

## MEMORANDUM

**To:** Mayor Lambshead and Members of Council  
**Copy:** Ms. Barbara Waldon, CBO, Ms. Adele Arbour, RPP  
**From:** Chris Jones MCIP, RPP  
**Date:** May 12, 2025  
**Re:** Additional Residential Units

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### RESOLUTION R2023-137

On March 7, 2023, Council provided the following direction to the Planning Department with respect to the development of zone regulations for additional residential units:

*That Council receive the report from the Planning Consultant regarding Additional Residential Units; and further,*

*That Council direct staff to scope the number of buildings/lots that would be eligible for an Additional Residential Unit and determine the capacity of existing water systems and report back to Council with an assessment of going with Option 3, being to permit a maximum of one Additional Residential Unit in a dwelling or a maximum of one Additional Residential Unit in a detached accessory building.*

The purpose of this memo is to:

1. Provide further insight into the number of parcels that could be eligible for an additional residential unit;
2. Provide further insight into the ability of existing municipal water systems to sustain additional residential units;
3. Provide Council with a proposed regulatory framework to permit a maximum of one additional residential unit in a dwelling or in a detached accessory building; and,
4. Obtain Council direction to prepare a draft official plan and zoning by-law amendment and to schedule a public meeting in accordance with the requirements of the Planning Act.

### ADDITIONAL RESIDENTIAL UNIT (ARU)

An additional residential unit is a self-contained residential dwelling unit located within (or forming part of) a dwelling or accessory structure which is capable of functioning as an independent dwelling unit in a manner compliant with the Ontario Building Code.

## MUNICIPAL WATER SYSTEMS

There are three residential areas in the Municipality that are serviced by municipal water systems. These subdivisions are referred to as Buckhorn Lake Estates, Pirate's Glen and Alpine Village and in total represent approximately 300 residential lots.

The Ontario Clean Water Agency is responsible for the operation and maintenance of these water systems and was requested to comment on their ability to sustain additional residential units. In response the Senior Operations Manager indicated that the existing systems were reaching their capacity limits and it was suggested that remaining capacity should be prioritized for existing residential uses and vacant lots of record within the plans.

In light of these comments, a restriction on ARUs is recommended on existing lots serviced by municipal water systems in these areas.

## ANALYSIS OF RESIDENTIAL ZONED PARCELS

As was mentioned in earlier reports, the statutory focus for ARUs is on "*parcels of urban residential land*", which are generally defined as parcels which are serviced by municipal water and sanitary sewage systems. Trent Lakes does not have any "*parcels of urban residential land*" given that the Municipality does not have a sanitary sewage treatment system. It is primarily on this basis that Council has given direction to proceed with the preparation of an ARU regulation that is suited to rural and shoreline lots which utilize private water and septic systems. The proposed regulation is also further informed by the adopted County Official Plan which prohibits ARUs on private roads and on at-capacity lake trout lakes.

The primary zone categories which permit residential use and are located on public roads are the:

- Rural Residential (RR) Zone;
- Rural (RU) Zone;
- Shoreline Residential (SR) Zone; and,
- Hamlet Residential (HR) Zone.

According to an analysis undertaken in collaboration with the County of Peterborough GIS Department, there are approximately 3,175 parcels in Trent Lakes that are zoned in one of the four above-mentioned zone categories.

This total number of parcels is reduced to 2,791 to account for parcels not located within 300 metres of a lake trout lake.

It is also an underlying concern that many parcels in the municipality are limited in lot area, making it difficult to accommodate a primary septic system, let alone a secondary septic system that may be required to accommodate an ARU. On this basis,

the Planning Department requested the County to further refine the parcel count to only include lots which comply with the minimum lot area of 0.4 ha (1 acre). When this parameter was factored into the analysis it reduced the residential parcel count to 1,295.

In summary, if the proposed regulation authorized ARUs on existing residential lots:

- located on a public road;
- greater than 300 metres from a lake trout lake;
- that have a lot area compliant with minimum requirements, and;
- are not serviced by municipal drinking water system,

the total number of eligible parcels would be approximately 1,000. If half of these potentially eligible lots constructed an ARU, it could accommodate between 500 and 1,000 people, which is similar to the rate of population growth experienced by the Municipality between 2021 and 2024.

## **PROPOSED POLICY and REGULATORY FRAMEWORK**

The following is a summary of the policy and regulatory frameworks that would permit a maximum of one accessory residential unit in a dwelling or within a detached accessory building in the manner described above.

### ***The Proposed Official Plan Amendment***

The proposed official plan amendment is recommended as an interim measure while the County finalizes the new official plan.

The OPA would fulfil the following:

- Establish the basis for the OPA;
- Permit a maximum of one ARU on a lot with the proposed ARU permitted in either a dwelling or within a detached accessory building;
- Prohibit ARUs on lands accessed by private roads or within 300 metres of a lake trout lake or on lots that are sub-standard in terms of lot area and on lots serviced by a municipal drinking water system;
- Establish that the zoning by-law will permit ARUs only within appropriate residential zone categories;
- Establish that ARUs must be connected to a Class 4 septic system and share a water supply with the principal use;
- Establish that ARUs will not be authorized to be severed by the consent process.

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

The proposed zoning by-law amendment is recommended to consist of the following provisions:

#### **For an ARU within a dwelling:**

- a) all existing buildings and structures on the lot shall be lawful and compliant with the zone regulations;
- b) the lot shall have a minimum lot area of 4,000 m<sup>2</sup>;
- c) the septic system on the lot shall be lawful and/or compliant with the provisions of the OBC;
- d) the maximum total floor area of the additional residential unit shall be 85 square metres (915 ft<sup>2</sup>) and shall not exceed the total floor area of the primary dwelling unit;
- e) the lot shall accommodate a minimum of two parking spaces;
- f) the resultant two-unit dwelling shall share a common driveway;
- g) the principle dwelling and the additional residential unit shall have separate external points of entry;
- h) the resultant two-unit dwelling shall be compliant with the applicable zone regulations for a detached dwelling;
- i) the principle dwelling and ARU must share a common wall where they are constructed in a horizontal manner; and,
- j) the additional residential unit shall be connected to a Class 4 septic system.

#### **For an ARU within a detached accessory building:**

- a) all existing buildings and structures on the lot shall be lawful and compliant with the zone regulations;
- b) the lot shall have a minimum lot area of 4,000 m<sup>2</sup> and the building shall be compliant with the lot coverage and height regulations of the respective zone;
- c) the septic system on the lot shall be lawful and/or compliant with the provisions of the OBC;
- d) the maximum floor area of the additional residential unit shall be 85 square metres (915 ft<sup>2</sup>) and shall not exceed the total floor area of the primary dwelling unit;
- e) the lot shall accommodate a minimum of two parking spaces;
- f) the additional residential unit shall be confined to one floor;
- g) the principle dwelling and additional residential unit shall share a common driveway;

- h) the ARU shall not be permitted in the front yard;
- i) the accessory building housing the additional residential unit shall be compliant with the applicable yard and setback regulations for a detached dwelling;
- j) the accessory building housing the additional residential unit shall be located no more than 10 metres from the principle dwelling in the RR, HR and SR Zones and no more than 20 metres from the principle dwelling in the RU Zone; and,
- k) the additional residential unit shall be connected to a Class 4 septic system.

**Proposed Prohibitions would include:**

- the lot being serviced by a municipal-owned and maintained water system;
- the lot being located within 300 metres of the highwater mark of an at-capacity or moderately sensitive lake trout lake;
- the lot not abutting and having direct access to a public street or road;
- the lot being occupied by a guest cabin or an accessory building that contains plumbing facilities; or,
- the proposed ARU being located on lands below a regulated floodline or within 30 metres of a highwater mark, a watercourse or wetland.

**RECOMMENDATION**

If Council is in agreement with the findings and analysis of this report, the following recommendation is provided for Council's consideration:

1. That Council receive this report;
2. That Council gives direction to the Planning Department to prepare a draft OPA and ZBA in the manner summarized in this report and to schedule a public meeting in accordance with the Planning Act.

Respectfully Submitted,




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Chris Jones MCIP, RPP