

Summary of Key Changes for Quick-Wins Housing-Focused Zoning By-law Amendment

Zoning Provision Changes	Current Provisions	Explanatory Notes
<p>Adding definition of Additional Residential Unit (ARU)</p> <p>* Requires a modification to the new Adopted 2023 Official Plan.</p>	<p>No definition for Additional Residential Unit (ARU). Current terms for ARUs are many and include “Accessory Apartment”, “Coach House”, “Garden Suite”, “Second Unit” and “Duplex”</p>	<p>Replace the definitions of “Accessory Apartment”, “Coach House”, “Garden Suite”, “Second Unit” and “Duplex” terms with Additional Residential Unit (ARU).</p> <p>New definition: Shall mean a self-contained residential dwelling unit, complete with a separate kitchen and bathroom facilities located within, and ancillary to, an existing dwelling. Additional Residential Units may be located within the dwelling or within an accessory building or structure on the same lot. Accessory apartments, second units, coach houses, garden suites, and duplex dwelling units are all considered as Additional Residential Units.</p> <p>Rationale: Simplify and ensure the same provisions apply to all ARU formats</p>
<p>Delete definitions for Accessory Apartment, Second Unit, Coach House, Garden Suite, and Duplex</p>	<p>Various definitions</p>	<p>See above</p>
<p>Change Zoning Rules for Additional Residential Units (ARUs)</p> <p>* Requires a modification to the new Adopted Official Plan.</p>	<p>Current provisions allow one Accessory Apartment or Second Unit on residential properties.</p> <p>Accessory Apartments shall be 40% of the gross floor area of the single detached dwelling or semi-detached dwelling.</p>	<p>Allow three (3) Additional Residential Units permitted per lot, up to a maximum of four (4) dwelling units in total per residential lot.</p> <p>Establish new provisions for ARUs within the main building and ARUs within detached accessory structures.</p> <p>Eliminate size maximums for both detached and attached ARUs and regulate through setbacks, height, and lot coverage.</p>

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	<p>Second Units shall range in size from a maximum of 75 sq.m. but shall not exceed 40% of the gross floor area of the single detached dwelling nor any other applicable lot coverage provisions for single detached dwelling and detached accessory buildings.</p>	<p>Size limitations are proposed to be eliminated and ARUs will be regulated through setbacks, height and lot coverage. This approach aligns with the best practices for gentle density released by <a href="#">CMHC and Small Housing BC</a></p> <p>A maximum of two (2) accessory buildings or structures containing an ARUs may be permitted per lot.</p> <p>An accessory building or structure shall contain a maximum of two (2) ARUs.</p> <p>An accessory building or structure containing an ARU shall be included when calculating the maximum 15% lot coverage for accessory buildings and structures.</p> <p>Both detached and attached ARUs are permitted within the R1, R2 and R3 zone.</p>
<p>Parking Requirements for Additional Residential Units</p>	<p>Accessory apartment/second unit requires a minimum of one parking space.</p>	<p>ARUs: 1 parking space for a single Additional Residential Unit. 1 additional parking space total for a second and third Additional Residential Unit.</p>
<p>Parking Requirements for Apartments</p>	<p>Dwelling, apartment requires a minimum of 1 space per unit, plus an additional 0.25 spaces per unit for visitor parking</p>	<p>Apartment Dwelling: Minimum 0.5 parking spaces per dwelling unit plus an additional 0.25 spaces per unit for visitor parking.</p>
<p>Add required Bicycle Parking for apartment buildings.</p>	<p>No minimum bicycle parking for apartment dwellings currently.</p>	<p>Minimum 0.5 bicycle spaces per dwelling unit to a total maximum of 20 bicycle spaces.</p>



EXPLANATORY NOTE  
TO THE CORPORATION OF THE TOWN OF COLLINGWOOD  
DRAFT BY-LAW No. 2024-XXX

DRAFT By-law No. 2024-XXX ("the Zoning By-law Amendment") 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, buildings or structure for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas.

The purpose and effect of the proposed Zoning By-law Amendment is to amend the zoning provisions Town-wide to permit four dwelling units per serviced residential lot and reduce minimum parking requirements for Additional Residential Units (ARUs) and apartment buildings, subject to the terms and provisions outlined herein.

This By-law will be in conformity with the adopted 2023 Official Plan of the Town of Collingwood once the Plan is approved by the County of Simcoe and comes into effect and may be passed in accordance with Section 24(2) and (2.1) of the *Planning Act*.

DRAFT

**DRAFT BY-LAW No. 2024-XXX  
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 for or except for such purposes as may be set out in the by-law within the municipality or within a defined area or areas;

**AND WHEREAS** Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law that does not conform with the Official Plan but will conform with it when an amendment to the Official Plan comes into effect, in this case a newly adopted Official Plan;

**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 adopted a new 2023 Official Plan on December 11, 2023;

**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 adopted 2023 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 May 28<sup>th</sup>, 2024, [and that a further meeting is not considered necessary in order to proceed with this Amendment];

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

1. **THAT** Section 3.0 titled “Defined Terms” of the Collingwood Zoning By-law No. 2010-040, be amended by adding the following definitions:
  - i. *Additional Residential Unit: Shall mean a self-contained residential dwelling unit, complete with separate kitchen and bathrooms facilities located within, or ancillary to, an existing or planned dwelling. Additional Residential Units may be located within the dwelling or within an accessory building on the same lot. Accessory apartments, second units, coach houses, garden suites, and duplex units are all considered as Additional Residential Units.*
  - ii. *Dwelling: For the purposes of Additional Residential Units, a dwelling is a building that is permanently affixed to a foundation used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities, but shall not include any motor vehicle, recreational vehicle, a requirement home, a tent, or a short-term accommodation.*
2. **THAT** Section 3.0 titled “Defined Terms” be amended by changing the following definitions:

- i. Dwelling, Apartment: The whole of a building divided by common walls and common floors, or any combination of common walls and common floors, into five (5) or more separate dwelling units. Each dwelling unit shall have a separate and independent doorway directly to the exterior of the building by a combination of shared hallways, stairwells, passenger elevators and vestibules.

**3. THAT** Section 3.0 titled “Defined Terms” be amended by deleting the following definitions:

- i. Accessory Apartment: An independent and accessory secondary dwelling unit that is located within a dwelling unit.
- ii. Second Unit: An independent, self-contained and accessory secondary dwelling unit that is located within a detached structure accessory to a single detached dwelling unit.
- iii. Coach House: A type of second unit, consisting of one storey, located either above or attached to a detached accessory garage.
- iv. Garden Suite: A type of second unit, consisting of one storey, located within and occupying wholly, a detached accessory building.
- v. Dwelling, Duplex: The whole of a building divided horizontally by common floors into two (2) separate dwelling units, and each of which having a separate and independent doorways directly to the exterior of the building.

**4. THAT** the Section 4.33 be amended by adding the following provision:

*Section 4.33.12 Notwithstanding 4.33 in its entirety, where a detached accessory building contains one or more Additional Residential Units, the provisions of Section 4.40.2 shall apply.*

**5. THAT** the Collingwood Zoning By-law 2010-040 be amended to replace all of the existing phrases “Accessory Apartment” and “Second Unit” with the phrase “Additional Residential Unit”, except where these phrases occur in Section 3.0 Defined Terms or any site-specific Exception Zone.

**6. THAT** Section 4.40 be amended by deleting in its entirety and replacing with the following:

4.40 Additional Residential Units

4.40.1 Additional Residential Units within an Existing or Planned Dwelling:

4.40.1.1 *An Additional Residential Unit is a permitted use within a single detached unit, semi-detached dwelling unit, or townhouse dwelling unit on residentially zoned lots in accordance with Table 6.3.1.1 and Table 6.3.1.2 and the following provisions.*

4.40.1.2 *An Additional Residential Unit shall be located on the same lot as a dwelling and where that lot has frontage on an open and maintained road.*

4.40.1.3 *A maximum of three (3) Additional Residential Units are permitted per lot up to a maximum of four (4) residential units in total.*

4.40.1.4 An Additional Residential Unit shall have an independent and direct access to the exterior of the dwelling but may have a shared hallway with the main building.

4.40.1.5 An Additional Residential Unit shall only be permitted within a dwelling that is or will be connected to both a municipal water supply and municipal sanitary sewer.

4.40.1.6 An Additional Residential Unit may be permitted on a lot where a municipal water supply system and/or municipal sanitary sewer are unavailable, provided that it can be demonstrated to the satisfaction of the Town that the applicable provisions of the Ontario Building Code are met.

4.40.1.7 Where Additional Residential Units are proposed within the Rural Zone, they shall be in compliance with the minimum distance separation formulae.

4.40.2 Additional Residential Units within Accessory Buildings

4.40.2.1 An Additional Residential Unit located within an accessory building on a lot that contains a single-detached dwelling unit, semi-detached dwelling unit, or townhouse dwelling unit, is a permitted use on a residentially zoned property in accordance with Table 6.1.2.1.

4.40.2.2 Notwithstanding Section 4.33, an accessory building containing an Additional Residential Unit is subject to the following development standards.

Table 4.40.2.2.1

<i>Development Standard</i>	<i>Requirement</i>
<i>Maximum Building Height</i>	<i>7.5 metres or the height of the principal building on site, whichever is less.</i>  <i>* Maximum building height shall not exceed the height of the principal building</i>
<i>Minimum Front Yard Setback</i>	<i>6 m but shall not be closer to the front lot line than the main building.</i>
<i>Minimum Interior Side Yard Setback</i>	<i>1.5 metres</i>
<i>Minimum Exterior Side Yard Setback</i>	<i>3 metres</i>
<i>Minimum Rear Yard Setback</i>	<i>1.5 metres</i>

4.40.2.3 An Additional Residential Unit located within an accessory building shall be located on the same lot as a main building and where that lot has frontage on an open and maintained road.

4.40.2.4 An Additional Residential Unit may be located within or attached to an accessory building, provided the accessory building or structure complies with minimum setback requirements contained in Table 4.40.12.1.

4.40.2.5 A maximum of two (2) accessory buildings containing an Additional Residential Unit may be permitted per lot.

- 4.40.2.6 An accessory building shall contain a maximum of two (2) Additional Residential Units.
- 4.40.2.7 An accessory building containing an Additional Residential Unit shall be included when calculating the maximum 15% lot coverage for accessory buildings and structures.
- 4.40.2.8 An Additional Residential Unit shall only be permitted within an accessory building that is or will be connected to both a municipal water supply and municipal sanitary sewer.
- 4.40.2.9 An Additional Residential Unit may be permitted within an accessory building where a municipal water supply system and/or municipal sanitary sewer are unavailable, provided that it can be demonstrated to the satisfaction of the Town that the applicable provisions of the Ontario Building Code are met.
- 4.40.2.10 Where Additional Residential Units are proposed within the Rural Zone, they shall be in compliance with the minimum distance separation formulae.

5 **THAT** Section 6.1 Table 6.1.2.1 Residential Permitted Uses is hereby amended as follows:

<b>Uses</b>	<b>Zones</b>			
	<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>
<i>Additional Residential Unit</i>	✓	✓	✓	
<i>Apartment</i>			✓ (b)	✓ (b)
<i>Group or Cluster</i>			✓	✓
<i>Single-Detached</i>	✓ (a)	✓	✓	
<i>Semi-Detached</i>		✓	✓	
<i>Townhouse</i>			✓	
<i>Senior Citizen Housing</i>			✓ (b)	✓ (b)
<i>Retirement Home</i>			✓ (b)	✓ (b)
<i>Boarding Home</i>		✓ (c)	✓ (c)	
<i>Nursing Facility</i>			✓ (b)	✓ (b)
<i>Community Garden</i>	✓	✓	✓	✓

6 **THAT** Section 6.3 Table 6.3.1.1 Residential First Density (R1) and Residential Second Density (R2) Zone Provisions and Table 6.3.1.2 Residential Third Density (R3) Provisions is hereby amended by deleting the “Duplex” Use and all associated provisions;

7 **THAT** Section 5.15 Table 5.15.1.1 Required Parking Spaces is hereby amended as follows:

<b>Type of Use</b>	<b>Parking Space Ratio</b>
<i>Additional Residential Unit</i>	<i>1 parking space for a single Additional Residential Unit. 1 additional parking space total for a second Additional Residential Unit. No additional parking space for a third Additional Residential Unit.</i>

<i>Apartment Dwelling</i>	<i>Minimum 0.5 parking spaces per dwelling unit plus an additional 0.25 spaces per unit for visitor parking.</i>
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**8** THAT Section 5.13, Table 5.13.1.1 Required Number of Bicycle Spaces in Collingwood Zoning By-law 2010-040 is hereby amended as follows:

<b><i>Type of Use</i></b>	<b><i>Number of Bicycle Spaces Required</i></b>
<i>Apartment Dwelling</i>	<i>0.5 bicycle spaces per dwelling unit to a total maximum of 20 bicycle spaces</i>

**9** THAT Section 5.3.1.3 and Section 5.6.3 in Collingwood Zoning By-law No. 2010-040 is hereby amended by replacing the phrases “Accessory Apartment” and “Second Unit” with “Additional Residential Unit”.

**10** THAT Section 4.43.3, Section 5.2.7, Section 5.3.1.1, Section 5.4.3, Section 5.6.1, Section 5.6.2, Section 5.15 Table 5.15.1.1 are hereby amended by deleting the phrase “Duplex Dwelling”.

**11** 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.

**12** 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, subject to the adopted 2023 Official Plan for the Town of Collingwood coming into force pursuant to Section 24(2) of the Planning Act, R.S.O. 1990, c P.13, as amended, 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 \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

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MAYOR

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CLERK