



August 1, 2025

Joanna Bowes, Director of Development Services  
Town of Perth  
80 Gore Street East  
Perth, Ontario  
K7H 1H9

**RE: Proposed Zoning By-Law Amendment and Site Plan  
26 Craig Street  
Lot 8 and Part Lot 7, S/S Craig Street, Plan 8828  
Town of Perth  
Owner: Fishbowl Holdings Inc. c/o Trevor and Brad McNamee**

Dear Mrs. Bowes,

Egis Canada has been retained by the property owner to assist with a Zoning By-Law Amendment for the property at 26 Craig Street in Perth, described as Lot 8 S/S Craig Street, and Part Lot 7 S/S Craig Street, on Registered Plan 8828. The property currently houses the Full Circle Theatre and was previously used as a car wash. A permission application approved in 2009 under file number A-02/09 changed the use to a theatre. The owners are seeking to re-zone the property to add Fitness Centre and Wellness Centre as permitted uses for the property to allow for part of the building to be used for fitness and wellness classes. The proposed Zoning By-Law Amendment will seek to re-zone the property from Residential Third Density (R3) to a site-specific Neighbourhood Commercial – Exception (C3-x) zone with Fitness Centre and Wellness Centre sought as additional permitted uses for the new zone. A DST pre-consultation meeting to discuss the proposal occurred on April 24, 2025. A site-plan application will be required subsequent to the Zoning Amendment being approved.

## 1.0 SUBJECT PROPERTY

The subject property is located at 26 Craig Street in Perth, described as Pt Lot 7 S/S Craig St, Lot 8 S/S Craig St, Plan 8828, Lanark S Drummond, Pt 1 & 2, 27R-3518. The property measures approximately 1,509 square metres in size with 31.5 metres of frontage on Craig Street (See Figure 1). The Craig Street Cemetery abuts the property to the east. Of note, the parcel lines on the GIS mapping are not accurate. The aerial photo shows the building centred on the property. The survey for the lot 27R-3518 shows the building is actually only a few centimetres from the western side lot line (See Figure 2).



Figure 1 – Aerial View of 26 Craig Street

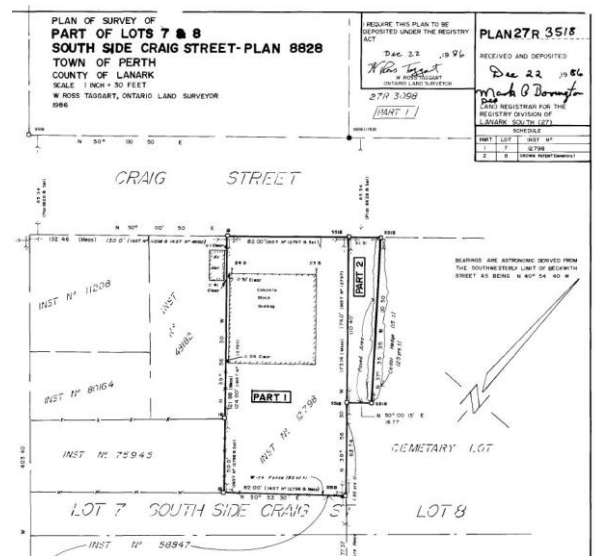


Figure 2 – Excerpt of Plan 27R-3518 Showing the Location of the Building Relative to the Property Boundary

## 2.0 PROPOSED DEVELOPMENT

The proponents are seeking to renovate a portion of the building interior to use for fitness and wellness classes. The interior is currently comprised of two open spaces divided by a wall (See Figures 3 and 4). The classes would be conducted in the east portion of the building as seen in Figure 4. Much of the seating, staging areas, and washrooms for the previous theatre have been removed. The existing building will be retained.



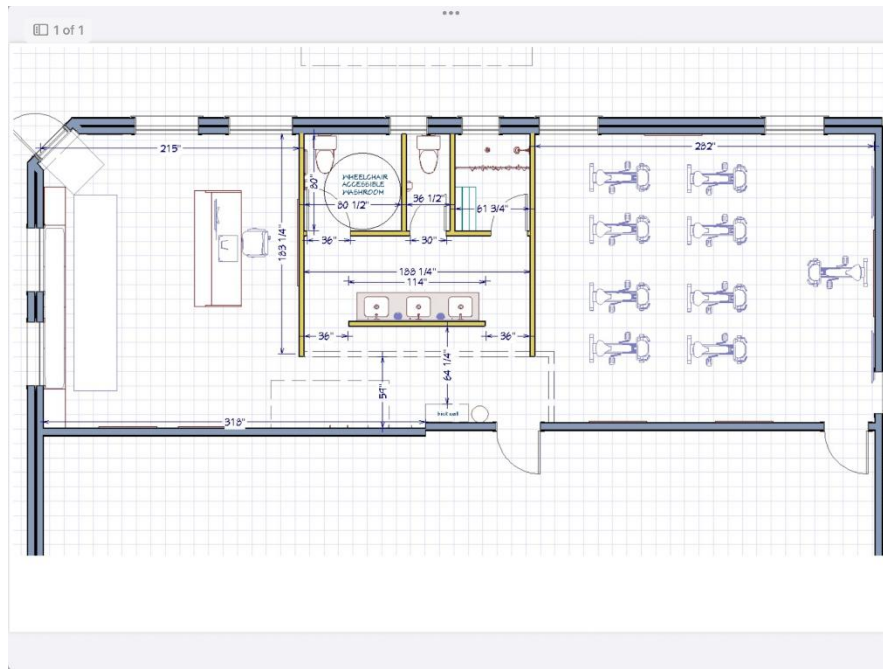
Figure 3 – Left (west) Side of Building Interior



Figure 4 – Right (east) Side of Building Interior

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Floor plans and elevations have been provided for the redevelopment by the property owner. Figures 5 and 6 below show the conceptual floor layout for the new spin studio. The total floor area of the new use is approximately 111.5 square metres or 1,200 square feet. A reception area will be located near the main entrance. New washrooms will be installed. The remainder of the space will be used to conduct classes. Some changes to the building façade are also proposed as part of the redevelopment (See Figures 7).



**Figure 5 – Conceptual Floor Layout with Dimensions**



**Figure 6 – Rendering of Conceptual Floor Layout**



**Figure 7 – Proposed Exterior Façade Updates to Building**

Parking activities will occur to the rear of the building. Asphalt driveways and parking areas are already established on-site and are not proposed to be altered. Save for some minor modifications to the interior of the structure the Zoning By-Law Amendment will not result in significant redevelopment or site changes. A conceptual plan for the site will be submitted with this report.

### **3.0 POLICY REVIEW**

#### **3.1 PROVINCIAL PLANNING STATEMENT (PPS) 2024**

The Provincial Planning Statement (PPS) 2024, issued under the authority of Section 3 of the Planning Act, provides policy direction on matters of provincial interest related to land use planning and development. The Provincial Planning Statement came into effect October 20, 2024, replacing the Provincial Policy Statement that came into effect on May 1, 2020.

**Chapter 2** of the PPS 2024 speaks to Building Homes, Sustaining Strong and Competitive Communities with policies for Planning for People and Homes found under **Section 2.1**. Planning Authorities can help achieve complete communities by:

- a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;*

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- b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and*
- c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups*

The proposed Zoning Amendment will include exceptions to add Fitness Centre and Wellness Centre as permitted uses to allow for fitness and wellness classes to be conducted out of the current building. These proposed exceptions will help to accommodate a wider range and mix of land uses for the property. Though the property is in a Residential zone, uses on-site have historically been neighbourhood commercial uses. Maintaining similar neighbourhood commercial uses will help meet the long-term needs of local residents, will allow for the full participation in the classes offered for all residents, and will help improve the overall quality of life by providing fitness and wellness services aimed at enhancing overall health.

**Section 2.2** of the PPS 2024 speaks to Housing. The property does not contain residential uses and no new residential units are proposed through the Zoning By-Law Amendment.

**Section 2.3.1** of the PPS speaks to General Policies for Settlement Areas. The Zoning Amendment is proposed for 26 Craig Street falling within the Settlement area of Perth. Settlement Areas shall be the focus for growth and development (PPS 2.3.1.1). The existing non-residential building will be retained and renovated to provide the new fitness and wellness classes. Existing driveways and parking areas will be maintained in their current state to provide access and parking for attendees of the classes to be offered. The proposal will efficiently use the land and resources available (PPS 2.3.1.2[a]), will optimize planned infrastructure to provide access and servicing connections (PPS 2.3.1.2[b]), will support active transportation through the provision of bicycle parking and use of existing municipal sidewalks (PPS 2.3.1.2[c]), and would be transit supportive (PPS 2.3.1.2[d]). Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities (PPS 2.3.1.3). Currently, the existing building is vacant and underutilized. The Zoning Amendment will allow for the redevelopment of the property to achieve a more complete community with additional neighbourhood commercial uses to serve local residents.

**Section 2.8** of the PPS speaks to Employment. The proposed land use of fitness and wellness classes would bring some opportunities for new employment as instructors will be needed for the various fitness and wellness classes offered. Permitting these classes through the proposed Zoning Amendment for the property will promote economic development and competitiveness by providing an appropriate range of new uses serving the local public (PPS 2.8.1.1[a]) and will diversify the economic base by re-utilizing a vacant non-residential building to support a new business (PPS 2.8.1.1[b]). Due to the underutilized nature of the property it would be considered a strategic site for investment of new neighbourhood commercial uses (PPS 2.8.1.1[c]). The

proposed fitness and wellness classes will be conducted within the building avoiding potential impacts on abutting residential uses and providing an appropriate transition between sensitive residential uses and the new neighbourhood commercial use (PPS 2.8.1.1[e]). The site is not within an Employment Area pursuant to the policies of Section 2.8.2 of the PPS.

**Section 3.6** of the PPS speaks to Sewage, Water and Stormwater. Currently, the existing non-residential building is located on full municipal services. Pursuant to PPS 3.6.2 *"Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety."* The site will maintain current servicing connections to provide water and sewage disposal for the new use.

**Chapter 4** of the PPS speaks to the Wise Use and Management of Resources with Natural Heritage policies found under **Section 4.1**. There is no natural heritage features found on or abutting the subject property.

**Section 4.2** of the PPS speaks to Water. The Tay River is located approximately 135 metres to the northeast of the property at 26 Craig Street. The property is separated from the river by several adjacent properties, is fully located outside of floodplain areas, and is fully outside of the Rideau Valley Conservation Authority regulation limit. Overall, no impacts on the surface water feature are anticipating from the proposed Zoning Amendment.

**Section 4.3** of the PPS speaks to Agriculture. The subject property is located within the Town of Perth well separated from any agricultural or livestock operations.

**Section 4.4** of the PPS speaks to Minerals and Petroleum, neither of which have been identified on or abutting the subject property.

**Section 4.5** speaks to Mineral Aggregate Resources which have not been identified on or abutting the subject property.

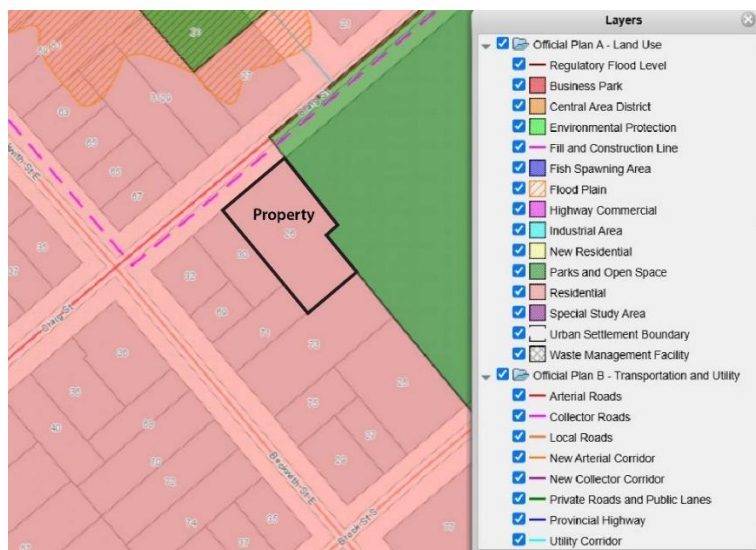
**Section 4.6** of the PPS speaks to Cultural Heritage and Archaeology. The property to the east of 26 Craig Street contains a cemetery which is considered a cultural heritage feature. The property boundary is marked by a fence and several significant mature trees which will be retained. Section 4.6.3 of the PPS states *"Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property unless the heritage attributes of the protected heritage property will be conserved."* The Zoning By-Law Amendment is seeking to renovate the interior of the existing building at 26 Craig Street and utilize the existing parking and access features. No exterior development or site alteration is proposed. Re-use of the property for fitness and wellness classes will conserve the heritage value of the cemetery lands.

**Chapter 5.0** of the PPS speaks to Protecting Public Health and Safety with policies for Natural and Human-Made Hazards. The property falls entirely beyond the floodplain limit of the nearby Tay River. No development or site alteration would occur within the floodplain areas (PPS 5.2.3[c]). No mine hazards; oil, gas, and/or salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations have been historically located on the property (PPS 5.3.1). The site does not contain any known sources of contamination from past uses or abutting land uses (PPS 5.3.2). The previous car wash and theatre uses would not have included activities that could have caused site contamination. As the site is remaining commercial in nature no ESA would be required in support of the Zoning Amendment.

Overall, Zoning By-Law Amendment proposed for 26 Craig Street to permit neighbourhood serving commercial uses in the form of new fitness and wellness classes would be consistent with the policies of the Provincial Planning Statement (PPS) 2024.

### 3.2 Town of Perth Official Plan

The subject property is designated Residential on the Town of Perth Official Plan Schedule A – Land Use Designations and Overlays, and as seen on the Town’s interactive GIS mapping (See Figure 8). Craig Street is identified as an Arterial Road on the Town’s Official Plan Schedule B – Transportation, as seen in Figure 8. Lands to the north, west and south fall within the same Residential designation. The cemetery to the east is designated Parks and Open Space. The subject property is located outside of identified flood plain areas and falls beyond the Fill and Construction Line shown on Schedule A to the Official Plan.



**Figure 8 – Excerpt of the Town of Perth Interactive Mapping Showing Official Plan Schedules A & B**

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**Section 4** of the Town of Perth Official Plan speaks to Economic Development recognizing the ever-changing nature of the economic base within the Town. **Section 4.2** includes a Mission Statement intended to outline the strategy for economic development:

*To advance local economic development and tourism through activities and actions which will help retain existing enterprise, organizations and services as well as encourage economic growth.*

The proponents are seeking a Zoning By-Law Amendment in order to renovate and use the subject property at 26 Craig Street for a variety of fitness and wellness classes. The proposal will provide services for residents in and around Perth while encouraging economic growth and re-use of an existing underutilized property with available infrastructure and servicing to support the use. Further, Section 4.4 provides strategies for economic development which include the promotion of business retention and growth. A Zoning By-Law Amendment to re-zone the property to support new neighbourhood serving commercial uses would result in economic development of the property as envisioned by the Mission Statement of Section 4.2.

**Section 5** of the Official Plan speaks to Functional Support Policies with requirements for Sewage and Water found under **Section 5.2**. The Plan states Council shall require all development and redevelopment to be located on municipal water and sewer services (Sec. 5.2[A]). The property at 26 Craig Street has full municipal water and sewage services without the need for additional capacity. Though the proposal is seeking new commercial land uses beyond the extent of existing commercial development between Dufferin Street and the northerly limit of the Town, the building already contains the required servicing allocation needed for the redevelopment (Sec. 5.2[E]).

**Section 5.3** of the Official Plan speaks to Storm-Water Management and Drainage. It is Council's policy that storm-water management (SWM) be provided for all urban development (Sec. 5.3[A]). A catch basin is located at the front of the property to provide for SWM. Pervious grassed areas at the rear will allow for additional storm-water infiltration. The use will not result in increased flooding or erosion that would negatively impact the nearby Tay River (Sec. 5.3[C]). The pre-consultation with Town of Perth staff April 24, 2025, determined Grading and Drainage plans and a SWM Brief would be required if changes are proposed to the paved and grassed areas on the property. Based on a review of parking provisions the existing parking area to the rear of the building can provide for the required parking for the new use to meet the Zoning By-Law without expansions to the parking area.

**Section 5.5** of the Official Plan speaks to Transportation with policies pertaining to roads, sidewalks, bicycles, and overall functionality of the road system. The property currently contains a barrier-free handicap space accessed directly from Craig Street and not the internal driveway. The proposal is to re-orient this space to be



accessed from the interior driveway to help mitigate potential interactions between motorized, non-motorized, and pedestrian traffic from having a car backing out onto Craig Street. The driveway, parking area, and municipal sidewalk will all be maintained in their current configurations ensuring the street and sidewalk networks continue to support a variety of transportation modes (OP 5.1[A]1). A new bike rack is proposed on-site to help encourage cycling to and from the site to attend the fitness and wellness classes (OP 5.1[F]).

**Section 6** of the Official Plan speaks to Heritage with policies for Cemeteries and Burial Sites found under **Section 6.8.5**. The Craig Street Cemetery abuts the property to the east. The Official Plan requires archaeological assessments and appropriate consultation with Ministry staff when an identified and marked or unmarked cemetery is affected by land use development. The property at 26 Craig Street is already developed with a building and associated asphalt parking. The site has previously contained multiple uses like a car wash and a theatre which have operated without significant impacts on the cemetery. Renovation of the building interior and continued use of the parking area would not result in any new impacts on the abutting cemetery. There is no significant construction activity planned, the site is already fully serviced, and vegetative buffering including a fence is located along the shared interior side lot line between the property and the cemetery. Redevelopment can occur without impacting the existing cultural heritage value of the cemetery.

**Section 7** of the Official Plan speaks to Public Health and Safety with policies for natural and human made hazards and environmental protection. The property at 26 Craig Street is located beyond any environmental protection areas and does not have any identified natural hazards such as flooding or erosion. There is no reason to believe past land uses have resulted in site contamination. Redevelopment is seeking a new commercial use for the property where commercial uses previously operated. There will be no increase in the sensitivity of land uses (i.e. changing from commercial to residential uses) avoiding the necessity to complete any site assessments or records of site condition. Other than minor movement of vehicles on-site there are no anticipated noise or vibration concerns from the proposed use. Redevelopment of the property would be consistent with the policies of Section 7 of the Official Plan.

**Section 8** of the Official Plan speaks to Designation and Development Policies. Residential Area policies are located under **Section 8.1**. The Plan envisions the residential areas of Perth to provide a full range and mix of housing types and densities. Though 26 Craig Street is designated residential it has contained non-residential uses for many years. The Plan states *“non-residential uses in residential areas will be integrated using site plan control and other tools and may include parks, limited local commercial uses serving the neighbourhood, public service facilities (schools and churches), long-term care homes and cemeteries”* (Sec. 8.1.1[d]). The Zoning Amendment is seeking to place the property into a Neighbourhood Commercial (C3) zone and to add Fitness Centre and Wellness Centre as permitted uses allowing for fitness and wellness classes serving the local neighbourhood to be conducted. Based on discussions during the DST Meeting April 24, 2025, the proposed use

could be considered local commercial serving the neighbourhood and would not require an Amendment to the Official Plan.

**Section 8.1.3** of the Official Plan speaks to the Residential Area designation. Permitted uses are listed under **Section 8.1.3.2**. *“Neighbourhood-serving uses such as places of worship, limited local commercial services and public service and institutional facilities including cemeteries and long-term care homes appropriate to the neighbourhood”* are permitted (Sec. 8.1.3.2.3). The Official Plan does not provide definitions for what comprises local commercial or neighbourhood-serving uses in the definitions section. Generally, neighbourhood-serving uses are considered to be uses where people are traveling to the site, like a convenience store where residents can go as needed for daily necessities. Neighbourhood-serving zones are meant to sustain local business, generally of a smaller scale, within smaller districts or areas of land. The proposed use of the site for fitness and wellness classes would fall under the umbrella of neighbourhood serving uses. Neighbourhood Serving Uses are addressed under Section 8.1.3.13 of the Official Plan.

**Section 8.1.3.13** of the Official Plan speaks to Neighbourhood Serving Uses. It is the intent of the Plan to permit neighbourhood-serving uses in the Residential designation that are complementary and normally associated with a residential environment (Sec. 8.1.3.13[a]). These uses can include public service and institutional uses like schools, health care facilities, and places of worship, or for neighbourhood serving uses like convenience stores, small scale coffee shops / snack bars, professional offices, personal service and pet grooming establishments, laundromats, dry cleaning drop-off services, and artistic and instructional studios. *“Other similar small-scale neighbourhood-serving commercial uses may be permitted in the Residential Area where their characteristics are not dissimilar from those listed above and the proposed use satisfies the policies of this Plan”* (Sec. 8.1.3.13[b]). The uses listed above are generally uses where customers or guests are staying for limited periods of time. Whether going to the store, grabbing a coffee, or going to the laundromat these are activities that generally take a few minutes to a few hours at most. Similarly, the fitness and wellness classes proposed to be conducted at 26 Craig Street have shorter time durations where customers come for a set period of time, participate in the class, and then leave. Pursuant to Section 8.1.3.13[c] in reviewing applications for new neighbourhood-serving uses in the Residential Area, the following criteria shall be considered:

1. *The lot size and configuration, and the size and scale of the proposed commercial use, shall be consistent with the built-form of surrounding residential and institutional uses;*

- The property is an existing lot of record and contains an existing non-residential building of similar size and scale to surrounding uses. The built form of the site is not proposed to change.

2. *Setbacks from front and side lot lines shall generally emulate the setbacks of buildings on adjacent properties wherever possible to establish a consistent streetscape and building form;*

- The building is setback from Craig Street a similar distance to properties further west and will not be altered or re-located as part of the redevelopment. The building is already located within a few centimetres of the west side lot line. No change in setbacks is proposed.

3. *Buffering and screening by means of fencing and landscaping may be required to mitigate externalities associated with lighting, noise (Noise Study), parking areas and commercial activities;*

- The common lot line with the cemetery contains ample fencing (chain-link) and landscaping to mitigate any impacts from future site uses (See Figure 9). Opaque board fences with landscaping already exist along the rear and west interior side lot lines to buffer and screen on-site activities from surrounding residential uses (See Figure 10). No outside storage or activities are planned for the new use. All fitness and wellness classes are to be conducted within the building. Existing screening and buffering on the site should be sufficient to mitigate future activities relating to the parking and movement of vehicles and pedestrians to and from the site.



**Figure 9 – Existing Buffering / Screening  
along the East Interior Side Lot Line**



**Figure 10 – Existing Buffering / Screening along  
the West Interior Side and Rear Lot Lines**

4. *Neighbourhood-serving commercial uses shall generally be directed to lots fronting on arterial and collector roads with preference for corner lots;*

- Craig Street is identified as an arterial road on Schedule B to the Official Plan.

*5. Neighbourhood-serving commercial uses shall locate where there is adequate off-street parking available, or where there is adequate existing supplemental on-street parking;*

- Based on the parking rates identified in the Zoning By-Law the proposed use would best fall under the General Business Rate requiring one (1) space per 23.2m<sup>2</sup> of Floor Area, Gross with a minimum of 1 space. Based on the total floor area for the new use of 111.5 square metres, the use would require five (5) parking spaces. The rear parking area is large enough to provide the required parking spaces. A barrier-free space is located toward the front of the property.. As such, the existing parking area is large enough to provide for the required off-street parking for the new use.

*6. Neighbourhood-serving commercial uses shall be of a size and scale appropriate to the neighbourhood such that they will not result in the attraction of large volumes of traffic from outside the general residential area that is intended to be served (Traffic Study);*

- The site will not be a significant generator of customer traffic nor would it attract large volumes of traffic. Customers would be local and may not require the use of a vehicle to visit the site. The size and scale of the use would be appropriate for the neighbourhood.

*7. Neighbourhood-serving commercial uses should be encouraged to cluster with other non-residential uses in the Residential Area (e.g. parks, community centres, existing commercial uses, institutional uses). Clusters of neighbourhood-serving commercial uses should generally not exceed three units;*

- The abutting property to the east is a non-residential cemetery use, but the majority of remaining properties directly abutting are residential in nature. The site has already housed several non-residential uses in the past. Continuing usage of the property for a commercial business would not set any negative precedent for land use in the neighbourhood.

*8. Neighbourhood-serving commercial uses should not be located so as to lead to the expansion of the Central Area District or the Highway Commercial District along local streets;*

- Use of the site for a commercial business would not require expansion to either the Central Area District or the Highway Commercial District.

*9. Neighbourhood-serving commercial uses in the Residential Area shall not include facilities for drive-through services.*

- No drive-through facilities are proposed.

*10. Neighbourhood Commercial convenience stores should not exceed 180m<sup>2</sup> (1,937.5ft<sup>2</sup>) in gross leasable floor area.*

- The use will not include a convenience store.

Overall, the Zoning Amendment and re-use of the property at 26 Craig Street for Fitness and Wellness Classes would be consistent with the policies of the Official Plan including policies for Neighbourhood-Serving Commercial Uses.

### 3.3 Town of Perth Zoning By-Law No. 3358

The subject property at 26 Craig Street is zoned Residential Third Density (R3) in the Town of Perth's Zoning By-Law Schedules and on the Town's interactive mapping. The R3 zoning extends over the properties to the south and west of the 26 Craig Street. The cemetery lands to the east are zoned Open Space. A few residential properties along Craig Street across from the property are zoned Residential Second Density (R2).

Neighbourhood-Serving Commercial uses are not permitted within the current R3 zoning of the property. The Zoning By-Law contains several different Commercial zones that could be used for the Zoning By-Law Amendment. The proponent is seeking Fitness Centre and Wellness Centre as permitted uses to allow for the types of classes envisioned for the property.

#### **Fitness Centre**

*Means a premises in which facilities are provided for recreational or health related activities including but not limited to weight training and exercise classes and may include associated facilities and services such as a lounge, washrooms, showers, and saunas, a day spa, an administrative office, a café or snack bar and an accessory retail outlet for fitness-related attire, equipment and dietary supplements.*

#### **Wellness Centre**

*Means a premise devoted to activities and uses promoting good health and includes the teaching and practice, in both individual and group sessions, of a range of holistic, alternative and integrative natural health practices and may include meditation, acupuncture, shiatsu, massage therapies, yoga, and healthy eating programs, and may include accessory Uses such as administrative offices, physical fitness rooms, and waiting rooms, directly associated with the premises, but excludes a recreational commercial establishment.*



Based on a review of the permitted uses of the various commercial zones the General Commercial Professional (C1P) zone, the Highway Commercial (C2) zone, the Service Commercial (C4) zone, and the Business Park (C5) zone would not be appropriate commercial zones. A Wellness Centre is a permitted use in both the General Commercial (C1) and Neighbourhood Commercial (C3) zones. Fitness Centre is not permitted in any commercial zone. The Official Plan allows for neighbourhood-serving commercial uses to be located within the Residential District designation. Further, the General Commercial (C1) zone has a much longer list of permitted commercial uses, some of which may not be suitable for neighbourhood-serving uses. A rezoning to a C3 – exception zone is deemed the most appropriate for the property. Therefore, the proposed Zoning By-Law Amendment will seek to re-zone the property at 26 Craig Street from Residential Third Density (R3) to a site-specific Neighbourhood Commercial – Exception (C3-x) zone with an exception to add Fitness Centre as a permitted use.

**Section 4** of the Zoning By-Law sets forth the General Provisions for development within the Town of Perth which apply regardless of the specific zoning. The redevelopment will seek to renovate and re-use the existing building with no major changes proposed to the overall site, its access, parking, or landscaping.

**Section 4.24** of the Zoning By-Law speaks to Landscaped Open Space, Planting Strips and Visual Buffer Strips. Pursuant to 4.24[a]: *Where, in any zone, a parking area comprised of, or required to have, more than four (4) off-street parking spaces abuts an existing residence or a lot in a residential zone, or where any lot in an Industrial or a Commercial Zone abuts an existing residence or a lot in a Residential Zone, then a continuous landscaped open space having a minimum width of 4.5m (14.7 ft.) shall be provided along the abutting lot line of the lot and shall include a screening planting strip or visual buffer strip. Where the visual buffer strip is comprised of a solid wood or other opaque fencing a minimum of 1.8m (6 ft.) high, the required landscaped open space for a parking area may be reduced to a width of 1.8m.*

The existing parking area on the property is located approximately one (1) metre from the west interior side lot line shared with residential uses. As seen in Figure 7 earlier in this report, an existing board fence is located along the entire shared lot line with several mature trees on either side of the fence. The fencing and vegetation provide a visual buffer along the entire side lot line at least 1.75 metres in height (Sec. 4.24[b]). The proponent is seeking to maintain the current parking arrangement. Given the setback of the parking area to the lot line is 1.0 metres the required landscaped open space strip does not meet the required 1.8 metre width. This is an existing non-complying situation not changing or being made worse through the Zoning By-Law Amendment. As such, no exception to reduce the planting strip width is required.

**Section 4.28** of the Zoning By-Law speaks to Lot Coverage for Impervious Surfaces. Section 4.28[b] requires the lot coverage of impervious surfaces for non-residential zones to be no higher than 80%. This would include for the proposed C3-x zone. The current impervious surface total on the property is 72%.

**Section 4.35** of the Zoning By-Law speaks to Parking and Storage of Motor Vehicles, Bicycles – Drive Through Services. The existing driveway into the property will be retained. Pursuant to 4.35.4[h] of the Zoning By-Law *“the driveway for a commercial or Industrial Use shall have a width between 6 m and 7.6 m not including any rounded / curved element to facilitate commercial vehicle turning movements at the entrance to the street.”* The existing driveway measures 6.1 metres at its narrowest point.

**Section 4.35.7** speaks to a Parking Area for more than Four Vehicles. The existing parking area on-site is constructed of crushed stone, asphalt paving, concrete, paver stones, or similar materials (Sec. 4.35.7[a]). The parking area is wide enough to provide one entrance lane and one exit land (Sec. 4.35.7[b]) and provides aisle widths a minimum of 6.0 metres for ingress and egress directly to and from every parking space (Sec. 4.35.7[c]). The portion of driveway not accessing parking spaces is a minimum 6.1 metres (Sec. 4.35.7[d]). Additionally, the parking spaces provided within the parking area meet the required size of parking spaces pursuant to Section 4.35.8 of the Zoning By-Law.

**Section 4.35.10** speaks to Barrier-Free Parking. The By-Law requires one barrier-free parking space to be provided for parking from 10 – 15 spaces. The required parking for the proposed use has been calculated at thirteen spaces. One barrier-free parking space has been provided for on the plan. Pursuant to Section 4.35.10[b][i] the provided space is a Type A space measuring 3.4 metres in width with a 1.5 metre maneuvering aisle adjacent to the space.

**Section 4.35.15** speaks to Bicycle Parking and Storage. Pursuant to Section 4.35.15[f] of the Zoning By-Law *“any building, with a GFA exceeding 200 m<sup>2</sup> [2,152 ft.<sup>2</sup>] used for a commercial use, Institutional Use, or an Industrial Use shall install bicycle parking spaces equal to 5% of the required motor vehicle parking spaces with a minimum requirement of two (2) spaces and a maximum requirement of twenty (20) spaces, which shall be located within 15 m [49.2 ft.] of the main entrance of the building.”* The existing building has a GFA measuring around 301.5m<sup>2</sup> requiring the provision of bicycle parking for the use. 5% of the required vehicle parking (13 spaces) is 0.65 bicycle spaces, which is rounded to a minimum of two spaces. Pursuant to the site plan submitted with the Zoning By-Law Amendment a bicycle rack consisting of four (4) spaces is proposed to the front of the building close to the municipal sidewalk. The additional bicycle parking has been provided to promote active transportation to and from the site.

**Section 4.36** of the Zoning By-Law sets forth the parking requirements for many land uses defined in the Zoning By-Law. Fitness Centre and Wellness Centre are not uses for which a specific parking rate is defined. The Parking Requirements table includes a field for “Uses Not Otherwise Specified” which has a requirement for one (1) parking space for every 28m<sup>2</sup> of GFA. However, the table also includes a column for General Business including uses like bake shop or laundromat, and “any commercial uses not specified elsewhere in this table.” The

required parking rate is “one (1) space per 23.2m<sup>2</sup> [252 ft.2] of Floor Area, Gross with a minimum of 1 space.” The General Business rate was deemed more suitable given the proposed use is a similar general business.

The building has approximately 301.5 square metres of floor area. Only 111.5 square metres (1,200 square feet) of the building will be used for the new use. The remainder of the building will stay vacant. The resulting parking requirement for the portion to be used for Fitness and Wellness classes based on the General Business rate would be 4.8 or 5 spaces. The existing parking area has thirteen parking spaces with a fourteen barrier-free space located near the front of the building. The property can provide for the required number of parking spaces for the new use. The remaining floor space of 190 square metres will not have a use. If parking is required to be shown for this area the “Uses Not Otherwise Specified” would be applied. The requirement for the remaining 190 square metres would be 6.8 or 7 spaces. In total, 12 spaces would be required for the entire building whereas the existing parking area can provide fourteen (14) spaces.

**Section 13** of the Zoning By-Law speaks to the Neighbourhood Commercial (C3) Zone. Section 13.1 of the Zoning By-Law sets forth permitted uses in the C3 zone. Wellness centre is included as a use in Section 13.1, but a Fitness Centre is not within the list of permitted uses. The proposed Zoning Amendment is seeking to re-zone the property from Residential Third Density (R3) to a site-specific Neighbourhood Commercial – Exception (C3-x) zone. An exception will be included to add Fitness Centre as a permitted use for the property.

**Section 13.2** of the Zoning By-Law sets forth Zone Requirements for the C3 zone. The existing building on the subject property is proposed to remain. Table 1 below outlines the by-law provisions, the current setbacks, and proposed provisions for the existing building on the property.

Table 1 – C3 Zone Provisions – 26 Craig Street		
Zoning Provision	Requirement	Existing / Proposed
Front Yard (min)	7.5m	7.7m
Rear Yard (min)	7.5m or 10.6m when abutting residential uses	26.3m
Interior or Side Yard (min)	3.0m or 6.0m when abutting residential uses	East (cemetery) side – 12.0m West (residential) side – 0.02m
Exterior Side Yard (min)	6.0m	N/A
Floor Area of Commercial Use (max)	180m <sup>2</sup>	111.5m <sup>2</sup>
Building Height (max)	7.5m	< 7.5m
Lot Coverage (max)	35%	22.34%

The existing building is setback from the west side property line 0.02 metres based on survey plan 27R-3518. This is an existing non-complying situation not being made worse by the proposed redevelopment of the site. An exception to the required side yard is not necessary given the existing non-complying nature of the building. The existing building complies with all other applicable setbacks and the proposed floor area of the commercial uses is well below the Zoning By-Law maximums for the C3 zone.

**Section 13.3** of the Zoning By-Law provides Additional Requirements for the C3 zone.

*a) Where any lot used for a commercial use abuts a lot on which the principal use is a residential use, outside storage is prohibited in those yards on the commercial use lot which abuts the residential use lot unless the outside storage is completely hidden by an opaque visual screen or buffer.*

- There is no open storage proposed as part of the new use.

*b) No parking space shall be located within 3 m [9.8 ft.] of any window of a residential use.*

- No parking space is located within 3m of a residential window.

*c) An additional dwelling may be located on the 1st or 2nd storey of a building provided the unit complies with the Building Code and has a separate access to the street level.*

- No additional dwellings or dwelling units are proposed within the building.

*d) Accessory buildings and structures are subject to the provisions of Table 7.*

- No accessory buildings or structures are proposed for the property.

*e) Landscaped Open Space – The provisions of Subsection 4.24 Landscaped Open Space, Planting Strips and Visual Buffer Strip shall apply to any Commercial use in a C3 Zone that abuts a Residential Zone.*

- The landscaped buffer provisions have been addressed earlier in this report. The current parking area on the property, located 1.0m from the side lot line shared with a residential use, is non-compliant with the required 1.8m landscape strip requirement. An exception is being requested as part of the Zoning By-Law Amendment.

#### 4.0 SUMMARY

In summary, the existing building, as picked up on Plan 27R-3518, is located 0.02 metres from the side lot line whereas 6.0 metres is required. The planting strip separating the existing parking area from the residential use to the west is 1.0 metres whereas a 1.8 metre planting strip is required. The building was lawfully established on the property. The deficient interior side yard and planting strip are considered existing non-complying provisions for the property. Given no site alteration or changes to the parking area are proposed these deficiencies should not require any exceptions as part of the Zoning Amendment.

Wellness centre is a permitted use in the C3 zone. The requested exception to the Zoning By-Law is to add Fitness Centre as a proposed use for the proposed zone. Therefore, the proposed Zoning By-Law Amendment will seek to re-zone the property at 26 Craig Street from Residential Third Density (R3) to a site-specific Neighbourhood Commercial – Exception (C3-x) zone with the following exception:

- An exception to Section 13.1 to add Fitness Centre as an additional permitted use for the new C3-x zone.

The redevelopment is supported by the policies of the Provincial Planning Statement (PPS) 2024 and neighbourhood serving commercial uses are permitted in the underlying Residential designation in the Official Plan without the need for an amendment.

Should you have any questions please do not hesitate to contact the undersigned.

Sincerely,



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