



The Corporation of the Township of Huron-Kinloss

Staff Report

Report Title: Housekeeping - Comprehensive Zoning By-law By-law 2018-98, as amended

Date: Apr. 20, 2026

Report Number: BLD-2026-15

Department: Building and Planning

File Number: C11 BLD26

Prepared By: Brett Pollock, Manager of Building and Planning/CBO

Attachments: Draft Comprehensive Zoning By-law

Recommendation:

THAT the Township of Huron-Kinloss Council hereby approves Report BLD-2026-15 prepared by Brett Pollock, Manager of Building and Planning/CBO;

AND THAT Council direct Staff to schedule and hold a statutory public meeting in accordance with Section 34 of the Planning Act to consider the proposed Zoning By-law housekeeping amendments;

AND FURTHER THAT notice of the public meeting be given in accordance with the Planning Act.

Background:

A zoning by-law housekeeping exercise is undertaken to keep the Township's zoning clear, accurate, and up to date. Over time, zoning by-laws can develop minor errors, inconsistencies, outdated references, or unclear wording that do not reflect current legislation, Council decisions, or established practices. Housekeeping amendments address these technical and administrative matters to improve readability, ensure consistency, and better reflect Council's original intent, without changing the overall land use permissions.

Regular housekeeping also supports efficient administration and development review by reducing confusion for property owners, applicants, and staff. Further, clear and consistent regulations help avoid misinterpretation and can reduce the need for unnecessary planning applications, such as minor variances or site-specific zoning amendments. By proactively correcting these matters, the municipality improves customer service and streamlines approvals.

Discussion/Analysis/Overview:

The proposed Zoning By-law amendment includes a broad range of housekeeping revisions identified through feedback from Council, Staff, Developers, Contractors, and Residents as well as opportunities for improvement identified through the ongoing administration and interpretation of the Zoning By-law.

A significant portion of the changes relate to clarifying and updating definitions to ensure consistent interpretation across zones and alignment with current provincial legislation and terminology. This includes refinements to definitions related to buildings (such as building height and storeys), lot configuration (including lot lines and yard types), street classifications, and newer or evolving land use terms such as additional residential units, stacked townhouses, and on-farm diversified uses.

Additional amendments focus on refining general provisions and standards that apply township-wide. This includes clarifying regulations for accessory buildings, permitted encroachments into yards, parking and driveway standards, setbacks from roads, drains, watercourses, and Environmental Protection zones, and the operation of home-based businesses.

The amendment also includes updates to provisions related to residential intensification, additional residential units on serviced and unserved lots and on farm properties. The revisions clarify unit limits, servicing requirements, location, and relationships to principal dwellings, reflecting current Provincial Policy direction and existing Township practices.

Finally, the proposed amendment addresses technical corrections and consistency updates throughout zone-specific regulations. These include formatting corrections, numbering and cross-reference fixes and clarification of existing site-specific permissions.

For clarity the proposed amendments have been included in the attached file for Councils review with the additions indicated in **red text** and the deletions indicated by **red text with a strikethrough**.

Staff will update the draft by-law to incorporate any Council requested changes and complete administrative changes to the draft by-law, including but not limited to minor errors, formatting, numbering, etc. in preparation of the public meeting with the final draft by-law being posted on the Township website prior to the public meeting and in accordance with the planning act.

Financial Impacts:

The project has been completed by utilizing staff time and the Bruce County and Municipal Planning Services Agreement with the only financial impacts to date consisting of the cost of advertising.

Strategic Area:

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| <input checked="" type="checkbox"/> Embrace a thriving rural lifestyle | <input checked="" type="checkbox"/> Enhance Municipal Service Delivery |
| <input checked="" type="checkbox"/> Prepare for Inclusive Growth | <input type="checkbox"/> Ensure Financial Stability |

Strategic Goal: Strive for continuous improvement and increased efficiency

Respectfully Submitted By: Brett Pollock Manager of Building and Planning/CBO

Report Approved By: Jodi MacArthur, Chief Administrative Officer