Planning Justification Report

1880 8th Line, Township of Selwyn
County of Peterborough

Zoning By-law Amendment Application

D.M. Wills Project Number 26-11233



D.M. Wills Associates Limited
Partners in Engineering, Planning and
Environmental Services
Peterborough

October 2026

Prepared for: 2026243 Ontario Limited
c/o Michael Meyer

WILLS

Table of Contents

1.0 Introduction and Objectives 1
1.1 Zoning By-law Amendment Objectives 1
1.2 Purpose of Planning Justification Report 1
2.0 Property Description 1
2.1 Property Location 1
2.2 Existing Development & Surrounding Land Uses 3
2.3 Proposed Development 5
3.0 Project Background 7
3.1 Pre-consultation Record 7
4.0 Supporting Technical Studies 7
4.1 Archaeological Assessment 7
5.0 Policy Framework 8
5.1 Provincial 8
5.1.1 Provincial Planning Statement, 2024 8
5.2 Municipal 9
5.2.1 Peterborough County Official Plan, 2026 9
5.2.2 Township of Selwyn Comprehensive Zoning By-law No. 2009-21 15
6.0 Planning Rationale 26
7.0 Proposed Zoning By-law Amendment 29
8.0 Closing 32

Figures

Figure 1 – Key Map 2
Figure 2 – Existing Development & Surrounding Land Uses 4
Figure 3 – Conceptual Site Plan 6
Figure 4 – Excerpt from Map Sel-7 of the County of Peterborough Official Plan 14
Figure 5 – Excerpt from Schedule 'A' Map 3 of the Township of Selwyn Zoning By-law No. 2009-021 25
Figure 6 – Proposed Zoning By-law Schedule 31

Appendices

Appendix A – Photographic Log
Appendix B – Pre-consultation Record

Summary of Revisions

Revision No.	Revision Title	Date of Release	Summary of Revisions
1	First Submission	October 2026	Original Submission

This report/proposal has been formatted considering the requirements of the Accessibility for Ontarians with Disabilities Act.

1.0 Introduction and Objectives

D.M. Wills Associates Limited (Wills) has been retained by 2026243 Ontario Limited c/o Michael Meyer (Proponent) to prepare this Planning Justification Report (PJR) in support of a Zoning By-law Amendment (ZBA) to establish a 'Landscaping Business' at 1880 8th Line, Township of Selwyn (Township), County of Peterborough (County).

1.1 Zoning By-law Amendment Objectives

The subject property is currently zoned 'Rural Exemption 254 (RU-254)' which does not permit the use of a 'landscaping business'; therefore, a ZBA is required to permit the use. A Landscaping Business is not defined in the Township's ZBL so a site-specific zone is required to outline the nature of the landscaping business and the proposed site alteration and development on the property. The ZBA will also carry forward the reduced lot frontage of 20 metres currently permitted in the RU-254 Zone. Ultimately, the proposed ZBA to a site-specific Commercial Zone (C1-XX) will be more consistent with the County Official Plan policies and provide site-specific regulations and standards for development of the Landscape Business.

1.2 Purpose of Planning Justification Report

The purpose of this report is to outline the nature of the proposed ZBA and evaluate the application in the context of provincial and municipal policy including the Provincial Planning Statement, 2024 (PPS), Peterborough County Official Plan, 2026 (COP), and the Township of Selwyn Zoning By-law Comprehensive No. 2009-021 (ZBL).

2.0 Property Description

2.1 Property Location

The subject property is municipally known as 1880 Eighth Line, and legally described as Part Lot 25, Concession 8, in the former geographic Township of Smith; now in the Township of Selwyn, County of Peterborough, herein referred to as the subject property. The subject property is located northwest of the intersection County Road 23 and County Road 18 (8th Line) and is located approximately 1.5 km west of the Village of Lakefield. Refer to **Figure 1 – Key Map** and **Appendix A – Photographic Log**.



KEY MAP

1880 8th Line Smith,
Township of Selwyn
County of Peterborough

Figure 1

Legend

Subject Property

Data Sources

County of Peterborough GIS

Meters

0 20 40 80 120 160

NAD1983 UTM ZONE 17N SCALE: 1:5,000

Created In:	ArcGIS Pro
Drawn By:	NB
Checked By:	AT
Map Date:	10/30/2026
Project Number:	11233

WILLS

D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

2.2 Existing Development & Surrounding Land Uses

The subject property has an area of approximately 2.8 hectares with a frontage of approximately 20 metres along 8th Line (County Road 18). The subject property has 10 interior lot lines making the lot irregularly shaped with a significant lot area while only having a small portion of frontage along the County Road. Overall, the subject property is currently undeveloped and predominantly consists of grass fields with various berms and tree lines throughout the property. The subject property is also serviced by a drilled well and an existing gravel entrance from 8th line (County Road 18).

The subject property is located within a Highway Commercial designated area located to the east of the intersection of County Road 18 and County Road 23. Lands immediately to the north consist of institutional (Peterborough Lakefield Mosque) and residential uses (single detached dwellings). Continuing further north lands consist of agricultural land including predominantly cropland and an unevaluated wetland.

Lands to the east also consist of low density residential development (single detached dwellings) along 8th Line and agricultural cropland or pasture.

Lands to the south and west consist of predominantly commercial uses including a Commercial Warehouse/Retail Store (Kingdon's Timber Mart) to the south, and a concrete forming and landscape supply business (Scott's Concrete) and an excavating company (CBD Transport & Excavating) to the west across County Road 23. Refer to **Figure 2 – Existing Development & Surrounding Land Uses**.



EXISTING DEVELOPMENT & SURROUNDING LAND USE

1880 8th Line Smith,
Township of Selwyn
County of Peterborough

Figure 2

Legend

Subject Property

Data Sources

County of Peterborough GIS

Meters

0 35 70 140 210 280

NAD1983 UTM ZONE 17N SCALE: 1:8,000

Created In:	ArcGIS Pro
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Project Number:	11233

WILLS

D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

2.3 Proposed Development

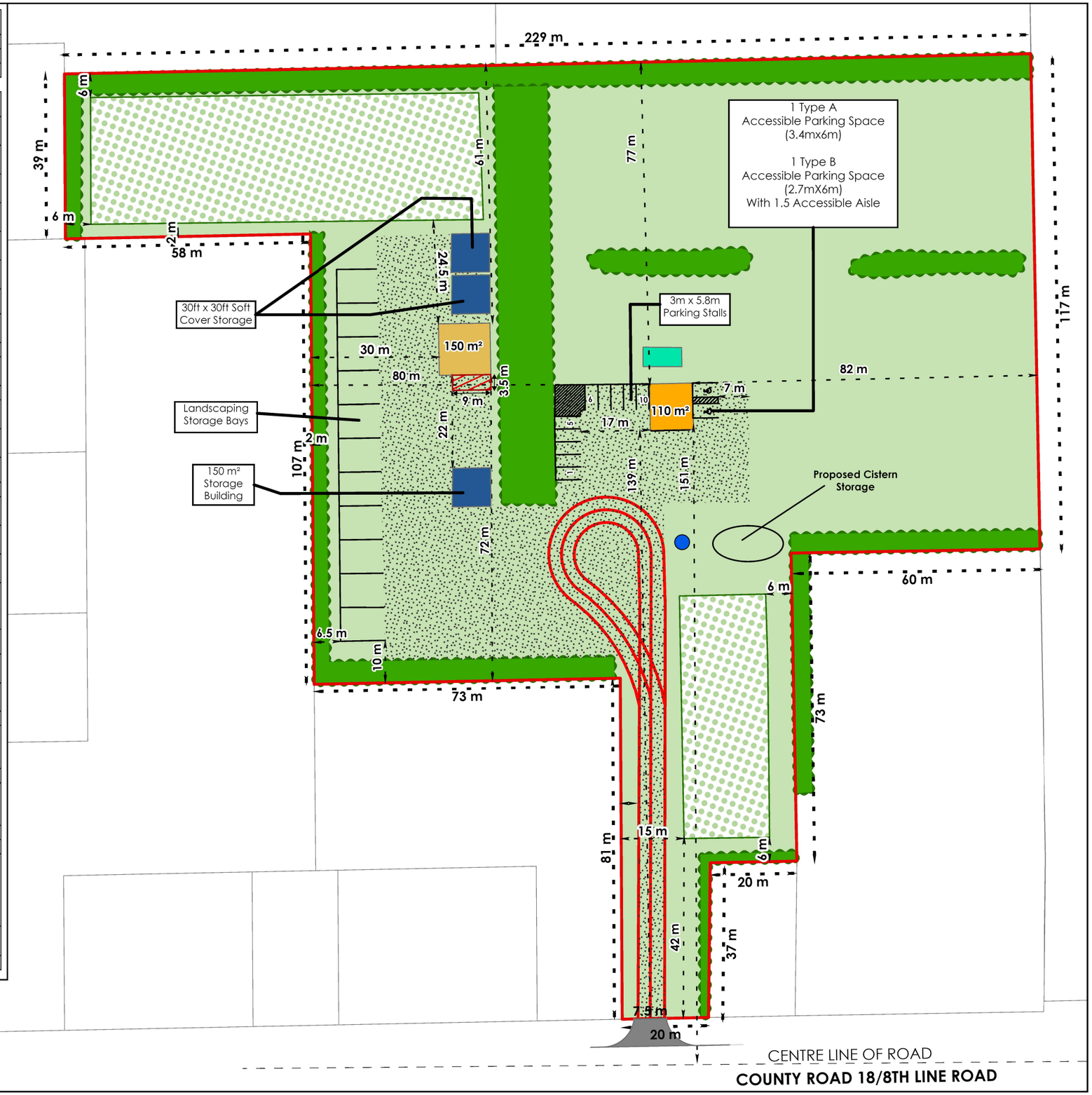
The proposed development includes the development of a 'Landscaping Business' on the subject property. The development includes construction of a workshop building, an accessory office building and landscape material storage containers. The office building is proposed to be approximately 110 m^2 and will include office space, a kitchenette and private bathroom facility for staff. The public may be on-site for consultation meetings to discuss the landscaping of their property, however, most of the meetings occur virtually or by phone call, resulting in limited to no members of the public being on site or in the office area.

The workshop is proposed to be approximately 150 m^2 and generally be used for equipment storage and maintenance as well as pre-construction of materials for transport to construction sites. There are also several containers or bunkers proposed that will store various landscaping materials, including aggregates, soil and mulch. The proposed development includes the grading of a large gravel yard where vehicles and equipment (i.e., trucks, tractors, skid-steers) will be operated to move material around the site and loading for transport to construction sites. Trees and shrubs will be planted in various locations throughout the site, including a dedicated nursery for the purposes of growing and maintaining different tree varieties that will be utilized in landscaping projects. The existing tree line and berms surrounding most of the property will provide sufficient buffering to the adjacent residential uses.

The proposed development also includes 15 parking spaces, inclusive of two barrier free parking spaces (1 Type A, 1 Type B) to accommodate approximately 12 employees on site in the office and working in the yard. One formal loading space is provided at the rear of the office for any deliveries, and the operations yard would operate as a loading/unloading zone as well. The subject property is currently serviced by a drilled well and will be supported by a cistern holding tank and septic system. Refer to **Figure 3 – Conceptual Site Plan.**

SITE STATISTICS CHART	
Address	1880 8th Line, Township of Selwyn
Existing Zone	Rural Exception Zone 254 (RU-254)
Proposed Zone	Highway Commercial Exception Zone (C1-XX)

REGULATIONS	REQUIRED (C1)	PROPOSED
Min. Lot Area (ha)	0.3	2.8
Min. Lot Frontage (m)	45	20
Min/Max. Lot Depth (m2)		
Max. Lot Coverage (%)	50	1
Min. Landscape Coverage (%)	10	43
Max. Building Height (m)	11	1 STOREY
SETBACKS (m) (WORKSHOP)		
Min. Front	15	Approx. 154
Min. Rear	12	61
Min. Interior side (e)	12	130
Min. Exterior side		
Min. Interior side (w)	12	30
Min. Centreline from Road	28	Approx. 154
OUTDOOR DISPLAY & STORAGE		
Min. Front	8 m	42
Max. Lot Coverage (%)	30	14
Min. Interior Side Yard Setback	6	6
Min. Rear Side Yard Setback	6	6
Min. Landscaping Strip/Fence Height (m)	1.8 m from finished grade	Existing Tree line / Landscaping Strip
ACCESSORY BUILDING (OFFICE)		
Min. Interior Side Yard (w)	3	30
Min. Interior Side Yard (e)	3	82
Min. Rear Yard	3	61
Min. Setback between Office & Workshop	2	37
Min. Height	6	1 storey
Min. Lot Coverage (%) All Accessory Structures	5	1.5
PARKING		
No. of Parking Spaces	12	15
Ratio of Parking	1 space for every employee working on the premises during the peak business period	1 space for every employee working on the premises during the peak business period
Dimension of Parking Spaces (m)	3 x 6	3 x 6
Min. Drive Aisle	7	7



CONCEPTUAL SITE PLAN

1880 8th Line(County Road 18)
Township of Selwyn
County of Peterborough

FIGURE 3

Legend

- Office
- Workshop
- Tree Nursery
- Proposed Gravel Driveway
- Proposed Paved Driveway Entrance
- Landscaping
- Proposed Septic System
- Proposed Loading Zone
- Landscaping Strip
- Existing Well
- Proposed Fire Route

Data Sources
Esri, HERE, Garmin, USGS, METI/NASA, NGA

County of Peterborough GIS

Meters
0 5 10 20 30 40

NAD1983 UTM ZONE 17N SCALE: 1:1,415

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D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

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3.0 Project Background

3.1 Pre-consultation Record

The property owner attended a Pre-consultation meeting on April 16, 2025, with the Township of Selwyn, County of Peterborough, and applicable agencies to discuss the proposed development on the subject property.

The County of Peterborough Public Works department outlined that a Site Entrance Assessment or Traffic Brief to evaluate the existing entrance would be required at the Site Plan Control stage of the development.

The Township Building & Planning Department provided that landscaping businesses have been considered as garden centres as permitted by the Highway Commercial zone. However, the subject property is not zoned Highway Commercial; therefore, a ZBA is required to permit the proposed use. Additional information was provided that the proposed use is consistent with the Official Plan policies given that the plan permits similar uses such as building supply outlets, commercial nurseries and greenhouses. It was also noted that the nurseries and plant propagation areas would be considered outside display and storage areas, and a Site Plan Approval (SPA) application will be required subsequent to the ZBA.

Otonabee Region Conservation Authority (ORCA) provided that the proposed development appeared to be consistent with Chapter 5 of the Provincial Planning Statement (PPS) and does not require an ORCA permit. A review of the Site Plan submitted with the ZBA application was requested.

4.0 Supporting Technical Studies

As provided in the Record of Pre-consultation dated April 16, 2025, the following technical studies were prepared in support of the proposed rezoning of the Subject property. A summary of each report is provided below.

4.1 Archaeological Assessment

A Stage 1 and 2 Archaeological Assessment was prepared by Ironstone Archaeology dated August 11, 2025, to document any archaeological resources on the property and to determine if the property contains archaeological resources requiring further assessment. The Stage 1 Study Area inspection and Stage 2 Archaeological Assessment of the study was conducted between July 29 and August 1, 2025.

The study area consisted of permanent pasture lands with high rock content, and as a result, the property was subject to a test-pit assessment. Soils observed were examined for stratigraphy, cultural features, or evidence of fill. A total of 88.3% of the study area was assessed by test-pit at 5 m intervals with the remaining areas found to be previously disturbed by construction activities. These areas were test-pitted at 10 m intervals to confirm subsurface disturbance.

The assessment resulted in the identification and documentation of no archaeological resources. Therefore, no further archaeological assessment of the Study Area is required. The Archaeological Assessment Report has been registered with the Ministry of Citizenship and Multiculturalism.

5.0 Policy Framework

The following provincial and municipal land use policy documents contain policies that relate to the proposed ZBA and future development of the subject property. The policy documents include the Provincial Planning Statement, 2024 (PPS), Peterborough County Official Plan, 2026 (COP), and the Township of Selwyn Comprehensive Zoning By-law No. 2009-021 (ZBL).

5.1 Provincial

5.1.1 Provincial Planning Statement, 2024

The 2024 Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the Planning Act requires that decisions affecting planning matters "shall be consistent with" policy statements issued under the Act.

2.5 Rural Areas in Municipalities

1. *Healthy, integrated and viable rural areas should be supported by:*

    a. building upon rural character, and leveraging rural amenities and assets;

    e. promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;

2. *In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.*
3. *When directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.*

    Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.

2.6 Rural Lands in Municipalities

1. *On rural lands located in municipalities, permitted uses are:*

    g. other rural land uses.

2. *Development that can be sustained by rural service levels should be promoted.*

3. *Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.*

3.6 Sewage, Water and Stormwater

Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual onsite sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts

4.6 Cultural Heritage and Archaeology

1. *Protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved.*
2. *Planning authorities shall not permit development and site alteration on lands containing archaeological resources or areas of archaeological potential unless the significant archaeological resources have been conserved.*

5.2 Municipal

5.2.1 Peterborough County Official Plan, 2026

The subject property is designated 'Commercial' on 'Map – SEL 7' of the County of Peterborough Official Plan (NCOP). Refer to **Figure 5 – Except from Map SEL 7 of the Peterborough County Official Plan**. Relevant policies from the NCOP are as follows:

3.7 Non-Residential Development Criteria

In considering new non-residential development, the local Municipality and/or approval authority shall have regard to the following criteria:

1. *Generally, new non-residential development will be directed to settlement areas. Where new development is proposed outside of a settlement area, the proponent will provide justification for the proposed location.*
2. *All new development must have frontage on and direct access to a public road and must meet the requirements of the road authority having jurisdiction, unless specified otherwise.*
3. *Adequate off-street vehicle loading and parking spaces shall be provided. Access points to parking and loading areas shall be limited in number and designed to minimize danger to vehicular and pedestrian traffic.*
4. *Buffering, screening and any applicable separation distance shall be provided in accordance with the relevant section(s) of this Plan and the implementing Zoning By-Law, to ensure that any negative impacts on or from adjoining lands are mitigated.*
5. *New uses and development shall be in keeping with the existing size and type of development in the surrounding area. Proposals which conflict with surrounding*

uses shall not be permitted unless the applicant can demonstrate to the satisfaction of the local Municipality and/or County that the concerns can be overcome, or minimized and mitigated in accordance with applicable standards.

6. *No use shall be permitted which is an obnoxious trade, business or manufacture under the Health Protection and Promotion Act and the Environmental Protection Act or which is obnoxious by reason of the emission of odour, dust, smoke, noise or vibrations.*
7. *The use shall not be located within the Agriculture designation and should not negatively impact on any nearby agricultural operation. Where deemed necessary, the local Municipality and/or the County may require an Agricultural Impact Assessment to be completed to assess potential impacts from development on agriculture and recommend measures to avoid and mitigate impacts on the agricultural system. An Agricultural Impact Assessment will be completed by a qualified professional and is to be done in accordance with Provincial guidelines.*
8. *Where appropriate, the proponent will be required to prepare a servicing options report in accordance with Section 10.3.3 for the purpose of determining the preferred servicing alternative for the proposed development.*
9. *If a private water supply is proposed, an adequate and potable water supply shall be available and permitted uses will be limited to those of a dry nature, with water being only necessary for the domestic use of employees. Where higher levels of water usage are anticipated, or when deemed necessary by the local Municipality, a hydrogeological study in accordance with Section 10.3.3 will be required which addresses the adequacy of the water supply.*
10. *All private water supply and sewage disposal systems shall satisfy the requirements of the applicable approval agency, or the Province.*
11. *All new development shall meet the requirements of the implementing Zoning By-Law. Where appropriate, the development may also be subject to site plan control.*
12. *The encroachment of sensitive land uses and industrial uses on one another is discouraged. A separation distance in accordance with Provincial guidelines will be incorporated between sensitive uses and industrial uses or other facilities that by their nature are incompatible with sensitive uses.*

    In accordance with the Provincial D-series guidelines, the following minimum separation distances between industrial land uses and sensitive land uses should be provided:

    Class 1 Industrial Facility -- 20 metres

3.9 Compatibility

The goal of this section is ensure that new land uses and new developments are compatible with existing uses and built form, although there may be other policies throughout this Plan that also address land use compatibility.

3.10 Cultural Heritage

Cultural heritage resources are an important component of the County's history and community identity and contribute to the creation of a sense of place and overall community belonging. As such, it is the intent of this Plan that significant cultural heritage resources be identified, conserved and enhanced whenever practical and that all new development occur in a manner that respects the rich cultural heritage of the area, including heritage buildings and structures, cultural heritage landscapes, and archaeological resources.

3.10.2 Archaeological Resources

In considering applications for new development, the following policies will apply:

1. *Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless the archaeological resources have been conserved by removal and documentation or preservation on site, in accordance with an Archaeological Assessment. Where significant archaeological resources must be conversed on the site, only development and site alteration which maintain the heritage integrity of the site will be permitted.*
2. *An archaeological assessment is required where there are known archaeological resources or there are areas of archaeological potential.*

4.1 Countryside Designations

4.1.7 Commercial

The Commercial land use designation applies to those lands and uses that rely to a considerable degree on vehicular traffic. These uses may be located outside of serviced and rural settlement areas due to the need for larger parcels of land, to be located along major roads and highways, or for the convenience of the travelling public.

4.1.7.1 Permitted Uses

Permitted uses within the Commercial designation shall include retail and convenience stores, service stations and gas bars, restaurants and coffee shops, hotels and motels, amusement and theme parks, recreation or sports complexes, motor vehicle racing tracks, all forms of vehicle sales and service establishments, building and ***landscape supply establishments****, garden centres and greenhouses, veterinary clinics, farm equipment sales and service, small engine sales and service, office uses that support the rural economy such as surveyors or contractors offices and other similar uses.*

An accessory office and single detached dwelling or residence in a portion of a non-residential building shall also be permitted for the accommodation of the owner or caretaker.

4.1.7.2 New Development

a) *A limited number of consents may be permitted in accordance with Section 3.5 and any other applicable policy of this Plan.*

b) *In considering new development or redevelopment within the Commercial land use designation, the criteria outlined in Section 3.7 must be met.*

c) *The layout and design of any proposed Commercial use shall ensure that the parking area provides for the adequate movement of vehicular traffic. Access to public roads shall be limited in number, designed to minimize danger to both vehicles and pedestrians and will be in accordance with the policies of the applicable road authority as outlined in Section 10.2.*

d) *Commercial developments should be grouped, where possible, to promote joint access arrangements and the development of service roads, and to reduce the number of access points onto the adjacent public road*

e) *A detailed hydrogeological report regarding the adequacy of ground water and the ability of the soils to sustain development on the basis of private sanitary sewage disposal services may be required at the discretion of the County and/or local Municipality. All private water supply and sewage disposal systems shall satisfy the requirements of Peterborough Public Health, the applicable approval agency, or the Province.*

f) *New proposals or applications for Commercial development must be supported by a site plan in accordance with Section 2.2. In addition, new Commercial uses shall consider the following:*

- *the physical suitability of the site;*
- *the provision of adequate setbacks, buffer planting and landscaped open space;*
- *the design and location of off-street parking facilities and access points;*
- *where feasible, the design and location of active transportation facilities and connection to the active transportation system; and*
- *the location of signs and outdoor lighting to provide for reasonable compatibility with adjacent land uses.*

g) *New development in this designation shall comply with the Minimum Distance Separation formula as outlined in Section 3.8 of this Plan and as established by the Province.*

h) *Commercial land uses shall be appropriately zoned in the local Municipal Zoning By-Law.*

10 Transportation and Infrastructure

10.2.3 County Roads

County roads serve as arterial/collector roads and are existing or proposed roads having two or more traffic lanes which are primarily intended to function as strategic

connecting road links between Provincial Highways, local roads and other County roads. Generally, these roads are designed to carry reduced traffic volumes relative to Provincial Highways. For the purposes of this section, proposed County By-Passes and protected corridors as shown on Schedules to this Plan shall be treated as a County road

1. *Access to County roads should be limited, particularly in areas of new development outside the urban core area. New entrances will require a permit and must meet the requirements of the County roads entrance by-law. The County roads by-law may also specify building setbacks from a County road or setbacks from an intersection with a County road.*

10.3 Infrastructure

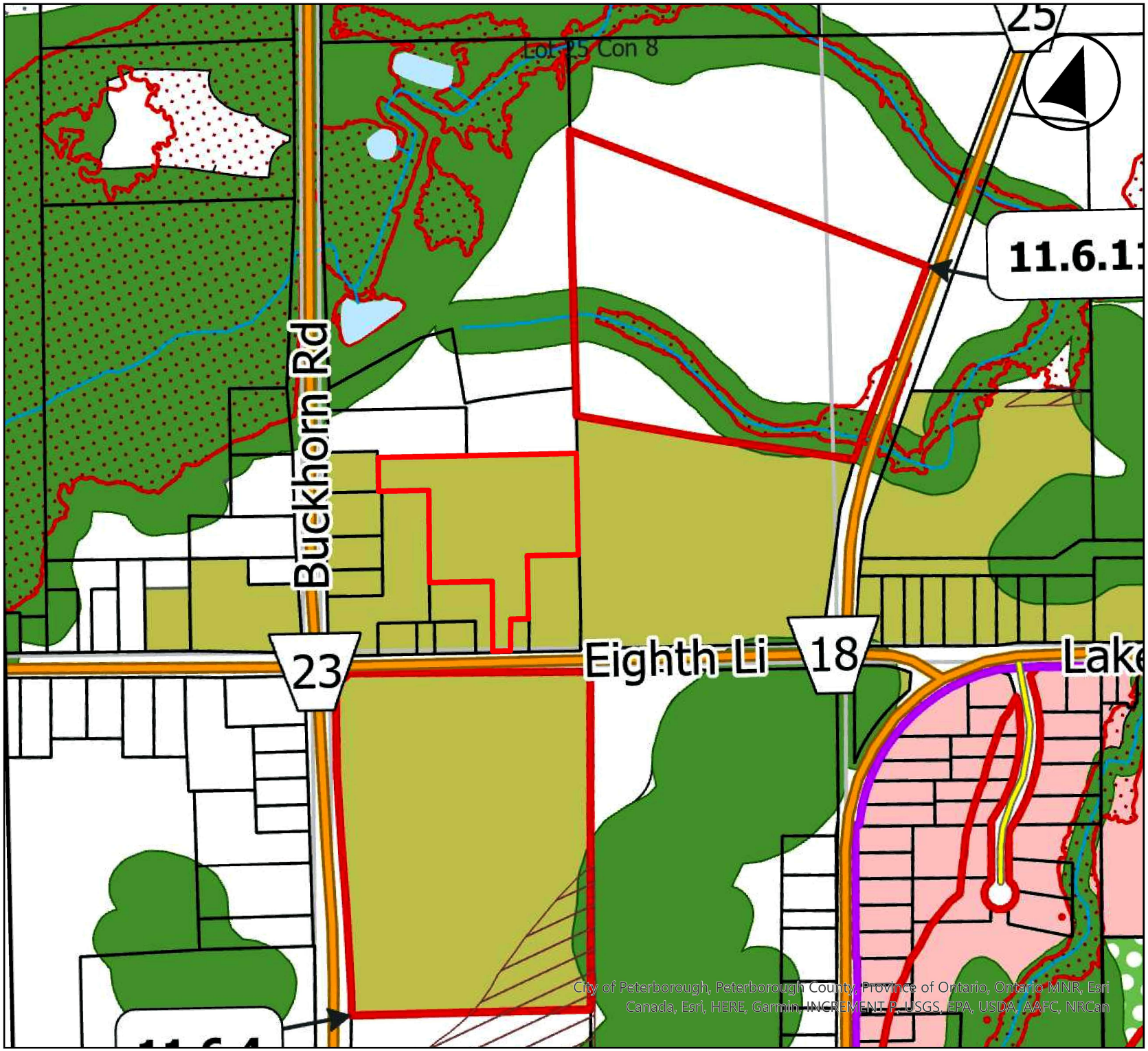
Access to utilities such as water, sewers, natural gas, and hydro is crucial to the health and financial wellbeing of our residents and businesses. The movement of data and information within and beyond the County is another important consideration for the future of the County and its local Municipalities.

10.3.3 Water Supply and Sanitary Sewage Disposal

Planning for sewage and water services shall promote efficient use and optimization of existing water and sewage infrastructure. These systems should be provided in a manner that can be sustained by the water resources upon which such services rely prepares for the impacts of changing climate, is feasible and financially viable over their lifecycle and protects human health and safety and the natural environment.

1) *The requirements of the Province, the County, local Municipalities and/or other public agencies authorized to grant approvals respecting sanitary sewage disposal facilities must be met by all developments and redevelopments.*
2) *In planning for sanitary sewage and water systems, a hierarchical approach to the provision of such services is supported. This approach will recognize that:*

c. individual services may be used where municipal and communal water and sewage systems are not available, provided the site conditions are suitable for the long-term provision of such services with no negative impacts;



EXCERPT FROM MAP SEL-7 OF THE PETERBOROUGH COUNTY OFFICIAL PLAN

1880 8th Line Smith,
Township of Selwyn
County of Peterborough

Figure 4

Legend

Subject Property

Land Uses

- Commercial
- Rural
- Natural Core Area
- Residential
- Aggregate Resource Overlay
- Special Policy Area
- Settlement Area
- Floodplain
- Waterbody
- County Road
- Township Road
- Watercourse

Data Sources

County of Peterborough GIS

Meters

0 25 50 100 150 200

NAD1983 UTM ZONE 17N SCALE: 1:6,000

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WILLS

D.M. Wills Associates Limited
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Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

5.2.2 Township of Selwyn Comprehensive Zoning By-law No. 2009-21

The subject property is zoned 'Rural Exception 254 (RU-254) Zone' on Map 3 to the ZBL. Refer to **Figure 5 – Excerpt from Schedule 'A' Map 3 of the Township of Selwyn Zoning By-law No. 2009-021.**

The RU-254 Zone permits all the standard Rural (RU) Zone uses and regulations in additional to the following site-specific provisions apply:

Notwithstanding any other provisions of this By-law to the contrary, within the Rural Exception 254 (RU-254) Zone, the minimum lot area shall be 2.75 hectares; and the minimum lot frontage shall be 20.41 metres

In all other respects, the provisions of the Rural (RU) Zone shall apply and be complied with.

The permitted uses in the RU Zone include the following for Non-Residential Uses:

a) Abattoir;
b) Agricultural produce warehouse;
c) Agricultural uses;
d) Auction barn;
e) Cannabis cultivation – outdoor;
f) Conservation, or other similar uses as provide for the preservation of the natural environment;
g) Custom workshop;
h) Farm greenhouse;
i) Farm implement and equipment sales and service establishment;
j) Farm produce retail outlet operated on a temporary and seasonal basis only provided that the majority of such produce offered or kept for sale is the produce of the farm on which such retail outlet is located;
k) Feed and seed dealers;
l) Feed lot operations;
m) Fertilizer plant;
n) Forestry and reforestation;
o) Kennel;
p) Nursery farm;
q) Riding or boarding stable;
r) Sawmill;

s) Small scale commercial and industrial uses provided they directly relate to the agricultural operation;

t) Tile drainage operations;

u) Public use or utility in accordance with the provisions of Section 3.39 of this By-law.

The existing zone does not permit the use of a 'Landscaping Business', therefore a rezoning to permit the use is required. Landscaping businesses have been considered previously by Township as garden centres as permitted in the Highway Commercial (C1) Zone given the lack of definition for a landscaping business in the ZBL. Due to the nature of the proposed development, a Site-Specific Highway Commercial zone is proposed to recognize the landscaping operations and business proposed on this property. The following provisions apply to the proposed development:

3.1 Accessory Buildings, Structures, and Uses

3.1.1 Permitted Uses

Where this By-law provides that a lot may be used or a building or structure may be erected or used for a purpose, that purpose shall include any accessory building or structure or accessory use, but shall not include the following:

a) any occupation for gain or profit conducted within or accessory to a dwelling unit or on such lot associated therewith, except as is specifically permitted in accordance with this By-law; or,

b) any building used for human habitation except in accordance with this By-law, as is specifically permitted; or,

c) No more than 3 accessory buildings or structures are permitted in any Residential Zone unless otherwise permitted by this By-law.

3.1.2 Relation to Street

b) Non-Residential Zones

No accessory building or structure shall be erected closer to the street line than the minimum required yard and setback requirements of the respective non-residential Zone and, further, shall not be erected closer than 3 m to an interior side or rear lot line except as may otherwise be provided for herein. Notwithstanding the foregoing, a gatehouse or information kiosk or other similar accessory structure shall be permitted within a required front or side yard or within the area between the street line and the required setback.

3.1.3 Relation to Principal or Main Building

Except as may otherwise be provided herein, any accessory building or structure, which is not part of the principal or main building, shall not be erected closer than 2 m to the principal or main building.

3.1.4 Lot Coverage and Height

The total lot coverage of all accessory buildings and structures, except swimming pools, shall not exceed 5% of the lot area nor shall the height of any accessory building or structure exceed 6 metres.

3.18 Ingress and Egress Regulations

Except as may otherwise be provided for herein, the following provisions shall apply to ingress and egress driveways, namely:

a) *Ingress and egress to and from the required parking spaces and areas shall be provided by means of unobstructed driveways or passageways at least 3 m but not more than 9 m in perpendicular width.*
b) *The maximum width of any joint ingress and egress driveway ramp measured along the street line shall be 9 m.*
c) *The minimum distance between any two driveways on one lot, or, between a driveway and an intersection of street lines measured along the street line intersected by such driveway shall be 9 m.*
d) *The minimum angle of intersection between a driveway and a street line shall be 60 degrees.*
e) *Every lot shall be limited to the following number of driveways, namely:*
    a. *up to the first 15 m of lot frontage, not more than one driveway;*
f) *Ingress and egress to and from parking aisles shall be provided by a sufficient number of adequate, unobstructed driveways having a minimum width of 6 m, except that in the case of a single detached dwelling, the width may be reduced to 3.5 m.*
g) *In all cases where ingress and egress driveways or walks extend through a Planting Strip, it shall be permissible to interrupt the strip within 3 m of the edge of such driveway or within 1.5 m of the edge of such walk.*

3.24 Loading Space Requirements

Loading or unloading spaces are required under this By-law and the owner of every building or structure, exclusive of agricultural buildings and structures, erected for any purpose involving the receiving, shipping, loading or unloading of animals, goods, wares, merchandise or raw materials shall provide and maintain on the lot loading and unloading spaces accordingly.

Gross Floor Area of Building

a) *Up to 280 sq,m – No of Loading Spaces – 1*
    i. *Each loading space shall be at least 9 m long, 3.5 m wide and have a vertical clearance of at least 4 m.*

ii. *The required loading spaces shall be provided on the lot occupied by the building or structure for which the said loading spaces are required and shall not form a part of any street or lane.*

iii. *For any commercial or industrial use, no loading space or part thereof shall be located and no land shall be used for loading purposes within 1.5 m of any lot line, or within 3 m of any street line or boundary of any residential zone, or within 3 m of the lot line of a residential use.*

iv. *Access to loading spaces shall be by means of a driveway at least 6 m wide contained within the lot on which the spaces are located and leading to a street or lane located within or adjoining the zone in which the use is located.*

v. *The driveways, loading spaces, and turning areas shall be maintained with a stable surface, which is treated so as to prevent the raising of dust or loose particles.*

vi. *The loading requirements referred to herein shall not apply to any building in existence at the date of enactment of this By-law so long as the gross floor area as it existed at the date is not increased. If an addition is made, then additional loading spaces shall be provided up to the number required for such addition.*

3.24.1 Access

Access to loading or unloading spaces shall be by means of a driveway at least 6 m in width contained on the lot on which the spaces are located and leading to an improved public street as defined herein.

3.24.3 Loading Space Surface

Driveways, loading and unloading spaces, and, related aisles and turning areas shall be maintained with a stable surface which is treated so as to prevent the raising of dust. Such loading and unloading facilities shall, before being used, be constructed of crushed stone, gravel, asphalt, concrete or similar material and shall include provisions for drainage facilities

3.24.4 Location

The loading space or spaces required herein shall be located in the interior side or rear yard unless such space or spaces are removed from the street line a minimum distance of 15 m.

3.29 Off-Street Parking Requirements

w) Warehouse or Bulk Storage Yard – 1 space for every employee working on the premises during the peak business period

3.29.1 Parking Area Design Requirements

The following parking area design requirements shall apply to all required parking areas in all zones, except for a permanent single detached dwelling, semi-detached dwelling, duplex dwelling and street front townhouses, namely:

a) *the minimum width of a parking space shall be 3 metres and the minimum length shall be 6 metres except where the aisle width is at least 7 metres in which case the minimum width shall be 2.75 metres and the minimum length shall be 5.5 metres;*
b) *that where a parking space has a parking angle of less than 30 degrees, such parking space shall be at least 7 metres in length where the aisle width is at least 4 metres;*
c) *that where the parking angle is equal to or greater than 30 degrees but less than 50 degrees, the minimum aisle width shall be at least 4 metres;*
d) *that where the parking angle is equal to or greater than 50 degrees but less than 70 degrees, the minimum aisle width shall be at least 5.5 metres; and*
e) *that where the parking angle is equal to or greater than 70 degrees but less than or equal to 90 degrees, the minimum aisle width shall be at least 7.0 metres.*

3.29.2 Accessible Parking

Accessible parking will be provided at the rate and design requirements prescribed by Ontario Regulation 191/11, as amended, made pursuant to the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended. Unless otherwise stipulated by Ontario Regulation 191/11, as amended, the length of special needs parking spaces shall be in accordance with Section 3.29.1 – Parking Area Design Area Requirements of the Township's Zoning By-law 2009-021, as amended.

3.29.4 Parking Area Surface

Parking spaces, areas and driveways connecting the parking space or area with a street shall be maintained with a stable surface which is treated so as to prevent the raising of dust. Such parking spaces or areas shall, before being used, be constructed of crushed stone, gravel, asphalt, concrete or similar material and shall include provisions for drainage facilities.

3.29.5 Parking Area Location on Lot

Notwithstanding the yard and setback provisions of this By-law to the contrary, uncovered surface parking areas shall be permitted in the required yards or in the area between the street line and the required setback in accordance with the following provisions, namely:

a) *in all zones, except Residential, no driveway shall be permitted within 9 m of the boundary of a Residential Zone;*
b) *in all zones, except Residential, no parking space shall be permitted within 3 m of the boundary of a Residential Zone;*

d) *within the Rural, Recreational Open Space, Development, Community Facility and all Commercial Zones, parking spaces and areas shall be permitted in all yards provided that no part of any parking area, other than a driveway is located closer than 2 m to any street line or 1.5 m of any lot line or within a daylight triangle;*

3.30 Open Storage

Open storage of goods or materials shall be permitted only if the goods are accessory to a use permitted in the zones and in accordance with other provisions of this By-law.

3.35 Planting Strip Regulations

Where the interior side or rear lot line in a Community Facility, Commercial or Industrial Zone abuts a Residential Zone, or where a Commercial or Industrial Zone abuts a Community Facility Zone, or where a Type B Home Industry abuts a Residential Zone, or where a Multiple Residential Zone abuts another Residential Zone of lower density, a planting strip adjoining such abutting lot line, or portion thereof, shall be provided on the lot within the Community Facility, Commercial or Industrial Zone with a minimum width of 3 m.

3.35.1 Contents

Where in this By-law a planting strip is required to be provided and maintained, such planting strip shall consist of a row of trees or a continuous unpierced hedgerow of evergreens or shrubs, not less than 1.5 m high at planting, immediately adjacent to the lot line or portion thereof along which such planting strip is required hereunder. The vegetation shall be planted so as to ensure a minimum depth of 3 m for the planting strip. The remainder of the strip shall be used for no other purpose than the planting of shrubs, flower beds, grass or a combination thereof.

3.35.2 Landscaped Open Space Supplement

A planting strip referred to in this Subsection may form a part of any landscaped open space required by this By-law.

3.35.3 Maintenance

A planting strip shall be planted, nurtured and maintained by the owner or owners of the lot on which the strip is located. Any die-back shall be replaced by new vegetation to ensure continuance of an unbroken hedgerow.

4.15 Highway Commercial Zone

4.15.1 Permitted Uses

No person shall, within any Highway Commercial (C1) Zone, use any land, or erect, alter, or use any building or structure, except in accordance with the following provisions.

4.15.1.2. Non-Residential Uses

> *f) Building Supply Outlet including outside storage and display of goods and materials;*
>
> *g) Business, professional or administrative offices, provided such uses is accessory and incidental to a permitted non-residential use on the same lot;*
>
> *s) Garden Center*
>
> *bb) outside display and storage of goods and materials where such use is accessory and incidental to a permitted non-residential use, on the same lot, specified hereunder and in accordance with the provisions of Section 4.15.6 hereof;*

Definitions:

"Workshop" Shall mean a building or structure where manufacturing is performed by tradespeople requiring manual or mechanical skills and may include a carpenter's shop, a woodworker's shop, a locksmith's shop, a gunsmith's shop, a tinsmith's shop, an upholsterer's shop, or similar uses.

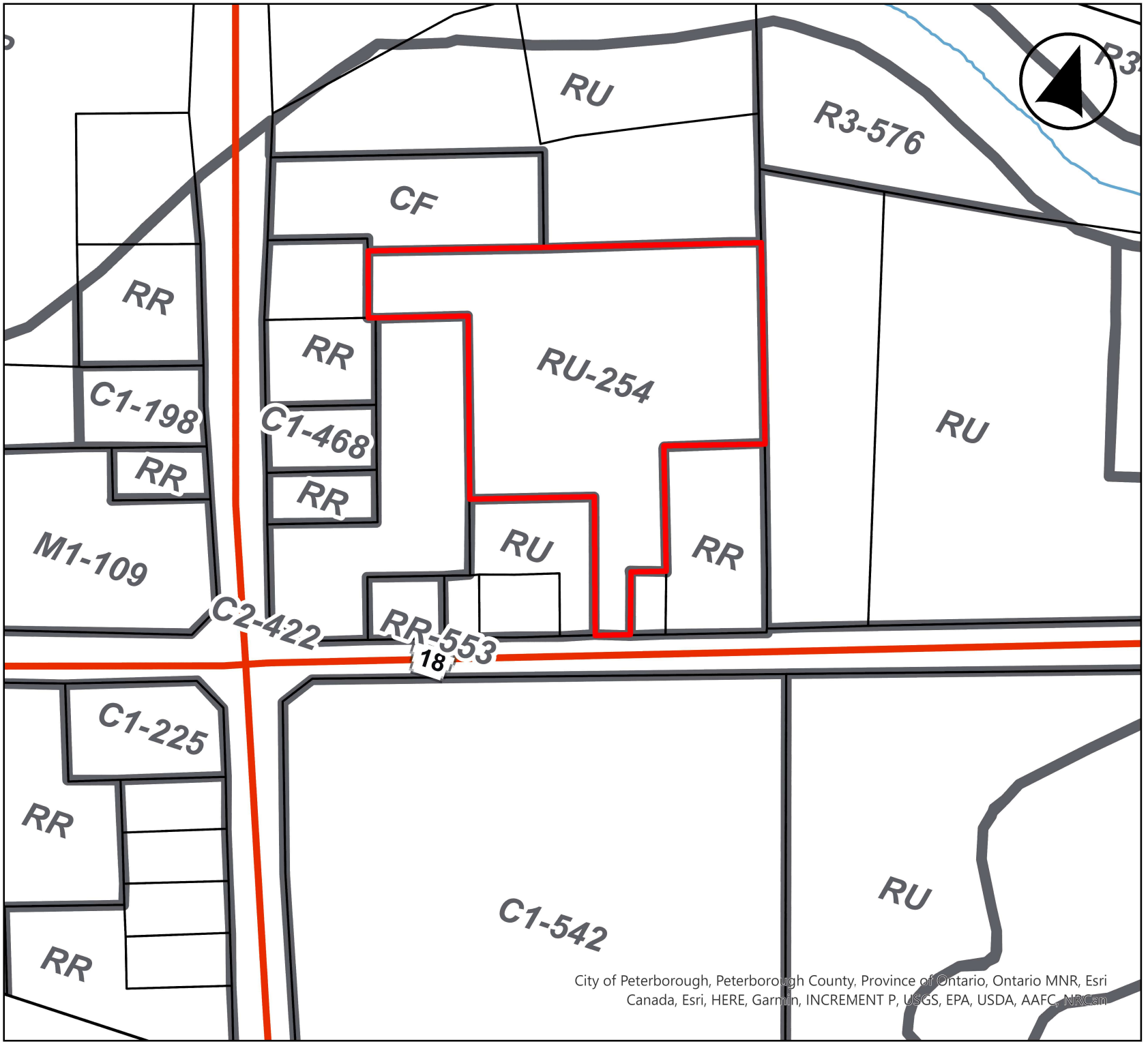
The current and proposed zoning regulations are provided in **Table 1 – Zone Regulations**.

Table 1 – Zone Regulations

REGULATIONS	REQUIRED (C1)	PROPOSED	VARIANCE
MIN. LOT AREA (ha)	0.3	2.8	-
MIN. LOT FRONTAGE (m)	45	20	25
MIN. LANDSCAPING OPEN SPACE (%)	10	43	-
MAX. LOT COVERAGE (%)	50	1	-
MAX. BUILDING HEIGHT (m)	11	-	-
SETBACKS (m) (WORKSHOP)			
MIN. FRONT	15	Approx. 154	-
MIN. REAR	12	61	-
MIN. INTERIOR (E)	12	130	-
MIN. INTERIOR (W)	12	30	-
MIN. CENTRELINE FROM ROAD (COUNTY ROAD)	28	Approx. 154	-
OUTDOOR DISPLAY & STORAGE			
MIN. FRONT (m)	8	42	-
MAX. LOT COVERAGE (%)	30	14	-
MIN. INTERIOR SIDE YARD SETBACK (m)	6	6	-
MIN. REAR YARD SETBACK (m)	6	6	-
MIN. LANDSCAPING STRIP (m)	1.8	EXISTING TREE LINE	-
ACCESSORY BUILDING (OFFICE)			
MIN. INTERIOR SIDE YARD (w)	3	30	-
MIN. REAR YARD	3	82	-
MIN. SETBACK BETWEEN OFFICE & WORKSHOP	2	37	-
MIN. HEIGHT	6	1 STOREY	-
MIN. LOT COVERAGE (%) OF ALL ACCESSORY BUIDINGS	5	1.5	-

PARKING			
PARKING RATIO	WAREHOUSE: 1 SPACE FOR EVERY EMPLOYEE WORKING ON THE PREMISES DURING THE PEAK BUSINESS PERIOD	WAREHOUSE: 1 SPACE FOR EVERY EMPLOYEE WORKING ON THE PREMISES DURING THE PEAK BUSINESS PERIOD	
NUMBER OF SPACES	10	15	-
SPACE DIMENSIONS (m)	3 X 6	3 X 6	-
AISLE WIDTH (m)	7	7	-
ACCESSIBLE SPACE RATIO	4% OF THE TOTAL # OF PARKING SPCAES FOR THE USE OF PERSONS WITH DISABILITIES, WHERE THERE ARE BETWEEN 13 & 100 PARKING SPACES. WHERE AN ODD NUMBER OF PARKING SPACES FOR THE USE OF PERSONS, THE NUMBER OF SPACES MUST BE DIVIDED EQUALLY BETWEEN PARKING SPACES THAT MEET THE REQUIREMENTS OF TYPE A AND TYPE B.	4% OF THE TOTAL # OF PARKING SPCAES FOR THE USE OF PERSONS WITH DISABILITIES, WHERE THERE ARE BETWEEN 13 & 100 PARKING SPACES. WHERE AN ODD NUMBER OF PARKING SPACES FOR THE USE OF PERSONS, THE NUMBER OF SPACES MUST BE DIVIDED EQUALLY BETWEEN PARKING SPACES THAT MEET THE REQUIREMENTS OF TYPE A AND TYPE B.	-
NUMBER OF ACCESSIBLE SPACES	1 TYPE A, 1 TYPE B	1 TYPE A, 1 TYPE B	-

ACCESSIBLE SPACE DIMENSIONS (m)	TYPE A – 3.4 X 6, TYPE B – 2.7 X 6	TYPE A – 3.4 X 6, TYPE B – 2.7 X 6	-
ACCESSIBLE ACCESS AISLE WIDTH	1.5	1.5	-
LOADING SPACE RATIO	GROSS FLOOR AREA OF BUILDING UP TO 280 SQ.M	GROSS FLOOR AREA OF BUILDING UP TO 280 SQ.M	-
NUMBER OF LOADING SPACES	1	1	-
LOAD SPACE DIMESNIONS	3.5 X 9	3.5 X 9	-
ACCESS AISLE TO LOADING SPACE	6	> 6	-



EXCERPT FROM SCHEDULE 'A' MAP 3 OF THE TOWNSHIP OF SELWYN BY-LAW NO. 2009-021

1880 8th Line Smith,
Township of Selwyn
County of Peterborough

Figure 5

Legend

- Subject Property
- Watercourse
- County Road

Zones

RU	Rural
RU-254	Rural Exception 254
RR	Rural Residential
RR-553	Rural Residential Exception 553
R3-576	Multiple Residential Exception 576
C1-468	Highway Commercial Exception 468
C1-198	Highway Commercial Exception 198
C1-225	Highway Commercial Exception 225
C1-542	Highway Commercial Exception 542
CF	Community Facility

Data Sources

County of Peterborough GIS

Meters

0 13 25 50 75 100

NAD1983 UTM ZONE 17N SCALE: 1:3,000

Created In:	ArcGIS Pro
Drawn By:	NB
Checked By:	AT
Map Date:	8/6/2026
Project Number:	11233

WILLS

D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

6.0 Planning Rationale

The proposed ZBA is consistent with and conforms to the applicable provincial and local policies as outlined in **Section 5.0** of this report.

As directed by the PPS, the subject property is located within the rural areas and more specifically the rural lands of the Township which encourages the balance between contributing to the rural character of the area while promoting the diversification of the economic base and employment opportunities through goods and services. The proposed development is a commercial use within a predominantly commercial area, therefore aligning with the land conformity objectives of the PPS. Although the subject property is designated Commercial, it is located within the rural lands of the Township which permits other rural land uses. The proposed Landscaping business requires sufficient land for operations and storage space for materials and equipment, does not require municipal servicing, and provides sufficient buffering from more sensitive land uses. Therefore, the proposed use is considered suitable to be located within the rural lands.

The proposed development also aligns with the servicing requirements for development in the rural areas. The PPS prefers municipal services for all new developments, although it permits private individual well and septic systems on lands where municipal services are not available. The subject property currently has a drilled well and a septic system will be installed at the time the proposed office is constructed.

Therefore, the proposed development is consistent with the policies in the PPS.

The County Official Plan designates the subject property as 'Commercial' which permits uses that can be located outside of serviced and rural settlement areas due to the need for larger parcels of land and to be located along major roads for the convenience of the travelling public. All non-residential development must meet the criteria set out in section 3.7. An evaluation of the development against the criteria is discussed below;

1. *Generally, new non-residential development will be directed to settlement areas. Where new development is proposed outside of a settlement area, the proponent will provide justification for the proposed location.*

As mentioned above, the subject property is currently designated 'Commercial' which permits a variety of non-residential uses, including a landscape supply establishment. Since the subject property is currently undeveloped and located in a commercial area along an arterial road, the proposed development of the site is encouraged.

2. *All new development must have frontage on and direct access to a public road and must meet the requirements of the road authority having jurisdiction, unless specified otherwise.*

The existing property has approximately 20 m of frontage along 8th Line/County Road 18, as permitted in the existing site-specific zone due to the irregular lot configuration.

Given the use is not meant to serve the general public and operates more as a contractor's yard providing landscaping services off-site, a large frontage is not required. A Site Entrance Assessment will be conducted at the time of Site Plan Approval (SPA) to ensure any traffic hazards and applicable mitigation measures are in place.

3. *Adequate off-street vehicle loading and parking spaces shall be provided. Access points to parking and loading areas shall be limited in number and designed to minimize danger to vehicular and pedestrian traffic.*

The proposed business will have approximately 12 employees on-site during regular Monday-Friday office hours (10 employees per crew, 2 office employees). On-site customers are not anticipated to be a regular occurrence as consultations usually occur on the customers property or virtually. There will be no customers permitted within the landscaping yard or material pick-up by the general public. On-site materials are stored for the sole purpose and supply of the landscaping business. The peak hours of operation on the site will be during the morning and evening at the start and end of each day.

The warehouse parking regulations were applied given the nature of the business does not anticipate any customers coming to the site. The minimum amount of off-street parking provided by the zoning regulations is delineated on the subject property. Based on the zoning regulations, 1 parking space per every employee working on the premises during the peak business period. Therefore, only 12 parking spaces are required and 13 parking spaces are provided. In addition, two accessible parking spaces (1 Type A, 1 Type B) and one loading space are proposed by the warehouse for deliveries and will not cause any traffic concerns on or off the subject property.

4. *Buffering, screening and any applicable separation distance shall be provided in accordance with the relevant section (s) of this Plan and the implementing Zoning By-law, to ensure that any negative impacts on or from adjoining lands are mitigated.*

As existing on the site, there are various thick tree lines and vegetation throughout the property and along the property lines. To ensure adequate privacy and screening from neighbouring properties, the existing tree lines will be maintained. In addition, given the proposed development meets and greatly exceeds all the required setbacks, no adverse impacts to the surrounding land uses are anticipated.

5. *New uses and development shall be in keeping with the existing size and type of development in the surrounding area. Proposals which conflict with surrounding uses shall not be permitted unless the applicant can demonstrate to the satisfaction of the local Municipality and/or County that the concerns can be overcome, or minimized and mitigation in accordance with applicable standards*

The surrounding land uses consist of mostly commercial type uses inclusive of a Building Supply (Kingdon Timber Mart), a bakery (Kawartha Bakery), a home industry (Lakefield

Furniture), and landscape supply business (Scott's Concrete Products). There are also various residential uses (single detached dwellings) and community facility uses (Peterborough Lakefield Mosque) intertwined into the commercial development. Given there are existing commercial uses that are higher intensity regarding size and number of people accessing the site, in addition to lower intensity uses such as residential dwellings, the proposed use is a transitional use between the two intensities. Therefore, the proposed light and dry commercial use conform to the surrounding land uses and include sufficient screening to those lower intensity uses.

6. *No use shall be permitted which is an obnoxious trade, business or manufacture under the Health Protection and Promotion Act and the Environmental Protection Act or which is obnoxious by reason of the emission of odour, dust, smoke, noise, or vibrations.*

Given the minimal number of employees on site during hours of operation and the nature of the business is to provide a service off-site, significant impacts are not anticipated. Operations on-site will mirror a Contractor's Yard where machinery will be moving throughout the site, loading and unloading vehicles. The existing vegetation will act as a mitigation measure to ensure there is minimal to no significant odour, dust, smoke, noise or vibration impacts. Given the existing thick vegetation on the site and the minimal hours of operation (2 hours a day), it is unlikely they will cause any health concerns or adverse impacts on neighbouring properties.

7. *The use shall be located within the Agriculture designation and should not negatively impact on any nearby agricultural operation.*

The subject property is not located within the Agriculture designation and has no abutting agricultural lands to be potentially impacted.

8. *Where appropriate, the proponent will be required to prepare a servicing options report in accordance with Section 10.3.3 for the purpose of determining the preferred servicing alternative for the proposed development.*

There are no available municipal services and a communal system is not appropriate given only one property and use is being considered, therefore the existing drilled well and proposed septic system are sufficient to support the development and satisfy provincial and municipal policy. No Servicing Options Report was provided to support the development given there are no options to consider.

9. *If a private water supply is proposed, an adequate and potable water supply shall be available and permitted uses will be limited to those of a dry nature, with water being only necessary for the domestic use of employees. Where higher levels of water usage are anticipated, or when deemed necessary by the local Municipality, a hydrogeological study in accordance with Section 10.3.3 will be required which addresses the adequacy of the water supply.*

A Hydrogeological Report was not provided as part of this Zoning By-law Amendment application submission. The proposed use of the Landscaping Business will be considered a 'dry' commercial use as there is no water consumption required outside

of the proposed office to provide a kitchenette and washroom facility for staff only. No public washroom will be provided on site. There is an existing drilled well on the site that is proposed to service the site, and a proposed septic system will be installed at the time the office is constructed.

10. *All private water supply and sewage disposal systems shall satisfy the requirements of the applicable approval agency, or the Province.*

The drilled well and septic system will satisfy the requirements of the applicable approval agency.

A Site Plan Approval application will be required subsequent to the approval of this Zoning By-law Amendment application which will determine and display the exact location of buildings, adequate setbacks, buffer planting and landscaped open space, off-street parking, etc.

Therefore, the proposed development is consistent with the policies of the County Official Plan.

The subject property is currently zoned 'Rural Exception 254' which does not permit the use of a 'Landscaping Business'. The proposed Zoning By-law Amendment includes a definition of the 'Landscaping Business' to capture the intent of the use and to differentiate the development from a garden centre. As proposed, the subject property will be rezoned to a site-specific Highway Commercial Zone which will bring it into better conformity with the County Official Plan and apply applicable zoning regulations to the proposed Landscaping Business. The proposed zone will maintain the regulations outlined in the current Rural Exception 254 zone regarding the lot frontage given no lot creation or lot line adjustment is proposed.

As outlined in the proposed definition for Landscaping Business below, the proposed use is a combination of similar uses that are currently permitted within the Highway Commercial zone. The Highway Commercial zone permits the use of a garden centre, building supply outlet, and outside storage and display of goods and materials. As proposed, the Landscaping Business includes the growing of trees, flowers, and similar vegetation, however, excludes any retail component. The Landscaping Business also presents themes of a Building Supply Outlet as the site will have structures that support home improvement type materials (walkways, pads, driveways, patios, etc.). As a result, the proposed use is similar to the uses currently permitted and the definition will ensure no uses outside of what is listed are permitted on the site without further review. As proposed, the Landscaping Business meets all the balance of the requirements and overall intent of the Highway Commercial zone.

7.0 Proposed Zoning By-law Amendment

A site-specific zone is proposed to rezone the subject property from the 'Rural Exception -254 (RU-254)' Zone to the 'Highway Commercial Exception XX (C1-XX) Zone' to permit a 'Landscaping Business' and to recognize the following deficiency associated with the lot configuration, and it shall read as follows:

"6XX Highway Commercial Exception XX (C1-XX) Zone

1880 8th Line (Smith Ward)

Notwithstanding the provisions of the Highway Commercial (C1) Zone to the contrary, in the C1-XX Zone the following provisions shall apply.

a) Permitted Uses

    i. A Landscaping Business is a permitted use as defined below;

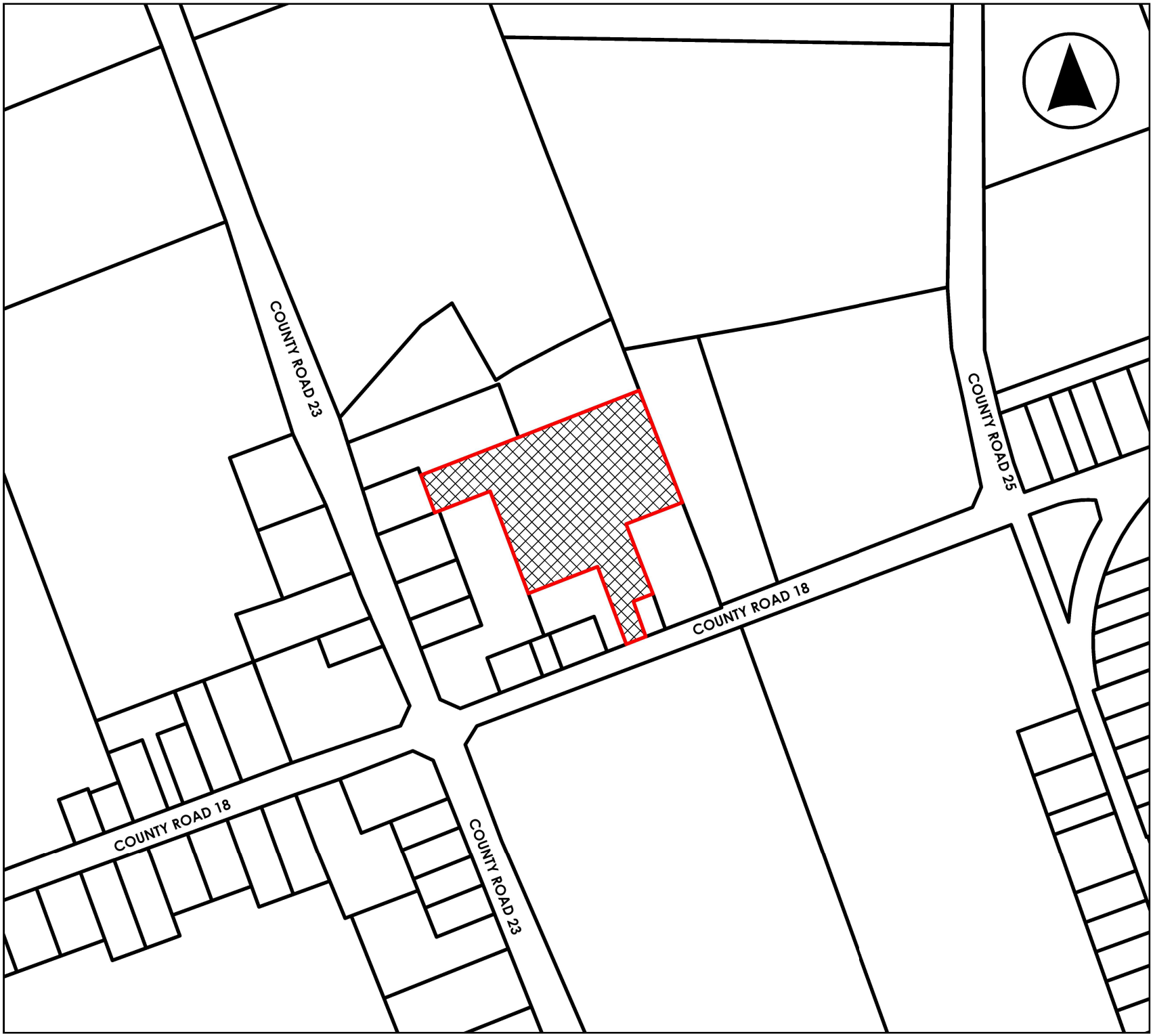
"Landscaping Business" shall mean a contractor's establishment where the materials and equipment for providing landscaping services are stored and operation consists of loading and unloading, preparation and construction of materials, and growing of plants. A nursery, plant propagation areas, tree removal, greenhouse and/or flower gardens/displays are also permitted. Materials associated with the landscaping business include but are not limited to plants, trees, aggregates, bricks, slabs, mulch, etc. and are permitted as outside storage with the intent of being moved for use at an off-site construction site. A landscaping business may not include any retail, individual sale of goods or products to the general public and is not considered a garden centre"

b) Regulations

    i. Minimum Lot frontage shall be 20 metres

In all other respects the provisions of the Highway Commercial (C1) Zone shall apply and be complied with.

Figure 6 illustrates the proposed zoning schedule.



ZONING BY-LAW AMENDMENT

1880 8th Line Smith,
Township of Selwyn
County of Peterborough

Figure 6

Legend

Subject Property

Lands to be rezoned from the "Rural Exception 254 Zone (RU-254)" to the "Site Specific Commercial Zone (C1-XX)

Data Sources

County of Peterborough GIS

Meters

0 20 40 80 120 160

NAD1983 UTM ZONE 17N SCALE: 1:5,000

Created In:	ArcGIS Pro
Drawn By:	NB
Checked By:	AT
Map Date:	8/6/2026
Project Number:	11233

WILLS

D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

8.0 Closing

This report has been prepared in support of the Zoning By-law Amendment to implement the use of a 'Landscaping Business' on the subject property. The report provides an analysis of the applicable provincial and local policy documents in the context of the Zoning By-law Amendment. It is our opinion that the proposed site-specific Highway Commercial zone (C1-XX) on the land is consistent with the existing development pattern of the surrounding land uses and aligns with the objectives and goals of the Township's Official Plan for Highway Commercial uses.

Based on the background information and the forgoing review of the relevant policies, it is our opinion that the proposed zoning by-law amendment is consistent with and conforms to provincial and municipal policies and constitutes as good planning.

Respectfully Submitted,

Written by:



Kate Steele, M.Pl.
Land Use Planner

Reviewed by:



Amanda Timmermans, B.A. (Hons)
Senior Land Use Planner

KS/AT/jh

Appendix A

Photographic Log

Client Name:	**Site Location:**
2026243 Ontario Limited (Meyers Landscaping) c/o Michael Meyers	1880 8th Line, Township of Selwyn

Number:	1
Date:	2026-07-27
Direction: East	
Description: Entrance to subject property	



Number:	2
Date:	2026-07-27
Direction: West	
Description: Entrance to subject property	



D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 **F.** 705.748.9944 **E.** wills@dmwills.com

Client Name:	**Site Location:**
2026243 Ontario Limited (Meyers Landscaping) c/o Michael Meyers	1880 8th Line, Township of Selwyn

Number:	3
Date:	2026-07-27
Direction: South	
Description: Existing Driveway	



Number:	4
Date:	2026-07-27
Direction: West	
Description: Existing vegetation along the southwestern property line	



D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 **F.** 705.748.9944 **E.** wills@dmwills.com

Client Name:	**Site Location:**
2026243 Ontario Limited (Meyers Landscaping) c/o Michael Meyers	1880 8th Line, Township of Selwyn

Number:	5
Date:	2026-07-27
Direction: North	
Description: Northwestern field (west of existing tree line through the centre of property)	



Number:	6
Date:	2026-07-27
Direction: West	
Description: Vegetation along rear (north) property line	



D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 **F.** 705.748.9944 **E.** wills@dmwills.com

Client Name:	**Site Location:**
2026243 Ontario Limited (Meyers Landscaping) c/o Michael Meyers	1880 8th Line, Township of Selwyn

Number:	7
Date:	2026-07-27
Direction: Southeast	
Description: Existing tree line running through the centre of the property	



Number:	8
Date:	2026-07-27
Direction: North	
Description: East side of tree line running through the centre of the property	



D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 **F.** 705.748.9944 **E.** wills@dmwills.com

Client Name:	**Site Location:**
2026243 Ontario Limited (Meyers Landscaping) c/o Michael Meyers	1880 8th Line, Township of Selwyn

Number:	9
Date:	2026-07-27
Direction: East	
Description: Northeastern field to the extent of the eastern property line	



Number:	10
Date:	2026-07-27
Direction: West	
Description: Northeastern field to the extent of the centre tree line	



D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 **F.** 705.748.9944 **E.** wills@dmwills.com

Appendix B

Pre-consultation Record

Township of Selwyn
Naturally Great.

Mailing Address
PO Box 270 Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

www.selwyntownship.ca

Record of Pre-Consultation

Prepared by the
Planning Department

Name: Michael Meyer		**Agent**: N/A
Lot: PT LOT 25	**Concession:** 8	**Ward:** Smith
Roll No: 1516.020.003.28800		

Municipal Address: 1880 8th Line		
Phone: Owner 705.749.8796	**Alt. Phone:**	**Email:** mmeyer@meyerslandscaping.com
Communicate via:	**Owner**: ☒	**Agent**: ☐

Meeting Date:	April 16, 2025
Meeting Location:	Zoom
Attendees:	Michael Meyer, Proponent Per Lundberg, Township of Selwyn (Planning Department) Robert Kelly, Township of Selwyn (Building Department) Tom Cowie, Hiawatha First Nation Pete Hynes, County of Peterborough (Public Works Dept.) Marnie Guindon, Otonabee Region Conservation Authority Gord Jopling, Township of Selwyn (Fire Dept.) Brianna Guiotto, Township of Selwyn (Economic Development)
Regrets:	Curve Lake First Nation

☒ A copy of the complete Record of Pre-Consultation will be sent to all attendees.

Existing Parcel Description	
Official Plan Designation:	Highway Commercial
Municipal Zoning:	Rural Exception 254 (RU-254) Zone
Area/Lot Dimensions:	±6.95 acres
Frontage:	±70 feet
Existing Use/Buildings:	Vacant Land

Pre-Consultation Completed for:

☐Plan of Subdivision *(Application submitted to County)*
☐Plan of Condominium *(Application submitted to County)*
☐Official Plan Amendment for:
- ☐County Official Plan *(Application submitted to County)*
- ☐Local Component of County Official Plan *(Application submitted to County)*

☒Zoning By-law Amendment – *(Application submitted to Township)*
☐Site Plan Application *(Application submitted to Township)*

Proposal Summary/Description:

The proposal is to create a contractor site with workshop/office and storage for a landscaping business including storage of materials (aggregates, bricks, soils, plant stock etc) and equipment. On-site nursery and plant propagation areas are also proposed. 10 employees are anticipated. No direct on-site retail sales of landscaping supplies are proposed.

Discussion:

Otonabee Region Conservation Authority (ORCA)

See attached.

County of Peterborough Public Works

A site entrance assessment and/or traffic brief will be required for review by the County Public Works Dept.

The site entrance assessment and/or traffic brief may be addressed at the site plan control stage for this proposal. Likewise, road widening and an entrance permit for a commercial entrance will also be required as part of or subsequent to site plan approval.

Township of Selwyn Building & Planning Department

Under the Township's Zoning By-law, landscaping businesses have been considered as garden centres as permitted by the Highway Commercial (C1) Zone. The subject property is currently zoned Rural Exception 254 (RU-254) which does not permit a landscaping business. To permit the proposed use, a zoning amendment will be required.

On further review by Township staff following the meeting, the site-specific zoning amendment will include permission for a landscaping business to be operated at this location to remove any interpretation issues regarding the inclusion of landscaping businesses within the definition of garden centres.

The Highway Commercial designation in the Official Plan for this site does not include explicit permission for a landscaping business but does include such commercial uses as building supply outlets, commercial nurseries and commercial greenhouses. The landscaping business, as proposed, is similar to these types of land uses and therefore conforms with the Official Plan. The lot configuration with its narrow road frontage is also less than ideal for what the Official Plan outlines as the main or predominantly permitted land uses in the Highway Commercial designation which includes the need to be highly visible to and cater to the travelling public.

Within the (C1) Zone, the on-site nursery and plant propagation areas would be considered as outside display and storage areas. Outside display and storage areas are subject to the applicable regulations for setbacks and lot coverage.

Site plan approval is required following the zoning amendment. Township staff recommend that the proponent requests a further pre-consultation meeting for the site plan application following approval of the zoning by-law amendment.

Summary of Report Requirements:

- Planning Justification Report
- Archaeological Assessment
- Site plan/Concept Plan (to demonstrate zoning compliance)

***Fees:**

Township Fees:

Minor Commercial Zoning Amendment $ 4175.00

**Please note fees increase annually.*

**Other applicable fees should be confirmed through staff at the Conservation Authority and Township Building Department.

Attachments:

- **Application Checklist**
- **ORCA comments**
- **Concept plan**

Record Completed By: Per Lundberg, Planner

The Township will not deem a ZBA and/or Site Plan application as "complete" until the required supporting reports have received Peer Review Clearances. A complete application will comprise of a completed application form, required reports with Peer Review Clearance, and applicable application fees.

The 'Record of Pre-consultation' will remain valid for up to 24-months following the date of the pre-consultation meeting at the discretion of the Manager of Building and Planning. If the required subsequent applications are not received by the Township within the 24-month period following the pre-consultation meeting, the Record of Pre-consultation becomes obsolete. The applicant will be required to submit a new 'Request for Pre-consultation Form' to the Township.

If an application is significantly modified after the pre-consultation meeting has taken place, the applicant may be required to undergo a new pre-consultation meeting.

Please Note: Personal information contained on this form is collected under the authority of Section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 as amended and will be used to assist in the correct processing of this application. If you have any questions about the collection, use or disclosure of this information by the Township of Selwyn, please contact the CAO or Clerk, Township of Selwyn, P.O. Box 270, Bridgenorth, ON K0L 1H0 (705) 292-9507.

Township of Selwyn
Naturally Great.

Mailing Address
PO Box 270 Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

www.selwyntownship.ca

Zoning By-law & Site Plan Applications
Application Checklist

Owner/Agent:
Michael Meyer

Date:
April 16, 2025

Property Address:
1880 8th Line

Roll Number:
1516.020.003.28800

Proposal: The proposal is to create a contractor site with workshop/office and storage for a landscaping business including storage of materials (aggregates, bricks, soils, plant stock etc) and equipment. On-site nursery and plant propagation areas are also proposed. 10 employees are anticipated. No direct on-site retail sales of landscaping supplies are proposed.

Official Plan Designation:
Highway Commercial

Zoning:
(RU-254) Rural Exception 254 Zone

Supporting document(s) required:

- ☒ Planning Study/Analysis
- ☐ Storm Water Management (SWM) Plan (To be confirmed)
  - ☐ Peer Review Clearance
- ☐ Traffic Study/Site Entrance Assessment
  - ☐ Peer Review Clearance
- ☐ Hydrogeological studies to determine water quality and quantity and sewage servicing capabilities (in accordance with MOECP guidelines and regulations)
  - ☐ Peer Review Clearance
- ☐ Functional Servicing Report (Municipal Water and Sewage Capacity Report which may include SWM Plan)
  - ☐ Peer Review Clearance
- ☐ Environmental Constraints mapping (lakes, rivers, wetlands, fish habitat, wildlife, ANSI's etc.)
  - ☐ Peer Review Clearance
- ☐ Market Analysis/Justification Study
  - ☐ Peer Review Clearance
- ☒ Archaeological Study
- ☐ Natural Resource Analysis (aggregates, mineral non-aggregates, forests, etc.)
  - ☐ Peer Review Clearance
- ☐ Noise Impact Study
  - ☐ Peer Review Clearance
- ☐ Agricultural Land Usage Justification
  - ☐ Peer Review Clearance
- ☐ Record of Site Condition (RSC) - Phase 1 Environmental Site Assessment (generally for lands previously used for commercial and industrial uses)
  - ☐ Peer Review Clearance
- ☐ Sewage System Evaluation
  - ☐ Peer Review Clearance (Building Dept)

Supporting site plan and/or survey:

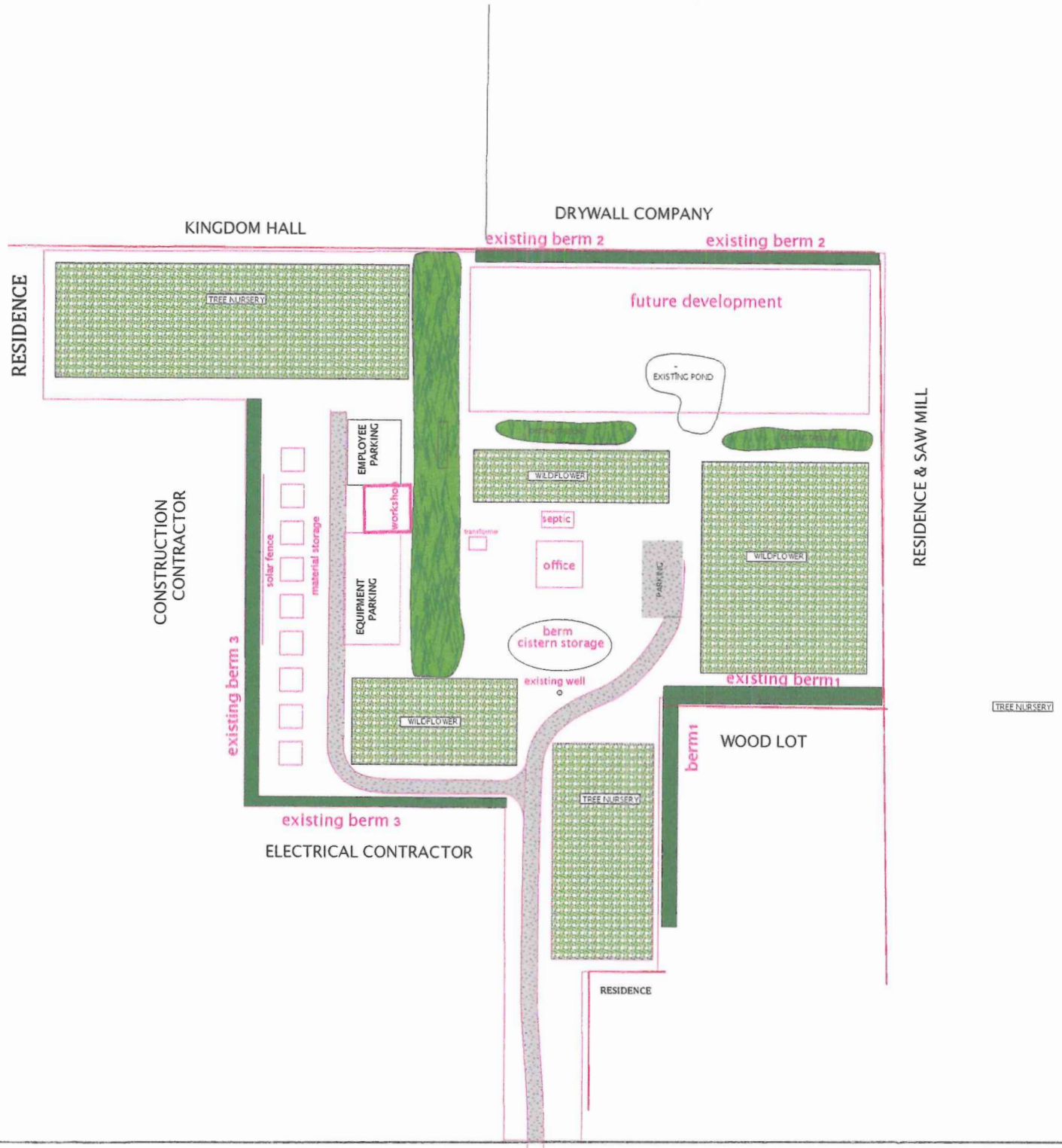
- ☐ Location survey completed by an Ontario Land Surveyor (OLS) showing existing buildings and structures including setbacks to lot lines (SRPR)
- ☒ Concept Plan (drawn to scale) showing:
  - ☒ location, size, & type of all existing and proposed buildings and structures, parking areas and parking stalls etc. inclusive of setbacks
  - ☒ approximate location of all natural and artificial features (e.g. vegetation, septic systems, wells, septic systems, hydro/bell lines, watercourses, etc)
  - ☒ Zoning compliance table

***Planning Act* Applications:**

- ☒ Zoning By-law Amendment, Township of Selwyn
- ☐ Minor Variance Application Township of Selwyn
- ☐ Site Plan Control Township of Selwyn
- ☐ Official Plan Amendment, County of Peterborough
- ☐ Consent to Sever, County of Peterborough

Recommended key agencies to contact:

- ☒ Otonabee Region Conservation Authority Marnie Guindon – 705-745-5791 x. 227
- ☐ Otonabee Region Conservation Authority Terri Cox – 705-745-5791 x. 219
- ☐ Trent Severn Waterway Alana Bolton - 705-750-4516
- ☐ Township of Selwyn – Public Works Adam Tobin - 705-292-9507 x. 238
- ☒ Township of Selwyn – CBO Robert Kelly - 705-292-9507 x. 219
- ☐ Township of Selwyn – Fire Chief Gord Jopling - 705-292-7282 ext. 201
- ☐ County of Peterborough – Planning Jennifer Clinesmith – 705-743-0380 x. 2403
- ☒ County of Peterborough – Public Works Pete Hynes - 705-775-2737 x. 3210
- ☒ Curve Lake First Nation – Lands and Resources Consultation Liaison – - 705-657-8045
- ☐ Ministry of Transportation CorridorEast@Ontario.ca - 613-544-2220
- ☒ Hiawatha First Nation – Lands and Resources Consultation Liaison, Tom Cowie - 705 295-4421 Ext. 216



1880 8th Line

Plan Review Pre-consultation Memo

To: **Township of Selwyn**
From: **Marnie Guindon, Planning and Regulations Officer, Plan Review & Permitting Services**
Date: **April 16, 2025**
Subject: **April 16, 2025 Pre-consultation Comments for an Zoning By-law Amendment (***Site Plan control for the structures after zoning)*

1880 8th Line

Description: Pre-Consultation meeting for the creation of a contractor site where landscape material is sold, equipment stored, and a workshop is constructed.

Documents Reviewed:

- Pre-Consultation Meeting Request Form
- Concept Plan, Submitted by Michael Meyers

Otonabee Conservation Pre-consultation Comments:

The subject property is located within the Otonabee Conservation Watershed. The Authority will review the forthcoming application for the following:

Natural Hazards Policy (Planning)

Otonabee Conservation will review the application for consistency with the Provincial Planning Statement and ensuring the proposed development does not create or aggravate existing natural hazards.

Subject property appears to be outside of any mapped natural hazard features. The submitted application should inform how the proposed development does not conflict with the policies of Chapter 5 of the PPS.

ORCA S. 28 Regulation (Permitting)

The proposed development appears to be outside of the regulatory area and therefore not subject to Ontario Regulation 41/24, therefore development permits will not be required.

The Request for Pre-consultation form notes cracked limestone and the Ortho's show potential high groundwater. Otonabee Conservation regulates unstable bedrock/karst (landscapes that display distinctive features from the physical erosion, and dissolution of bedrock by surface or ground water). Sink holes or collapse of the rock may be possible in areas of unstable bedrock. If karst formations are discovered on the property during construction, development should be halted, and you must contact the Conservation Authority staff.

Clean Water Act (CWA)

Otonabee Conservation will review the application to assess the applicability of the Trent Source Protection Plan (SPP) prepared under the Clean Water Act (CWA).

Preliminary review indicates that the subject property appears to be outside of the regulated areas under the SPP policies and a Restricted Land Use Notice is not required.

In addition, the subject property is entirely or partially in the vulnerable area(s) listed below.

- Highly Vulnerable Aquifer

Requirements and Recommendations

No additional studies or plans are required by Otonabee Conservation for the purposes of eventual review of the Zoning By-law Amendment application.

These pre-consultation comments are valid for two years from the date of this memo.

Summary Development Application Checklist:

Subject Property:

- ☐ Inside Natural Hazards and Regulated Area
- ☐ Partially Inside Natural Hazards and Regulated Area
- ☒ Outside Natural Hazards and Regulated Area

Permits for Proposed Work:

- ☐ Required
- ☒ Not Required
- ☐ Requires additional detail to make a determination

List of Studies Required:

- ☐ Building Elevations
- ☐ Compensation Plan
- ☐ Drainage Plan
- ☐ Drawings/Plans identifying lowest openings of all windows and entrances
- ☐ Environmental Impact Study
- ☐ Flooding/Floodplain Study
- ☐ Geotechnical Report
- ☐ Grading Plan
- ☐ Landscape Plan
- ☐ Lighting Plan
- ☐ Natural Hazard Assessment
- ☐ Planting/Rehabilitation Plan
- ☒ Site Plan
- ☐ Stormwater Management Report
- ☐ Topographic Survey
- ☐ Wetland Survey

- ☐ N/A

Clean Water Act

- ☐ SPP applies
- ☒ SPP does not apply
- ☒ Other Vulnerable Areas apply

Plan Review Fee

a minor Zoning By-law Amendment review for 2025 is $450.

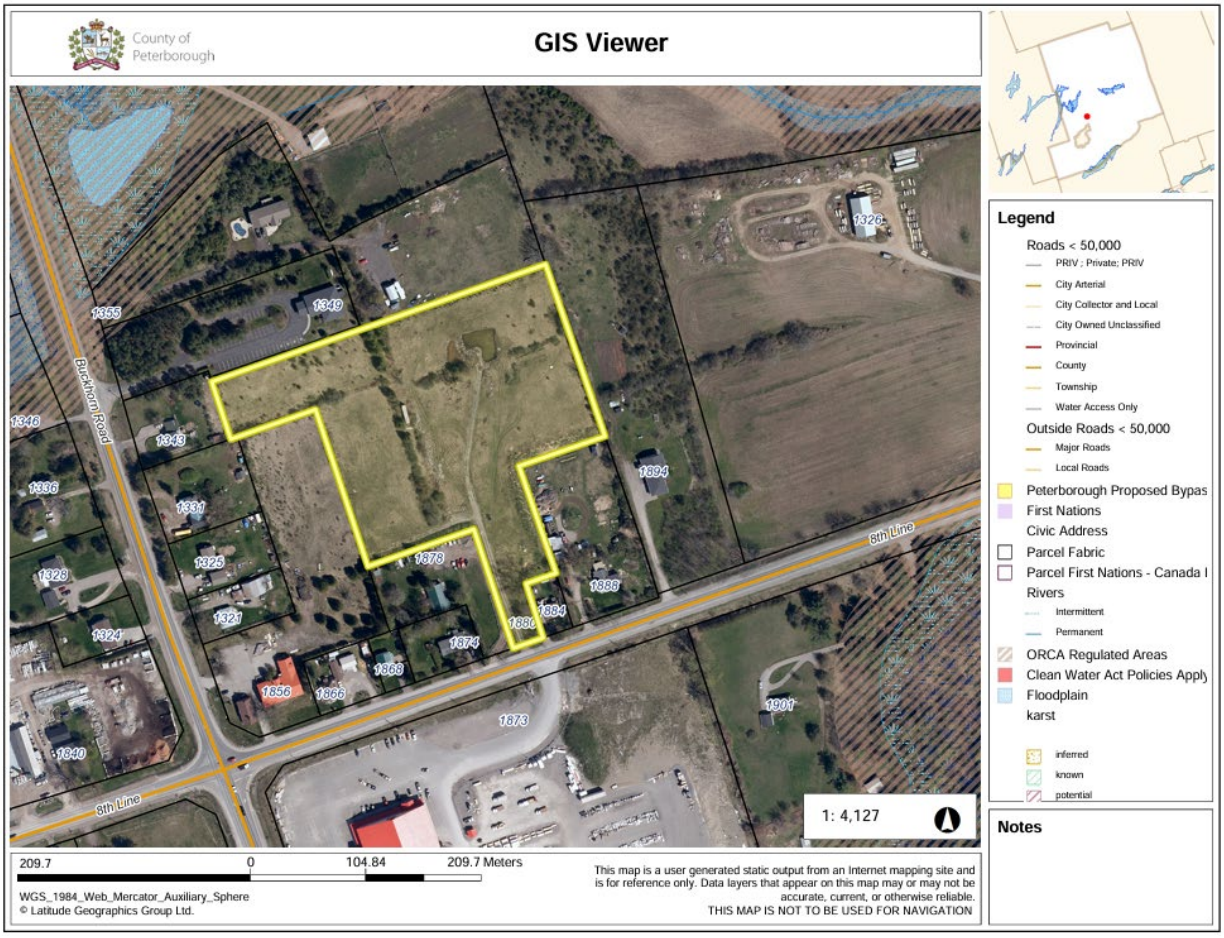


Figure 1:Regulatory Floodplain Screening Mapping

Note: As per Section 4(5) of the O. Reg. 41/24, the description of hazardous lands or hazardous sites shall prevail over the depiction of the same areas in the maps.