

# Zoning Confirmation Report

## Terms of Reference

### 1. Description

The purpose of the Zoning Confirmation Report (ZCR) is to identify all zoning compliance issues, if any, at the outset of a *Planning Act* application.

### 2. When Required

- All zoning by-law amendment applications; and
- All site plan control applications.

### 3. Contents

The Zoning Confirmation Report comprises two components depending on the type of application submitted:

#### Component 1 – Zoning Confirmation Report Checklist

Is required for all Site Plan Control applications and all Zoning By-law amendment applications. The intent of the ZCR Checklist is to determine whether a proposal meets the requirements of the Zoning By-law or whether relief is required before the application can be deemed complete. The applicant is required to fill out the ZCR Checklist that forms part of this Terms of Reference.

- ZCR Checklist - Refer to Annex 1

#### Component 2 – Zoning Confirmation Report Draft List of Requested Relief

Is required for all Zoning By-law amendment applications only and consists of a draft list of requested relief from the Zoning By-law. The intent is for the applicant to ensure that the requested relief is comprehensive, specific and consistent with the rest of the Zoning By-law.

- ZCR Draft List of Requested Relief - Refer to Annex 2

NOTE: The requirements of the two ZCR components may be modified by staff on a case-by-case basis to suit the development.

### 4. Roles and Responsibilities / Qualifications

A Zoning Confirmation Report must be signed by the applicant or an authorized representative of the applicant.



## 5. Annex 1 - Zoning Confirmation Report Checklist

A. Project Information			
<b>Review Date:</b>	April 25 2025 <i>B. Alhina</i>	<b>Official Plan designation:</b>	Industrial & Logistics (C17) Rural Industrial & Logistics (B9)
<b>Municipal Address(es):</b>	145 Walgreen Road	<b>Legal Description:</b>	Part of Block 5, Plan 4M-300
<b>Scope of Work:</b>	Site Plan Control to permit an addition to the existing heavy equipment and vehicle sales, rental, and servicing facility with accessory office space and a new accessory compressed natural gas fuelling station.		
<b>Existing Zoning Code:</b>	Rural General Industrial Subzone 4	<b>By-law Number:</b>	2008-250
<b>Schedule 1 / 1A Area:</b>	Area D	<b>Overlays Applicable<sup>1</sup>:</b>	n/a

<sup>1</sup> Mature Neighbourhoods Overlay, Floodplain Overlay, and/or Heritage Overlay.

B. Zoning Review			
For Zoning By-law Amendments, please use the proposed zone and subzone requirements, if different than existing.			
<b>Proposed Zone/Subzone (Zoning By-law Amendments only):</b>	n/a		
Zoning Provisions <sup>1</sup>	By-law Requirement or Applicable Section, Exception or Schedule Reference	Proposal	Compliant (Y/N)
<b>Principal Land Use(s)</b>	Section 219	Heavy Equipment and Vehicle Sales, Rental & Servicing	Yes
<b>Lot Width</b>	Table 220B(a), 30m	179.56m	Yes
<b>Lot Area</b>	Table 220B(b), 1800 m <sup>2</sup>	23,696.64m <sup>2</sup>	Yes
<b>Front Yard Set Back<sup>2</sup></b>	Table 220B(c), 12m	24.91m	Yes
<b>Corner Side Yard Setback</b>	n/a	n/a	n/a
<b>Interior Side Yard Setback</b>	Table 220B(e)(i), 4.5m	16.62m	Yes
<b>Rear Yard Setback</b>	Table 220B(d)(i), 7.5m	29.96m	Yes
<b>Lot Coverage -Floor Space Index (F.S.I.)</b>	Table 220B(h), 50%	7%	Yes
<b>Building Height<sup>3</sup></b>	Table 220B(g), 15m	7.46m	Yes
<b>Accessory Buildings Section 55</b>	n/a	n/a	n/a



<b>Projections into Height Limit Section 64</b>	n/a	n/a	n/a
<b>Projections into Required Yards Section 65</b>	n/a	n/a	n/a
<b>Required Parking Spaces Section 101 and 103</b>	N41, 9 Spaces N59, 17 Spaces	126 Spaces	Yes
<b>Visitor Parking spaces Section 102</b>	n/a	n/a	n/a
<b>Size of Space Section 105 and 106</b>	2.6m x 5.2m	2.6m x 5.2m (MIN)	Yes
<b>Driveway Width Section 107</b>	6.0m	9.0m	Yes
<b>Aisle Width Section 107</b>	6.7m	6.7m	Yes
<b>Location of Parking Section 109</b>	n/a	n/a	n/a
<b>Refuse Collection Section 110</b>	9m from Lot Line (Abut Street) 3m from Lot Line Opaque 2m Screening	>9m 3.0m 2.1m	Yes
<b>Bicycle Parking Rates Section 111</b>	n/a	2	Yes
<b>Amenity Space Section 137</b>	n/a	n/a	n/a
<b>Other applicable relevant Provision(s)</b>			
<b>Setback for Facility Relating to Handling/Transfer of Natural Gas (Section 66)</b>	Not permitted in required yard or within 30 metres of a lot line abutting residential zone.	Outside of required yards and not within 30 metres of lot line abutting residential.	Yes
<b>Minimum Required Loading Spaces (Heavy Equipment/Vehicle Sales, Rental &amp; Servicing - 1000 to 1999m<sup>2</sup>)</b>	1	2	Yes
<b>Minimum Required Loading Spaces (Office - 350 to 999m<sup>2</sup>)</b>	0	0	Yes

<sup>1</sup> This template represents a small selection of applicable provisions. Please consider the lot's geography (i.e. corner/through lot, proximity to water, inside/outside Greenbelt) and proposed land use (i.e. drive through operation, outdoor commercial patio, Planned Unit Development, long semi) and consult the by-law to determine which other sections of the By-law must be met. This can be attached in a separate document.

<sup>2</sup> Note that different performance standards apply to low-rise residential development inside the Greenbelt. Please reference Section 144 for these standards, where applicable.

<sup>3</sup> This includes maximum building height, minimum building height and setback provisions, where they exist

## E. Comments / Calculations