

Minor Variance Report

Application No.: A-01-25
Applicant: 1972890 Ontario Inc. o/a PTF Holdings (Owner)
Agent: RFA Planning Consultant Inc.
Property Description: Part Lot 2, Concession 11 (Douro)
2809 Television Road
1522-010-005-07600

Purpose of Application:

The owner is proposing to construct a 2,288.1 sq.m (24,628.9 sq.ft) expansion to the existing 1,923.1 sq.m (20,700 sq.ft) manufacturing plant on the subject property.

The subject property is zoned "Special District 137 (S.D 137) Zone", "Residential (R) Zone" and "Rural (RU) Zone" on "Schedule B1" of the Township of Douro-Dummer Zoning By-law No. 10-1996, as amended. The proposed expansion will occur within the "Special District 137 (S.D 137) Zone" which permits the use of a manufacturing facility that produces wood building truss and floor components inclusive of accessory retail outlet, wholesale outlet, office and open storage.

The application is seeking relief from the following zoning regulations in support of the proposed expansion to the existing permitted use:

Section 21.137.2

1. Increase in the Total Maximum Ground Floor Area of all Principal and Accessory Buildings and Structures from 2,000 sq.m to 4,270 sq.m
2. Reduction in the Northerly yard setback from 115.0 m. (377.23 ft) to 45.0 m. (147.64 ft)
3. To remove the zoning regulation that requires that accessory structures must be attached or touch the principal use building, and have a minimum separation distance of 30.0 m to any western, southern, or northern Lot Line(s)

Section 3.31.1 - Parking Area Requirements

1. Reduce the parking requirements for an "Industrial Establishment" from 1 parking space per 36 square metres of manufacturing floor area to 1 parking space per 72 square metres;

Staff have adjusted the requested values above to provide for some minor flexibility for the final development.

The application is also seeking to recognize the following existing zoning deficiencies:

1. Section 21.137.2 - Westerly yard requirement for the existing manufacturing plant from 70 m. (229.67 ft) to 69 m. (227.69 ft);
2. Section 3.1.4 - Height of 5.0 m. (16.4 ft) for the existing accessory building whereas 4.5 m is required (14.76 ft);
3. Section 3.31.2 - Reduce the setback between a driveway and a residential zone from 9.0 m to 4.0 m;
4. 3.31.3 Access Regulations – Increase in the width of unobstructed driveways and passageways from 9.0 m to 10.0 m;
5. Section 3.31.3 Access Regulations – Increase in the maximum width of any combined ingress and egress driveway measured along the street line from 9.0 m to 10.0 m;
6. Section 3.32.2 – To allow a planting strip to consist of a storm water management facility where an unbroken hedgerow is not achievable;
7. Section 3.32.5 – Where a driveway or walk extends through a planting strip, it shall be permissible to interrupt the planting strip within 4.4 m of the edge of such driveway or within 1.5 m of the edge of such walk, whereas 3.0 m would be required.

Agencies were circulated on May 30, 2025, for review and comment.

Notice of the public meeting was provided on July 14, 2025, by e-mail to all prescribed persons and public bodies and to every person and public body that has provided a written request for Notice.

Notice of the public meeting was circulated by ordinary mail to every owner of land within 60.0 m of the subject property on July 14, 2025. Signs were posted along Television Road frontage of the subject property. Notice was also posted on the Township website.

The giving of Notice complies with the applicable Regulations of the Planning Act.

Agency Comments Received:

The Otonabee Region Conservation Authority (ORCA) indicated that the application is consistent with Chapter 5 of the Provincial Planning Statement (PPS), referencing Natural Hazards. ORCA has requested that at the Site Plan stage additional stormwater management water quantity details be provided which demonstrate the existing stormwater management pond is still sufficient to control stormwater flows from the property.

The subject property is not located within an area that is subject to the policies contained in the Trent Source Protection Plan (SPP). ORCA noted that the location of the expansion is beyond the regulatory jurisdiction on the property and permits from ORCA are not required. A copy of the agency comments are attached to this Report.

The Engineering and Construction (E&C) Division of Planning, Development and Public Works (PDPW) Department for Peterborough County has no objections, comments or concerns with respect to this application.

Ministry of Environment, Conservation and Parks has no comment on the application.

The City of Peterborough indicated that they would not require a traffic study or intersection analysis for this development.

Public Comments:

As of the writing of this Report, staff received one comment from the public via email raising concerns about drainage, noise and tree preservation.

Staff Comments:

The application was circulated to Senior Staff on May 30, 2025. There were no concerns identified by Senior Staff.

Pre-Consultation:

A pre-consultation meeting was held on August 29, 2024. The meeting included Township Staff (Christina Coulter & Don Helleman), the County of Peterborough Engineering and Construction (Pete Hynes), the agent from RFA Planning Consulting Inc (Shawn Legere), and the owners 1972890 Ontario Inc. O/A PTF Holdings (Brent Perry). Otonabee Region Conservation Authority (ORCA) staff sent regrets but provided written comments in advance of the meeting.

The pre-consultation identified additional information to be provided regarding the final proposal along with the potential supporting study requirements for a complete Planning Act application. The process for a minor variance application and prescribed timelines were outlined.

Additional information was provided by the Applicant regarding the storage features and it was confirmed that all outdoor storage locations would be identified on the updated site plan to support the Minor Variance application.

To supplement the Minor Variance application the following studies/reports were required.

Stormwater Management Plan should address the proposed expansion and address the entire property including any areas of fill. The plan should also include confirmation that the on-site water can offer sufficient fire protection of the addition or if more water be required (currently 75,000 gallons).

It was noted that an Archaeological study may be required since it meets the criteria for archaeological potential. The applicant is to consult with First Nations to demonstrate consultation and determine if there are any archaeological study requirements.

A Traffic Study/Brief was noted to be required to examine the intersection of County Road 4, Parkhill Road, and Television Road. After further discussion with the County of Peterborough Engineering and Construction division, the Traffic Study was no longer required. During the circulation of the application, it was noted that the County's position remains the same and did not require a Traffic Study/Brief.

Planning Review:

Section 45 of the Planning Act provides the tests that must be satisfied to support a minor variance application. The tests are as follows:

1) The application meets (or does not meet) the general intent of the Official Plan.

The property is designated Hamlet and Industrial and portions of the property are subject to Site Specific Special Policy Area section 6.2.12.4 (c)(i) as illustrated on Schedule A4-4 Land Use Young's Point, Donwood, and Warsaw to the Official Plan. The proposed development will occur within the portion of the property designated Industrial and subject to Site Specific Special Policy Area section 6.2.12.4 (c)(i).

Section 6.2.12.4 (c)(i) of the Official Plan states:

On lands designated as Rural Industrial in part of Lot 2, Concession 11 of the Douro Ward, as identified on Schedule "A4-4" with the notation "Lands subject to subsection 6.2.12.4 (c)(i)", the use of property shall be limited to a manufacturing operation restricted to the wood production of building truss and floor components.

Further to the above special policy, the Rural Industrial Designation policies also apply to the proposed expansion. The intent of the Rural Industrial designation is to promote dry industrial development including light manufacturing and services related industrial firms (S. 6.2.12.1). The predominant use of land within the Rural Industrial designation shall be for dry industries based on private water supply and sewage disposal services. Permitted uses include light manufacturing, assembly, processing, fabrication, warehousing and storage of goods and materials (6.2.12.2).

Rural Industrial sites shall be developed to minimize potential conflicts with surrounding land uses. Circulation shall be designed to minimize penetration of industrial traffic into or through residential areas. Industrial development located near residential uses shall be limited to light manufacturing activity and service related industries, with high performance standards, to minimize incompatibility with residential uses. Rural Industrial uses should have an approved direct access to a Provincial Highway or Collector Road and should be sited in such a manner as to facilitate easy access by motorized vehicles (6.2.12.3.d).

Sufficient off-street parking shall be provided to accommodate employees, visitors and customers. Access points to parking facilities shall be limited in number and designed in a manner that will minimize the danger to vehicular and pedestrian traffic (6.2.12.3.g).

Adequate land area shall be preserved to permit a buffer between these areas and any adjacent residential areas. The buffer strip should consist of plantings, solid fences, a landscaped berm or a combination (6.2.12.3.i). All Rural Industrial development shall be adequately regulated by suitable provisions in the Zoning By-law including adequate setbacks from property lines, appropriate off-street parking and loading requirements, landscaped area or buffering requirements in certain cases, prohibition of nuisances, and control over outside storage (6.2.12.3.k).

The proposed development is seeking to expand the permitted use on the subject property and meets the definition of 'dry industrial' uses in the Official Plan which includes uses that only produce domestic effluent of employees and consist of no wash processing, heating, cooling or water used likewise.

The expansion will not result in additional employees removing the need for additional parking spaces and will not impact current vehicular traffic to and from the site.

Existing landscape buffers are provided on the property to mitigate potential impacts to surrounding lands uses, including residential development as shown on the attached Site Plan. The proposed expansion will also be subject to Site Plan Approval and additional buffering options may be considered through this application.

The existing deficiencies, while not captured under the original zoning, comply with the current approved Site Plan requirements for development. No new land use compatibility issues with surrounding land uses will be created by recognizing the existing deficiencies. The purpose is to capture these omitted regulations that will be implemented through the zoning.

The area of the proposed expansion is located away, to the extent possible, from the residential uses to the west of the development and maintains the required setback of 70 m. The reduction in the northerly setback is located towards similar and compatible uses being industrial development and rural lands.

The Planning Justification Report by RFA Planning Consultant Inc. has outlined the applicable sections of the Official Plan and planning staff agree with the conclusion that the proposed development meets the intent and purpose of the Official Plan.

2) Does the minor variance maintain the general intent and purpose of the Zoning By-law?

The property is zoned "Special District 137 Zone (S.D 137) Zone", "Residential (R) Zone", and "Rural (RU) Zone" on "Schedule B1" of the Township of Douro Zoning By-law No. 10-1996, as amended. The existing site plan and proposed development only occur within the S.D 137 boundary, therefore, the special district zoning criteria applies in addition to the Restricted Industrial (M1) zone requirements.

Section 21.137.1 of the S.D. 137 zone provides the permitted uses within the zone which includes a manufacturing operation restricted to the wood production of building truss and floor components, a retail outlet or wholesale outlet or business office accessory to a permitted use, and open storage of goods or materials accessory to a permitted use.

The application is proposing an expansion to the existing permitted use. No additional or new uses are being proposed. Regarding the zoning regulations for the subject property, Section 21.137.2 of the By-law provides that the zoning regulations of the Restricted Industrial (M1) zone apply, with the exceptions outlined in the S.D 137 zoning regulations.

As proposed, the application is seeking to recognize existing setback and zoning regulation that do not comply with the S.D. 137 and M1 zones as well as some of the General Provisions of the Zoning By-law. As discussed, these deficiencies are existing, comply with the Site Plan as approved for development on the subject property and will not establish new impacts or further deficiencies as a result of the proposed expansion. The area of the proposed expansion is located away, to the extent possible, from the residential uses to the west of the development and maintains the required setback of 70 m. The reduction in the northerly setback is located towards similar and compatible uses being industrial development and rural lands.

In all other respects, the proposal complies with the Zoning By-law and the application meets the general intent and purpose of the Zoning By-law.

3) Is the proposed use desirable for the appropriate development or use of the land?

The proposed expansion is desirable and appropriate to the development of this land.

The property is zoned and designated to permit a manufacturing facility and associated accessory buildings and structures. The subject property has been developed as a manufacturing facility for specifically wood production for trusses and flooring. The proposed location for the expansion is currently being used as an outdoor storage area for the existing operation. The land appears to be flat with adequate space for the proposed expansion, therefore does not propose overdevelopment on the property. The proposed expansion will support the increased demand and operation of the existing facility maintain local employment and business within the Township.

The existing manufacturing facility is located on the northeastern border of the Donwood hamlet area with additional industrial development to the north of the subject property which supports a mix concrete supplier (LaFarge Canada Inc). Lands to the east consist of rural/agricultural land before entering a wooded rural area. These surrounding land uses are not considered sensitive land uses and no compatibility issues are anticipated.

Lands to the south of the existing development include the balance of the land owned by the property owner which remains as vacant, rural lands. Continuing south is the Turtle Conservation Centre, however, there is significant buffering and space between the proposed development and the conservation centre. In addition, the proposed expansion is located on the northeast side of the subject property and no further development will not encroach south of the existing manufacturing plant.

To the west, there is a row of single detached residential dwellings within proximity to the proposed development, however, adequate buffering via vegetation is provided. The proposed development meets the existing required 70 m setback in the S.D. 137 zone from the residential development located west of the subject property with the expansion set back further east than the existing manufacturing facility. No compatibility issues are anticipated.

4) Is the variance minor in nature?

The proposed variance is minor in nature.

The majority of relief requested through the application is to recognize existing deficiencies not captured under the original zoning. The application corrects these deficiencies and will allow for the proper implementation of the zoning regulations for the existing development.

The proposed expansion can be accommodated on site in a location that maintains sufficient distance from sensitive land uses and meets the setbacks requirements from these uses. In addition, the proposed expansion location is surrounded by other industrial and rural/agricultural type uses that are compatible with the existing and proposed development.

The Planning Justification Report by RFA Planning Consultant Inc. also concludes that the variance is minor in nature.

Conformity to PPS, 2024:

Effective October 20, 2024, the Growth Plan and the Provincial Policy Statement were consolidated into one document called the Provincial Planning Statement (PPS).

The PPS is considered a policy statement for the purpose of Section 3 of the Planning Act. All municipal decisions, as well as comments, submissions or advice affecting planning matters, are required to be consistent with the PPS pursuant to subsections 3(5) and 3(6) of the Planning Act.

The subject property is located within the hamlet of Donwood; therefore, the settlement areas policy of the PPS applies. Settlement areas (Section 2.3) shall be the focus of growth and development. Land use patterns within settlement areas should be based on densities and a mix of land uses which efficiently use land and resources and optimize existing and planned infrastructure. Section 2.3.3 of the PPS outlines that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities.

The subject property is also designated and zoned for industrial uses such as manufacturing and is considered employment under the PPS. Section 2.8 of the PPS provides that planning authorities shall promote economic development and competitiveness by encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses. Additionally, the PPS states that planning authorities shall plan for, protect and preserve employment areas for current and future uses, and ensure that the necessary infrastructure is provided to support current and projected needs.

As noted earlier in this Report, ORCA has stated the application is consistent with Chapter 5 of the PPS, referencing Natural Hazards. A copy of ORCA's comments dated June 16, 2025, are attached to this Report.

The subject property is within 120 m of non-evaluated wetlands; however, the location of the proposed expansion is outside this 120 m buffer meaning no adverse impacts are anticipated. The Trent Canal is over 120 m away from the subject property and proposed expansion.

There is a Species at Risk intersecting the property, however, the potential impact has already occurred by the existing manufacturing facility, therefore aligns with the Natural Heritage policies (Section 4.1) of the PPS.

The application appears to be consistent with the PPS.

Application of Four Tests:

The Committee should state in the decision how the application meets/or does not meet the four tests:

- 1) The application meets (or does not meet) the general intent of the Official Plan.
- 2) The application meets (or does not meet) the general intent of the Zoning By-law.
- 3) The application is (or is not) desirable and appropriate to the development of this land.
- 4) The application is (or is not) minor in nature.

Summary: The Committee will need to decide if the request is considered minor, that it is desirable and appropriate development of this parcel, and that the use intended meets the general intent of the Official Plan and Zoning by-law.

After hearing public comment and considering all written submissions, the Committee has the following options:

- 1) Approve the minor variance with no conditions;
- 2) Approve the minor variance with conditions;
- 3) Defer the minor variance for further consideration at a later date; or
- 4) Reject the minor variance.

Recommendation:

That the Committee review and consider all verbal and written comments received regarding Minor Variance Application File A-01-25.

That the Committee approves Minor Variance Application File A-01-25 to recognize the existing deficiencies and permit the expansion of the manufacturing plant, for the life of the structure, to facilitate the issuance of a building permit for the construction of the proposed expansion as shown on the site plan prepared by Engage Engineering, dated February 19, 2025 attached to the decision as Schedule 'A' and to bring the proposed and existing development into compliance with the Zoning By-law by permitting the following;

- To increase the total maximum ground floor area of all principal and accessory buildings and structures to 4,270.0 m (45,961.9 sq.ft),
- Recognize the existing minimum westerly yard setback of 69.0 m (227.7 ft)
- To reduce the northerly yard setback associated with the proposed expansion to 45.0 m (147.67 ft)
- To remove provision 21.137.2 which requires any accessory structure to be attached or touching the principal use building and have a minimum separation distance of 30.0 metres (98.43 ft) to any western, southern, or northern lot line.
- Recognize the increased height of the existing accessory building to 5.0 m (16.4 ft)
- To reduce the required number of parking spaces from 1 / 36 sq.m of manufacturing floor area or per 90 sq.m of warehousing to 1 / 72 sq.m of manufacturing floor area or per 90 sq.m of warehousing.
- A reduction in the driveway boundary to a residential zone from 9.0 m (29.53 ft) to 4.0 m (13.1 ft)
- An increase of the driveway width from being at least 3.0 m (9.8 ft) with a maximum of 9.0 m (29.53 ft) to a width at least 3.0 (9.8 ft) with a maximum of 10.0 m (32.8 ft).
- An increase of the maximum width of the ingress and egress driveway along the street line from 9.0 m (29.53 ft) to 10.0 m (32.8 ft).
- To include a stormwater management facility as a buffer for a planting strip
- It shall be permissible to interrupt the planting within 4.4 m (14.44 ft) instead of the required 3.0 m (9.8 ft) of the edge of such driveway or within 1.5 m (4.9 ft) of the edge of such walkway.

This variance is deemed to be minor in nature and is appropriate for the development of this land. The application maintains the general intent and purpose of the Official Plan and Zoning By-law. Approval is conditional on the following:

- i. Obtaining any necessary permits from Douro-Dummer Building department and any other required ministry/agency;
- ii. That if any archaeological resources should be discovered during the course of development, all excavation must stop immediately, and a licensed archaeologist must be contacted. Potential significance of the findings will be assessed and mitigative options will be identified. The recommendations of the archaeologist must be followed.

Report Approval Details

Document Title:	A-01-25 - Planning-2025-11.docx
Attachments:	<ul style="list-style-type: none">- 1-A-01-25 Minor Variance Application_Redacted.pdf- 2-A-01-25 Site Plan Drawings.pdf- 4-A-01-25 Minor Variance Rationale_Redacted.pdf- 3-A-01-25 Grading and Servicing Plans_Redacted.pdf- 5-A-01-25 Stormwater Management Letter_Redacted.pdf- 6-A-01-25 Fire Flow Memo_Redacted.pdf- Meeting Notice_2809 Television Road_Final.pdf- A-01-25 ORCA Comments_Redacted.pdf
Final Approval Date:	Jul 25, 2025

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Todd Davis