ensure that new development is compatible with its surrounding built form and landscape context, as well as providing for an appropriate transition to any surrounding sensitive land uses. It is recognized that all communities evolve over time, and one of the most important challenges for decision makers is to establish an approach to development approval that ensures that change is understood based on "Compatible Development". The concept and definition of compatible development is intended to ensure that all new development within the Town is appropriately integrated into the existing built form and landscape and enhances the image, livability and character of the entire Town. The starting point is to consider the tested definition of "Compatible Development", as follows:

***"Compatible development means development that may not necessarily be the same as, or even similar to the existing buildings/development in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue, adverse impact on surrounding properties."***

- e) Compatible Development is an overarching principle of good planning and is applicable throughout the Town. Its definition needs to be clearly understood and applied in different ways and in different contexts throughout the Town. This definition raises a variety of key phrases that require further definition:
  - i. **Development in the vicinity**, where the concept of vicinity can be flexible. Within the Collingwood context, the definition of vicinity should vary by the scale of development. There are generally two key scales of development that must be considered, including:
    - a) Major Development, where land assembly and significant development intensification are proposed generally including most mid or high-rise built forms or employment uses. The

vicinity here should be extensive, a minimum of 120 metres from the site of the proposed development;

- b) Minor Development, where land assembly is not necessarily required but existing development is demolished and replaced by new intensified development, or changes to an existing building/property are proposed. The vicinity here should include properties within 60 metres in all directions. This vicinity could be reduced further if the anticipated impacts are considered to be more immediate - within a few properties on either side and across the street of a proposed development;

- ii. **Enhance an established community.** This is a phrase that needs to be articulated generally. In order to pass this test, the nature and character of the defined vicinity need to be considered and articulated. Clear statements about those attributes that define the character of that vicinity are required to assist in the determination of what form of development can enhance that character and what form of development may be detrimental. Further, community investment is an important factor to consider where new and significant investment within an established community may be both necessary and desirable; and

- f) Compatible development shall be considered in the evaluation of all development proposals throughout the Town. The following shall be considered when evaluating the compatibility of development proposals:

- i. The use, height, massing, orientation and landscape characteristics of nearby properties are properly considered and appropriate transitions between the built forms and uses shall be ensured;
- ii. On-site amenity space is provided and is reflective of, or enhances, the existing patterns of private and public amenity space in the vicinity; and Streetscape patterns, including block lengths, setbacks and building separations are generally maintained.

APPEAL # 7  
Section 3.5 g)

- g) To ensure compatible development, all development applications shall be consistent with the Town's Urban Design Manual.

**Planning Policy Review:**

Compatible Development:

Mike's Service Centre (Motor Vehicle Repair Garage) was established in 1981 by Mr. McMaster Senior. The Town's Official Plan designates site specifically the Subject Lands as an Area Specific Policy area permitting the Motor Vehicle Repair Garage as a specific permitted use on these lands. The Subject Lands are developed with two (2) commercial buildings. Building 'A' is the main front building and Building 'B' is a secondary main rear repair garage. It is proposed to increase the gross floor area and storage space to each of the existing buildings. Each building addition will be compatible in massing, height and building wall elevations to the existing buildings.

A fundamental policy element of the Town's Official Plan is to ensure that new development is compatible with its surrounding built form and landscape context. The Subject Lands abut a MTO highway corridor to the west, vacant Rural lands to the south, vacant Rural lands to the north (RU-7 Zone), and a residential neighbourhood consisting of single detached dwellings to the east of Summer View Avenue.

To assess the proposed building addition development in context to "Compatible Development" it is best practice to review the definition of "Compatible Development", as follows:

***"Compatible development means development that may not necessarily be the same as, or even similar to the existing buildings/development in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue, adverse impact on surrounding properties."***

Initially, it is recognized that the land uses within immediate neighbourhood vicinity consists of vacant rural lands and residential uses. Physically, Summer View Avenue, a local road, separates the residential neighbourhood from the Motor Vehicle Repair Garage use as the dwellings are located on the east side of Summer View Avenue situated well setback (plus 60 m) from the operations of the Motor Vehicle Repair Garage. The housing stock consists of 1 to 2 stories, having an approximate GFA of 460 m<sup>2</sup> (1,500 ft.<sup>2</sup>) situated on large low density lots.

The Motor Vehicle Repair Garage building (Building "A") is set well back from the front lot line having customer vehicle parking in the front and support Building "B" constructed further in the rear of the lot and behind Building "A". All though distinct types of land use, the operations and buildings of the Motor Vehicle Repair Garage continue to function with no known adverse impact on the residents to the east and conversely the residents/dwellings to the east have little impact on the Motor Vehicle Repair Garage. In essence each use is well separated from each other, co-exists with the other, has little to no daily impact on each other and by definition each type of use remains compatible with the other. The proposed building expansion of the repair garage buildings is viewed as minor development of the Motor Vehicle Repair Garage and compatible development in context the neighbourhood vicinity.

### **Town of Collingwood Urban Design Manual:**

The purpose of the Urban Design Manual (UDM) is to encourage the design of a complete, effective and sustainable built environment consistent with Collingwood's character and vision for the future. The UDM provides guidance on design matters that are directly related to

ensuring that development projects are of high quality, pedestrian-oriented, interconnected, sensitive to the natural environment, and provide adequate public facilities and infrastructure.

### Non-Residential & Residential Standards:

The UDM provisions that apply to non-residential projects are intended to direct new developments to:

- Achieve the desires of the community as expressed in the Official Plan and other policy documents;
- Create development patterns that are fitting with the community in terms of streets, blocks, scale, and orientation;
- Create active and highly useable business areas;
- Support and improve the aesthetics and function of Collingwood's public realm;
- Ensure that they are contextually appropriate to Collingwood;
- Create sites that are compatible and connected to neighbouring uses;
- Achieve the desire of the community as expressed in the Collingwood Sustainable Community Plan, by reducing the environmental impact of development with reduced stormwater impacts, improved urban forest, and more efficient development patterns and buildings;
- Improve access and safety with infrastructure and amenities that support people's activities; and,
- Support active transportation with appropriate amenities and options for transportation modes.

In addition to the specific requirements of the UDM, the design of non-residential buildings shall meet one of the two architectural themes listed below:

- a. Traditional Small Town Heritage Style; or,
- b. Lakeshore and Mountainside Recreation.

### Planning Comment:

- Achieve the desires of the community as expressed in the Official Plan.

The Town Official Plan identifies the Subject Lands to be designated 'Existing Neighbourhood'. Section 3.5 titled Ensuring High Quality Built Spaces, emphasises the need to focus on good urban design to be implemented through the Zoning By-law and Site Plan Control measures including required site works. Urban design is the process of giving form, shape and character to the physical elements that comprise the various districts in Collingwood.

The primary principle of good urban design is the achievement of compatibility so land uses in their built form may co-exist without being negatively impactful on adjacent land uses. In this situation there are very few natural elements which create a natural identity on or around the Subject Lands. The Subject Lands are void of natural heritage and hazard features, consist of very little natural tree canopy and slope gently from the west to the east in the general direction of Nottawasaga Bay. Regarding 'urban built elements' the west lot line of this site has visibly and physically isolated the lands from public view and access by the adjacent MTO attenuation wall rising in height to approximately 3 m. Neither Public view nor vehicle access can be achieved from the west property line.

At this time, both the lands to the north and south are vacant yet these lands would permit the establishment of a residential dwelling. As such at the time of Building Permit Review for these lands further mitigation measures such as the erection of a privacy fence may be a mitigating option for the new dwelling owners. It is noted that the lands to the north of the RU-6 Zone are vacant and zoned RU-7 Zone and form part of the Subject Lands. To mitigate the impact of the new building additions to the lands to the north and further across Summer View Avenue, a 1.8

m high wood privacy fence is proposed to be constructed as part of the site works of the Site Plan Control application. Additionally, the existing landscape berm along the front lot line of the RU-7 Zone is to be enhanced as approved in the 2009 Site Plan. Lastly those remaining trees (existing buffers) now found on site will be maintained and protected from being destroyed in the future as noted on the proposed Site Plan.

#### Site Character & Context:

As commented earlier there are no natural elements on this site for which consideration of design would be applicable including natural areas, cultural assets, historic buildings, significant tree canopy, no fill and cut activity, no streams, trail corridors or vistas of water bodies, the escarpment or the bay. The development proposes to infill the existing buildings with building additions which will fill in voids of the building form by merely extending walls which will face the existing MTO wall (rear lot line) or extend toward the proposed 1.8 m high privacy fence to the north of the rear compound area. The proposed building additions will have no measurable impact on either the lands directly adjacent to these lands nor will the existing residential uses that are setback 60 m from the area of the development area be affected.

#### Block Size:

Design of the Block size of this proposal is relevant only by ensuring the remaining RU-7 Zone lands will remain sufficient in size to accommodate a single detached dwelling serviced by municipal water and private septic system. A review of Town Zoning By-law for the Residential 1 (R1) Zone indicates a minimum lot area requirement of 1400 m<sup>2</sup>, the zoning on the residential lands to the east of the Subject Lands. As a result of this rezoning, the remaining lands within the RU-7 Zone will have a lot area of 3,437 m<sup>2</sup>, well in excess of the R1 minimum lot area requirement for the establishment of a new dwelling to be serviced with municipal water and a private septic system.

#### Lot Configuration:

Generally, lot configuration design is important when proposing new plans of subdivision. The proposal however deals with proposed building additions involving a Zoning By-law Amendment. The proposed Zoning By-law Amendment proposes to shift a mutual interior zone boundary resulting in a zone/lot boundary shift to the north by 24.9 m making the RU-7 Zone slightly smaller in area. The RU-7 zone configuration is presently triangular and through the rezoning application it will be slightly smaller in area, will remain triangular in shape and remain sufficient in area to permit the lands to be used for a single detached dwelling.

#### Priority Sites and Bridgeheads:

The Subject Lands do not consist of a 'Priority Site or a Bridgehead'. The site is entirely screened from the west by the MTP attenuation wall and is set well back from Summer View Avenue. This site is for the most obscured.

#### Site Layout:

The development site is primarily located in the rear of the site visibly cut off from public view. That said the site amenities are illustrated on the Site Plan which illustrates the location of the existing buildings, the proposed building additions, the accessory building and amenity area (+/- 16 m<sup>2</sup>), required parking, and delivery space (located behind Building 'A'), large truck parking, accessible parking, bicycle spots, internal driveways, garbage and recycling facilities,

snow storage areas, and privacy fencing site works. It is noted restrooms are provided in Building 'A' to accommodate customers. The site is well organized, and its layout is specific to this type of commercial use.

Lastly, local customers requiring transport to their homes are offered a shuttle service however four (4) bicycle spots are provided should customers wish to exercise their own active transportation option.

#### Building Placement and Orientation:

There are two (2) main buildings on site. It is proposed to construct building additions to each main building. The placement of each addition to each building is based on operation needs such as storage, vehicle repair and new lunchroom. Each proposed building addition remains within the cluster or minor expansion of the existing developed area of the site. No new building elevation will be publicly visible, and each building wall will be screened by an attenuation wall, privacy fence or enhanced vegetation within the existing landscape berm.

#### Buildings:

Each building addition will be subordinate to the main building being located to the side or rear of the main building, their building heights being equal to or lower than the main buildings and their mass generally equal to or smaller in area. There are no proposed changes to the main building facades at which main building entrances are established and well defined. Building fenestration has been applied where rational to the proposed exterior walls of the proposed additions. In some places natural light is an enhancement to the internal workings of the buildings and working staff. In other places the building additions provide building areas in which vehicle products are stored and where outside viewing should be screened. In the case of the west wall of Building 'B' the area within the building is to be used for storage of motor vehicle parts and tools. As such this West wall is purpose built to eliminate windows. It is noted the addition's West wall will also face the MTO rear property boundary solid wall located just 14 m west of Building 'B' and the proposed West wall of Building 'B' will be hidden from Public view and the 14 m of land and its use between the MTO's wall and the proposed West wall of Building 'B' is controlled and regulated by the MTO. Based on this scenario no gathering areas, outdoor amenity spaces or pedestrian walkways would be approved by the MTO within the 14m setback space of these lands.

Lastly, although the neighbourhood is a mixed-use area, the site is solely a single use property, and all the buildings are one (1) storey in height and as such the need for consideration of upper and lower floor activities is not required.

#### Compatible Development

A fundamental policy element of the Town of Collingwood Official Plan is to ensure that new development is compatible with its surrounding built form and landscape context, as well as providing for an appropriate transition to any surrounding sensitive land uses.

Firstly, the proposed expansion of Mike's Service Centre should not be considered new development. Secondly, there are no known surrounding sensitive land uses. The proposal is

an expansion of existing buildings on lands that have been previously developed. That said it is warranted to ensure the proposed building additions are designed to ensure the greatest degree of built form and the surrounding landscaping (vegetation and fencing) is enhanced to provide proper screening. This will be accomplished through the proposed site works and is illustrated on the proposed Site Plan. Additionally, the cost and installation of the proposed site works will be guaranteed through a cheque or a letter of credit that the Town will hold until all site works have been installed as per the approved Site Plan and field approved by Town staff.

### **Planning Conclusion:**

It is proposed to expand Mike's Service Centre (Motor Vehicle Repair Garage) through the allowance of three (3) building additions to the existing main buildings. Town Planning staff have advised that both a Zoning By-law Amendment and a Site Plan Control Amendment application is required to be submitted to the Town to consider this proposal.

### **Proposed Zoning By-law Amendment**

Mr. McMaster proposes to undertake the construction of three (3) building additions to his existing main buildings so he may accommodate the increase in demand to repair motor vehicles from the growing Town of Collingwood. To accomplish this a Zoning By-law Amendment is required to,

- 1) expand the RU-6 Zone into the RU-7 Zone approximately 24.9 m in depth consisting of a land area of 1,836 m<sup>2</sup>.
- 2) within the RU-6 Zone, permit an increase in the Maximum Gross Floor Area provision from 447 m<sup>2</sup> to 870 m<sup>2</sup>, and
- 3) within the RU-7 Zone, permit a decrease in the Lot Area provision from 5,000 m<sup>2</sup> to 3,400 m<sup>2</sup>.

### **Site Plan**

To the best of our knowledge the site has been assessed in context to the Town Zoning By-law which requires all provisions to be accounted which they have, save and except for, the above noted Zoning By-law provisions. The Site Plan has been designed to illustrate all the Zoning provisions required to comply to the Town Zoning By-law and additional site works that will assist property screening and compatibility.

### **Planning Comment:**

It is concluded that both the proposed Zoning By-law Amendment and the Site Plan Control Plan conform to the Town Official Plan and generally comply to the Town Zoning By-law, subject to the proposed Zoning provision modifications.

## **5 Land Use Designations**

## 5.1 General Provisions for All Land Use Designations

### 5.1.1 Articulating the Urban Structure

a) **Schedule 1 - Growth Management** identifies the high-level urban structure of the Town for the purposes of managing growth. **Schedule 2 - Land Use Plan** further articulates that urban structure through the identification of more detailed land use designations and associated policy frameworks. The detailed land use designations throughout the Town are organized in the following categories:

i. **Community Area Designations:**

- > Existing Neighbourhoods;
- > Future Neighbourhoods;
- > Major Institutional;
- > Parks and Open Space;

The Subject Lands are identified by Schedule '2' of the Official Plan to be in the Community Area designation and specifically in the Existing Neighbourhoods designation as well as within the Highway 26 East Corridor Secondary Plan Area. It is also noted Schedule '4' titled Waste Management/Sourcewater Protection identifies the Subject Lands as within the Intake Protection Zone 'Highly Vulnerable Aquifer (HVA)'.

#### **Planning Comment:**

The Existing Neighbourhood designation recognizes existing mixed-use areas of settlement which may be fully or partial municipally serviced with water and possibly sewer services. The Subject Lands are within an existing mixed-use neighbourhood primarily consisting of this Motor Vehicle Repair Garage use and low density Residential Single Detached Dwellings. These uses although in the same neighbourhood are well separated physically and via Summer View Avenue.

It is also noted the Subject Lands are identified within the East Corridor Secondary Plan Area. Schedule '2' although identifies the East Corridor Secondary Plan Area and that the Subject Lands are within such Plan area. That said the East Corridor Secondary Plan Area has been 'on the books' since the 1990s and has yet been initiated nor produced any Official Plan policies to guide development.

Schedule '6' Transportation Plan identifies Highway 26, which is in the Ministry of Transportation (MTO) jurisdiction runs along the rear lot line of the Subject Lands. MTO has installed an attenuation wall along the mutual property line of the Subject lands ensuring noise mitigation, prohibiting motor vehicle access from Highway 26 into the property and regulates all lands from MTO's lands 14 m into adjacent lands. Summer View Avenue is a local road from which all customer vehicle access is obtained.

Policy direction for use of the Subject Lands is derived from Schedule '7' Area Specific Policies' of the Official Plan which identifies the Subject Lands are subject to Area 4 Area Specific Policies as outlined in Section 5.7.1.3 Area 4: 80 Summer View Avenue – Part of Lot 40, Concession 6 of the Official Plan.

Section 5.7.1.3:

- a) Within the designated Area 4 in Part of Lot 40, Concession 6, a motor vehicle repair garage shall also be permitted. Other permitted uses shall be limited to a single-detached dwelling as implemented in the Zoning By-law and may only be established if mitigation measures are put in place between the existing and proposed uses.

### **Planning Comment**

It is the opinion of this Planner that the policies of Section 5.7.1.3 remain the over-riding policies which should be used to guide 'use and development' on the Subject Lands.

### **5.1.2 Development Review.**

- a) In addition to the concept of compatible development identified in this Plan, the Town will have regard for the following when evaluating any development proposal:
- i. That the lands within the Environmental Protection Designation are protected. The design of any development adjacent to the Environmental Protection Designation shall include opportunities to enhance the ecological integrity of the natural heritage feature and its associated ecological functions;
  - ii. The boundaries of the Environmental Protection Designation shown on **Schedules 2 and 3** have been conceptually delineated. It is the intent of this Plan that their precise locations be determined in consultation with any agency having jurisdiction at the time of the consideration of specific development applications. An amendment to this Plan shall not be required to make minor modifications to the boundaries of the Environmental Protection Designation provided the overall intent of the Plan is maintained. However, an amendment shall be required to **Schedule 3**, when a boundary modification to a natural heritage resource area is deemed to constitute a major change. Any change to the Environmental Protection Designation shall be justified through an Environmental Impact Study;
  - iii. That cultural heritage resources and cultural heritage landscapes are conserved. Where appropriate, cultural heritage resources may be incorporated into the design of the new development in a manner that conserves the integrity of the resource/landscape;
  - iv. That buildings and streetscapes are designed to create a sense of identity through architectural features, massing, site layout, orientation and landscaping;
  - v. That reverse frontage (back-lotting) abutting public streets and adjacent to public parks shall be discouraged. Alternatives to back-lotting that promote improved streetscapes and public safety will be encouraged, subject to the approval of the Town;
  - vi. That ecologically-appropriate (e.g., native, locally-sourced, site-appropriate plants, whenever possible) landscaping is provided to define and enhance biodiversity and the appearance of streets and associated pedestrian spaces, to buffer

adjacent sensitive land uses, and to minimize the visual impact of parking, loading and storage areas;

- vii. That landscape features are employed to establish an identifiable and well-conceived streetscape quality and street edge condition; and
- viii. That utility networks, municipal servicing infrastructure and transportation systems have capacity to serve the proposed development and there are no adverse impacts on the Town's water, sewer, stormwater management and transportation systems.

### **Planning Comment**

A review of Section 5.1.2 Development Review concludes these policies are more focused on development of lands consisting of Natural Heritage and Hazzard features and/or proposed Plans of Subdivision. This development proposal neither affects Natural Heritage or Hazzard features, nor contemplates subdivision development along streetscapes or substantial increases in vehicle road capacity or municipal serving needs.

## **5.2 Residential Community Areas**

- a) **Schedule 1** identifies Residential Community Areas and Greenfield Residential Community Areas that incorporate the elements of the Town that are focused on primarily residential land uses, but also include community facilities, parks, institutional uses and small-scale retail and service commercial uses that support local residents. These Residential Community Areas in Collingwood are diverse, ranging from stable historic districts to recently constructed subdivisions, to new neighbourhoods that are still in the planning approvals stage.
- b) The Residential Community Areas include the following land use designations, as identified on **Schedule 2**:
  - i. Existing Neighbourhoods Designation;
  - ii. Future Neighbourhoods Designation;
  - iii. Major Institutional Designation; and
  - iv. Parks and Open Space Designation.

It is noted that Section 5.2 Residential Community Areas policies and specifically Existing Neighbourhoods Designation of the new Official Plan are not yet in place due to OLT Appeal No. 2 to the new Official Plan and as such our review of these policies may need to be revised based on any policy changes resulting from the appeal.

### **5.7.1 Area Specific Policies - Existing Neighbourhoods Designation**

#### **5.7.1.3 Area 4: 80 Summerview Avenue - Part of Lot 40, Concession 6**

- a) Within the designated Area 4 in Part of Lot 40, Concession 6, a motor vehicle repair garage shall also be permitted. Other permitted uses shall

be limited to a single-detached dwelling as implemented in the Zoning By-law, and may only be established if mitigation measures are put in place between the existing and proposed uses.

**Comment:**

Official Plan Schedule '2' Land Use Plan identifies the entire area of the Subject Lands as designated Existing Neighbourhoods. Official Plan Schedule '7' further identifies the entire area of the Subject Lands as being regulated by 'Area Specific Policies', specifically identified as Area 4.

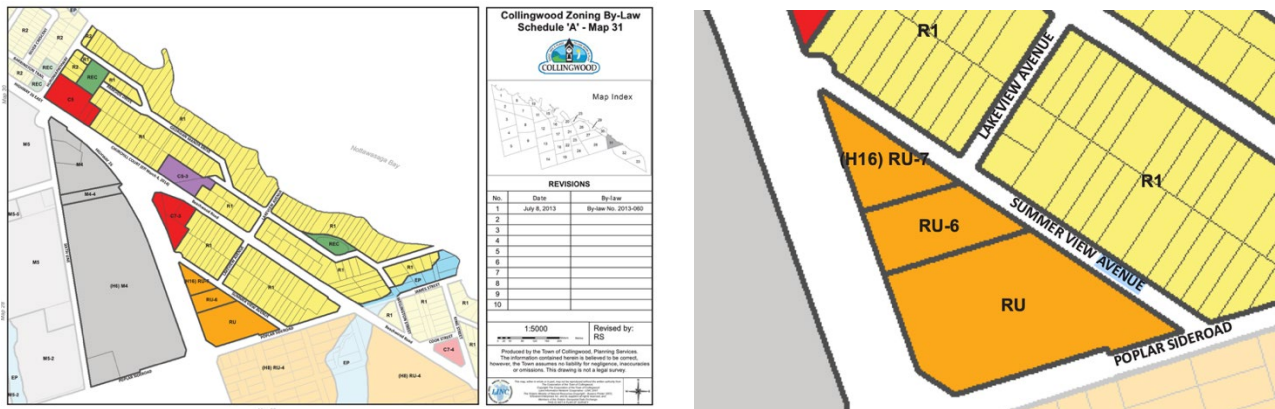
Area 4 – 80 Summer View Avenue – Part of Lot 40, Concession 6 on which a 'Motor Vehicle Repair Garage' is a permitted use. Additionally, Area Specific Policy - Area 4, also permits a single-detached dwelling subject mitigation measures being put in place as per the Town Zoning By-law. It is noted the Subject lands are zoned with two separate zones, the RU-6 Zone which permits the Motor Vehicle Repair Garage and the (H16) RU-7 Zone which permits a single-detached dwelling subject to two (2) mitigating measures/conditions.

Based on the Area Specific Policies of Area 4 which permits a Motor Vehicle Repair Garage Use on the entire property the proposed Zoning By-law Amendment to rezone a portion of the Subject Lands from the (H16) RU-7 Zone to the RU-6 Zone to permit a Motor Vehicle Repair Garage use, conforms to the Town of Collingwood Official Plan.

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**5. TOWN OF COLLINGWOOD ZONING BY-LAW No. 2010-040, as amended, Consolidated 2025:**

Schedule 'A' - Map 31:



The subject lands consist of two (2) land use Zones being the Rural Exception Six – RU-6 Zone and the Holding 16 Rural Exception 7 (H16) RU-7 Zone.

**Section 1.0 Administration**

**1.1 Title**

This Zoning By-law is and shall be known as the “Collingwood Zoning By-law”.

## 1.2 Application

This Zoning By-law shall apply to all lands that are located within the geographic and municipal boundaries of the Town of Collingwood, and without limiting the foregoing, includes any land located under water.

## 1.3 Scope

No land shall be used and no building shall be erected, located, altered, or used within the Town of Collingwood except in conformity with the provisions of this Zoning By-law.

## 1.4 Validity

Should any section, clause, provision or schedule of this Zoning By-law be held by a court of competent jurisdiction to be invalid, it is intended that the remainder of the Zoning By-law shall be considered as remaining in full force and effect.

## 1.5 Effective Date

This Zoning By-law shall take effect and shall come into force on the date is passed subject to the provisions of the *Planning Act*.

## 1.6 Conformity to Official Plans

This Zoning By-law and any amendments thereto, shall be in conformity with the Official Plans of the County of Simcoe and the Town of Collingwood.

## Section 2.0 Zone Classifications

<u>Greenbelt Zones</u>	<u>Symbols</u>
Environmental Protection	EP
Recreation	REC
Rural	RU

## 2.5 “H” symbol - Holding Zones

The symbol “H” preceding a zone classification signifies that a holding by-law is in force and that further development is being held until Council is satisfied that certain conditions are complete or have been otherwise satisfied. To remove a holding symbol “H”, it is necessary to amend this Zoning By-law.

### Table 2.5.5.1 Holding Zone Conditions

Holding Zone:

H16

- That it be demonstrated through appropriate soil tests that the land is suitable for residential development, if required.

- That a 1.8 metre high fence be erected for screening purposes from the existing motor vehicle repair garage. This fence is to be located along the entire length of the zone boundary that separates the RU-6 zone from the RU-7 zone.

### **Section 3.0 Defined Terms**

#### **Motor Vehicle Repair Garage**

The use of land or building for establishments primarily engaged in providing a range of mechanical and electrical repair and maintenance services for motor vehicles, such as engine repair and maintenance, exhaust system replacement, transmission repair, electrical system repair and body work.

**Setback:** The horizontal distance, uncovered and unoccupied from the ground to the sky, as may be required by the provisions of this Zoning By-law.

### **Section 4.0 General Provisions**

#### **4.3 Sign By-law**

4.3.1 This Zoning By-law shall not apply to prevent signs lawfully erected in accordance with the sign by-laws of the Town of Collingwood.

#### **4.14 Multiple Zones on a Lot**

4.14.1 Where a lot is separated into more than one zone, or exception zone, each separately zoned portion of the lot shall be used in accordance to the zone provisions applicable to that portion.

4.14.2 The boundaries between multiple zones, or exception zones, shall be considered to be lot lines for the purpose of determining conformity with the Zoning By-law.

### **Section 5.0 Parking and Loading Provisions**

#### **5.1 Parking and Loading Provisions**

5.1.1 Unless provided elsewhere in this Zoning By-law, no person shall use any land or erect or use any building except in conformity with the provisions of this section, in addition with all other applicable sections and provisions of this Zoning By-law. In this section, the abbreviation “GFA” shall mean gross floor area and “GLA” shall mean gross leasable area.

#### **5.2 General Parking Requirements**

5.2.3 Unless provided elsewhere in this Zoning By-law, where any lot, building

or use is altered or constructed resulting in the requirement for additional parking spaces or bicycle spaces, then such additional required parking spaces or bicycle spaces shall be provided.

5.2.5 In all zones, except a Residential zone classification, any portion of a parking area, excluding an entrance, shall have a required setback to a street or highway of a minimum of 3.0 m that shall be reserved for a buffer area.

### 5.3 Entrance Widths

#### 5.3.1 Residential Entrance Widths

#### 5.3.2 Non-Residential Entrance Widths

5.3.2.1 Lands zoned EP or RU shall have an entrance width of a minimum of 3.0 m to a maximum of 7.5 m.

### 5.8 Parking Space Sizes

5.8.1 Parking spaces, other than delivery or loading spaces, shall have minimum sizes in accordance with Table 5.8.1.1, entitled Parking Space Size.

**Table 5.8.1.1 Parking Space Sizes**

#### Required Parking Space Sizes:

Type of Parking Space	Minimum Width	Minimum Length
Perpendicular	2.8 m	6.0 m
Parallel	2.8 m	7.0 m
Angled	2.8 m	7.0 m
Queuing	2.8 m	6.0 m
Accessible, Perpendicular	4.5 m	6.0 m
Accessible, Parallel or Angled	4.5 m	7.0 m

### 5.9 Delivery Space Regulations

5.9.1 The minimum number of required delivery spaces shall be in accordance with Table 5.9.1.1, entitled Required Number of Delivery Spaces.

**Table 5.9.1.1 Required Number of Delivery Spaces**

#### Uses Number of Delivery Spaces Required

Hotel or Motel	1 space per 150 suites
Hospital or School	1 space
Any other main building in	

a Commercial, Industrial  
or Community Services  
Zone

1 space for any building between 460 m<sup>2</sup> of  
GFA and 2500 m<sup>2</sup> of GFA.

Any building larger than 2500 m<sup>2</sup> of GFA is automatically subject to Section 5.10 entitled  
Loading Space Regulations

5.9.2 A delivery space shall be a minimum of 3.5 m in width, 7.5 m in length,  
and a minimum vertical clearance of 3.0 m.

5.9.3 A delivery space shall have a required setback to any street or highway  
of a minimum of 6.0 m.

### 5.11 Accessible Parking

5.11.1 The minimum number of required accessible parking spaces shall be in  
accordance with Table 5.11.1.1 entitled Required Number of Accessible  
Spaces.

**Table 5.11.1.1 Required Number of Accessible Parking Spaces**

#### Required Accessible Parking Spaces:

Total Number of Parking Spaces Required	Number of Accessible Parking Spaces Required
--	--

1 to 25 spaces	Minimum of 1 space
26 to 50 spaces	Minimum of 2 spaces
51 to 100 spaces	Minimum of 3 spaces
Over 100 spaces	2% of the total required parking spaces

5.11.2 Parking spaces for the disabled shall be included as part of the total  
calculation of required parking spaces for any lot, building or use.

### 5.13 Bicycle Space Requirements

5.13.1 The minimum number of required bicycle spaces for residential and non-  
residential uses shall be in accordance with Table 5.13.1.1, entitled  
Required Number of Bicycle Spaces.

**Table 5.13.1 Required Number of Bicycle Spaces**

Type of Use	Number of Bicycle Spaces required
All other non-residential buildings	10 % of the required parking spaces for motor vehicles but in no case shall the required bicycle spaces be less than 4

## 5.15 Parking Space Requirements

5.15. Unless provided elsewhere in this Zoning By-law, the minimum number of required parking spaces for uses, other than those on lands in a C1 zone classification, shall be in accordance with Table 5.15.1.1, entitled Required Parking Spaces.

**Table 5.15.1.1 Required Parking Spaces**

Type of Use	Parking Space Ratio
All other non-residential uses not specified above	3 spaces per 100 m2 GFA

### Analysis:

## 5.9 Delivery Space Regulations

**Table 5.9.1.1 Required Number of Delivery Spaces**

Uses	Number of Delivery Spaces Required
Any other main building in a Commercial, Industrial Community Services Zone	1 space for any building between 460 m2 of GFA and 2500 m2 of GFA

Required number of Delivery spaces: 870 m2 GFA: 1 Delivery space is required.

## 5.11 Accessible Parking

**Table 5.11.1.1 Required Number of Accessible Parking Spaces**

Total Number of Parking Spaces Required	Number of Accessible Parking Spaces Required
26 to 50 spaces	Minimum of 2 Accessible parking spaces are required.

## 5.13 Bicycle Space Requirements

**Table 5.13.1.1 Required Number of Bicycle Spaces**

Type of Use	Number of Bicycle Spaces required
All other non-residential buildings.	10 % of the required parking spaces for motor vehicles <u>but in no case shall the</u>

required bicycle spaces be less than 4.

Required parking spaces is 26 parking spaces x 10% = 2.6 Bicycle Spaces therefore, the minimum of 4 Bicycle spaces is required.

### Table 5.15.1.1 Required Parking Spaces

Building A: 387.03 m<sup>2</sup> gfa divided by 100 m<sup>2</sup> = 3.87 x three (3 spaces) = 11.6 rounded up to 12 parking spaces.

Building B: 531 m<sup>2</sup> gfa divided by 100 m<sup>2</sup> = 5.31 x three (3 spaces) = 15.93 parking spaces rounded up to 16 parking spaces.

Required parking spaces for building gfa: 28 vehicle parking spaces are required.

## 9.5 COMMUNITY SERVICES, ENVIRONMENTAL PROTECTION, RECREATION, AND EXCEPTION ZONES

### 1. RURAL EXCEPTION SIX – RU-6 ZONE

Uses shall be limited to a motor vehicle repair garage.

The following zoning exceptions shall apply;

Proposed Provision Modification

Minimum lot area:	4,000 m <sup>2</sup>	
Minimum lot frontage:	70.0 m	
Maximum gross floor area:	447 m <sup>2</sup>	*proposed 870 m <sup>2</sup>
Minimum front and exterior side yard:	12.0 m	
Minimum interior side yard:	10.0 m	
Required setback abutting		
Highway No. 26 Re-alignment:	14.0 m	
Maximum lot coverage:	40%	
Minimum landscaped open space:	10%	
Maximum height:	10.0 m	

### RURAL EXCEPTION SEVEN – RU-7 ZONE

Uses shall be limited to a detached dwelling.

The following zoning exceptions shall apply;

Minimum lot area:	5,000 m <sup>2</sup>	*proposed 3,250 m <sup>2</sup>
Minimum lot frontage:	100.0 m	
Minimum front and exterior side yard:	8.0 m	
Minimum interior side yard: 1	10.0 m	
Required yard abutting		
Highway No. 26 Re-alignment:	14.0 m	
Maximum lot coverage:	15%	

Maximum height: 10.0 m

The minimum interior side yard for a detached accessory building shall be 1.2 m.

Holding Zone:

- H16
- That it be demonstrated through appropriate soil tests that the Land is suitable for residential development, if required.
  - That a 1.8-metre-high fence be erected for screening purposes from the existing motor vehicle repair garage. This fence is to be located along the entire length of the zone boundary that separates the RU-6 zone from the RU-7 zone.

## 6. NOTTAWASAGA VALLEY CONSERVATION AUTHORITY (NVCA):

Interactive mapping:



As can be seen by the interactive mapping above, the Subject Lands are within the Nottawasaga Valley Conservation Authority (NVCA) Watershed Area, however, are not within the 'Regulated Area'. As such it is anticipated formal comments from the NVCA will confirm this to be true and no Permit is expected to be required as part of the Zoning By-law Amendment and proposed Site Plan Control site works.

### SUMMARY:

It is this planner's professional opinion the proposed Zoning By-law Amendment and Site Plan Control applications for the Subject Lands :

1. have had regard to the *Planning Act*,
2. are consistent with the 2024 Provincial Planning Statement (2024 PPS),

3. conforms to the County of Simcoe Official Plan (CSOP Consolidated February 2023),
4. conforms to the Town of Collingwood Official Plan (TCOP) September 24, 2024,  
(subject to site specific appeals),
5. comply to the Town of Collingwood Zoning By-law No. 2010-040, as  
amended (TCZBL), and
6. is not within the Regulated Area of the Nottawasaga Valley Conservation Authority  
(NVCA).

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**RECOMMENDATION:**

It is this planner's recommendation that the proposed Zoning By-law Amendment and Site Plan Control applications be considered favorably by the Council for the Town of Collingwood and be approved by By-law.

Respectfully submitted,

Gordon H. Russell, MCIP, RPP,  
Land Use Planner,  
G. H. Russell Planning and Development  
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Tiny, ON, L0L 1P1  
[gord.russell@rogers.com](mailto:gord.russell@rogers.com)  
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## **APPENDIX 'D'**

### **DRAFT ZONING BY-LAW AMENDMENT**

**BY-LAW NO. 2026 - \_\_\_\_\_**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**

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BEING A BY-LAW UNDER THE PROVISION OF SECTION 34 OF THE  
*PLANNING ACT*, R.S.O. 1990, c.P.13, AS AMENDED

---

**WHEREAS** Section 34 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, permits a Council to pass a by-law prohibiting the uses of land, buildings or structures within defined area or areas;

**AND WHEREAS** Collingwood Zoning By-law No. 2010-40 is the governing By-law of the Corporation of the Town of Collingwood and such was finally passed by the Council of the Town of Collingwood on April 12<sup>th</sup>, 2010; and

**AND WHEREAS** the Council of the Corporation of the Town of Collingwood has deemed it advisable to amend Collingwood Zoning By-law No. 2010-40.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:**

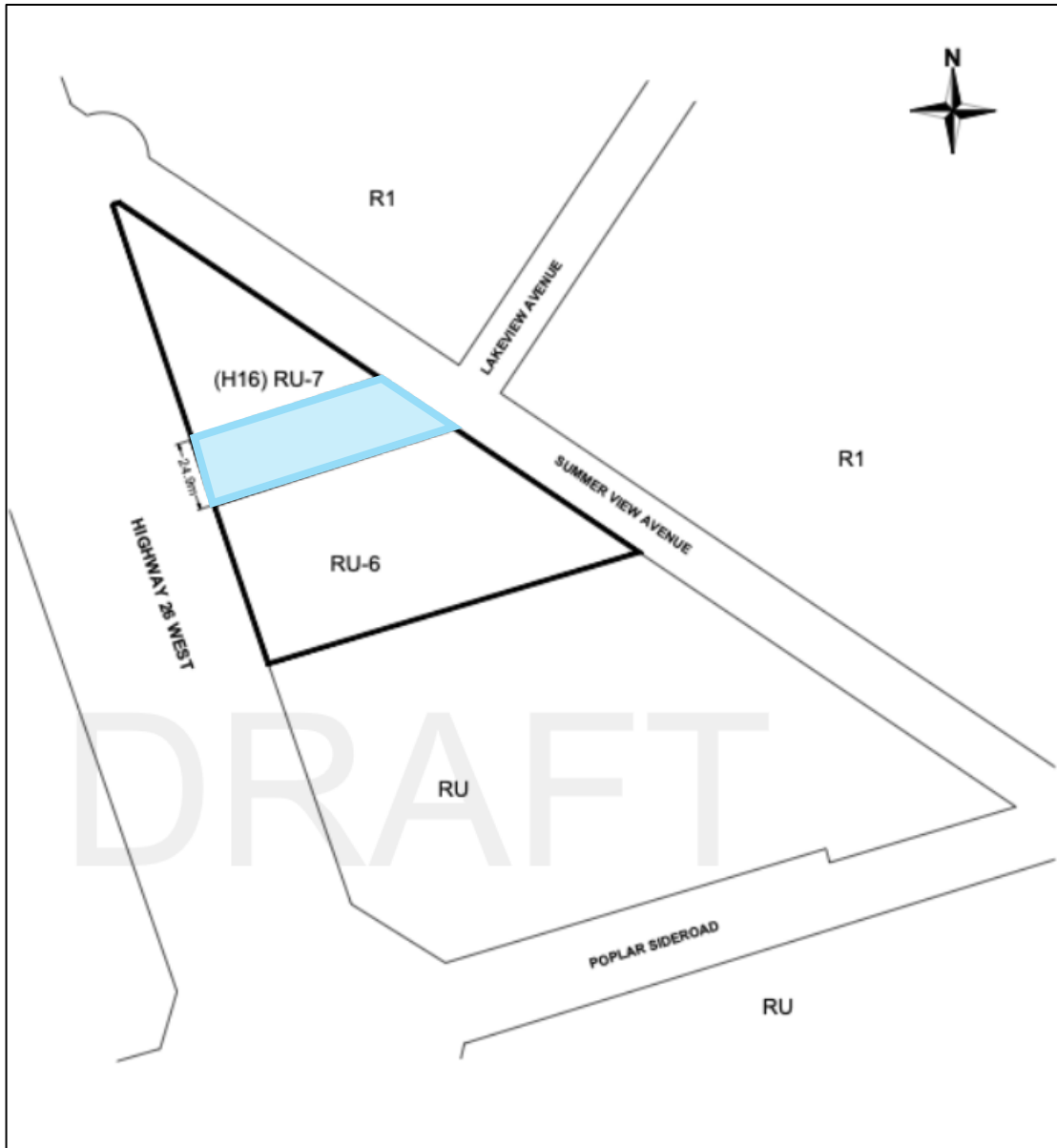
1. **THAT** Schedule 'A' – Map 31 of Collingwood Zoning By-law No. 2010-40, as amended, is hereby further amended as it pertains to lands shown more particularly on Schedule 'A', affixed hereto and forming part of this By-law, by re-zoning a portion of said lands from the Holding 16 Rural Exception 7 (H-16 RU-7) Zone to the Rural Exception 6 (RU-6) Zone and modifying the Maximum Gross Floor Area provisions of the Rural Exception 6 (RU-6) Zone and the Minimum Lot Area Provision of the Rural Exception 7 (RU-7) Zone.
2. Notwithstanding the provisions of Section 9.5, the maximum gross floor area shall be 870.0m<sup>2</sup> on those lands zoned RU-6.
3. Notwithstanding the provisions of Section 9.5, the minimum lot area shall be 3,250.0 m<sup>2</sup> on those lands zoned RU-7.
4. **THAT** Zoning By-law 2010-40 is hereby amended to give effect to the foregoing, but Collingwood Zoning By-law No. 2010-40 shall in all other respects remain of full force and effect.

**ENACTED AND PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

# Schedule 'A' to By-law 2026- \_\_\_\_



 Lands to be Re-Zoned from  
(H-16) RU-7 to RU-6