

PLANNING JUSTIFICATION REPORT

Application for Zoning By-law Amendment
Concession 8, Lot 10
2212 Adjala-Tecumseth Townline
Township of Adjala-Tosorontio
County of Simcoe

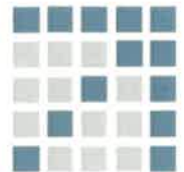
Prepared for:

Voice of
Goodness

August 2024

Prepared by:

Bonnie Tang, BES, LEE-GA
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Thorstone Consulting Services, Inc.
Land Use Planning & Development

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Section 1 BACKGROUND AND PROPOSAL

1.1 Background

Thorstone Consulting Services Inc. was retained by the non-profit organization, Voice of Goodness, on behalf of the registered property owner, Muhammad Ahsan, to assist with the Zoning By-law Amendment process for the subject property and to provide professional planning advice and project management services.

The subject application applies to a property located to the west of Adjala-Tecumseth Townline in the Township of Adjala-Tosorontio. The 1,767 square metre (19,020 square feet) property was acquired by the property owner in 2023 and currently supports a vacant residential dwelling and an associated detached garage.

The subject property is designated as **Residential** on Schedule B-1 to the Township of Adjala-Tosorontio Official Plan. The subject property is zoned as **Hamlet Residential** on Schedule B-1 to the Township of Adjala-Tosorontio Zoning By-law 03-57. The proposal is to convert the residential use of the property to an institutional use for Voice of Goodness through a Zoning By-law Amendment by rezoning the subject property from Hamlet Residential to a site-specific Institutional zone.

As part of our assignment for the subject application, we have undertaken the following activities:

- Conducted a site inspection of the subject property and surrounding neighbourhood;
- Consulted with municipal planning staff to discuss the proposal and application process, and confirm matters outlined in the Pre-Consultation meeting held on February 29, 2024 (refer to Appendix B);
- Reviewed the applicable land use policies which apply to the subject property; and,
- Worked with the applicant to prepare a conceptual Site Plan.

1.2 Purpose of Report

The purpose of this Report is to:

- Provide a detailed description of the proposed development including an analysis of existing site conditions and surrounding land uses;
- Provide a review and analysis of applicable land use planning and policy instruments that apply to the development of the subject lands with a particular focus on the following:
 - Provincial Policy Statement (2020);
 - Provincial Growth Plan (2020);
 - County of Simcoe Official Plan (2008);
 - Township of Adjala-Tosorontio Official Plan (2000);
 - Draft new Township of Adjala-Tosorontio Official Plan (2023); and,
 - Township of Adjala-Tosorontio Zoning By-law 03-57 (2003).
- Provide a professional planning opinion and recommendation with respect to the application for the proposed Zoning By-law Amendment.

This Report also addresses the matters discussed during a Pre-Consultation meeting with Township staff held virtually on February 29, 2024 (refer to Appendix B).

1.3 Existing Site Characteristics and Surrounding Land Use

As shown on the Air Photograph (Figure 1), the subject property is located at the south-west corner of County Road 14 and Adjala-Tecumseth Townline. Both roads are maintained by the County of Simcoe. The legal description of the subject property is Lot 10, Concession 8 and is municipally known as 2212 Adjala-Tecumseth Townline. The subject property is 1,767 square metre (19,020 square feet) in lot area and contains an existing residential dwelling unit with a detached garage to the south west of the residential dwelling.

Adjala-Tecumseth Townline is the municipal boundary between the Township of Adjala-Tosorontio and the Town of New Tecumseth. The subject property is surrounded by low density rural residential uses to the south, east and west, and abuts agricultural uses to the north of County Road 14. A more detailed analysis of the surrounding land uses will be found under Section 3.1 to this Report.

1.4 Proposal Summary

The proposal is to convert the property's residential use into an institutional use for Voice of Goodness. Based on the attached Proposal Description document prepared by Voice of Goodness (attached as Appendix D), the property is intended to serve as a religious and community centre for Voice of Goodness, a not-for-profit organization. The primary activities for the property would include religious gatherings, worship sessions, and educational activities. Based on the condition of existing residential dwelling, the proposal is to use the existing detached garage rather than the existing dwelling as the religious community centre. To permit the institutional use on the subject property, a site-specific Zoning By-law Amendment is required as identified by the Township during the Pre-Consultation meeting.

Section 2 PLANNING CONTEXT & ANALYSIS

This section focuses on the evaluation of the application within a context established by applicable land use planning policies, sound planning principles, and site characteristics.

2.1 Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest relating to land use planning and development. The PPS was last updated by the Province on May 1, 2020.

The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment.

Section 3 of *The Planning Act* establishes that matters of provincial interest will be set out in policy statements issued from time to time and that municipal decisions must be consistent with these policy statements.

The subject property is located within the Hamlet of Colgan which is identified as a rural settlement area. Section 1.1.3 of the PPS regarding Settlement Areas is applicable to this proposal as follows:

1.1.3.1 Settlement areas shall be the focus of growth and development.

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;
- e) support active transportation;
- f) are transit-supportive, where transit is planned, exists or may be developed; and
- g) are freight-supportive.

Land use patterns within *settlement areas* shall also be based on a range of uses and opportunities for *intensification* and *redevelopment* in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

The PPS does not specify land uses that are permitted within settlement areas. However, policy 1.1.3.2 as noted above, outlines criteria used to ensure the appropriateness of land uses in settlement areas. The proposed institutional use meets the policies under Section 1.1.3 for Settlement Areas and conforms to the policies of the PPS.

2.2 Growth Plan for the Greater Golden Horseshoe (2020)

The Growth Plan for the Greater Golden Horseshoe (GGH) was prepared under the Places to Grow Act, 2005. The Plan develops a framework to implement the Government of Ontario's vision for building stronger and prosperous communities by better managing growth in the Greater Golden Horseshoe. The Plan guides decisions related to transportation, infrastructure, planning, land-use planning, urban form, housing, natural heritage and resource protection in the interest of promoting economic prosperity.

Similar to the PPS, the subject property is located within a rural settlement as defined by the Growth Plan. The following policies are applicable to the proposal:

2.2.1.4 Applying the policies of this Plan will support the achievement of complete communities that:

- a) feature a diverse mix of land uses, including residential and employment uses, and convenient access to local stores, services, and public services facilities;
- b) improve social equity and overall quality of life, including human health, for people of all ages, abilities, and incomes;

The proposed conversion of the existing residential use to an institutional use is permitted by the Growth Plan as it supports the achievement of complete communities. The proposed institutional use provides an opportunity for members of the community to gather for worship sessions, education activities and social interactions. Therefore, the proposed institutional use conforms to the policies of the Growth Plan.

2.3 County of Simcoe Official Plan (2008)

The Official Plan for the County of Simcoe was adopted by Council on November 25, 2008 and was approved by the Ontario Municipal Board on December 20, 2016.

The subject land is designated **Settlements** in the County of Simcoe Official Plan (refer to Figure 3). Section 3.5 of the County of Simcoe Official Plan provides policies for the Settlements designation and the following are applicable for the proposed conversion of use:

3.5.1 To focus population and employment growth and *development* within *settlements*, with particular emphasis on *primary settlement areas*, in accordance with the policies of this *Plan*.

3.5.3 To develop mixed use *settlements* as strong and vibrant central places and to create healthy *settlements* and communities that are sustainable.

3.5.7 *Settlement areas* shall be the focus of population and employment growth and their vitality and regeneration shall be promoted. Lands may only be redesignated from *lands not for urban uses* to *lands for urban uses* in accordance with Sections 3.5.8 or 3.5.10 of this *Plan*. Residential, commercial, industrial, institutional, and recreational land uses shall be developed within *settlement area* boundaries on land appropriately designated in a *local municipal* official plan for the use. Land use designation changes within *settlement area* boundaries do not require a *County Official Plan* amendment. The uses permitted in the land use designations within *settlement area* boundaries may be further restricted or prohibited in the *local municipal* official plans in order to facilitate urban *development*.

The policies of the Settlements designation do not specify permitted uses but does identify the goal to develop mixed use settlements. That being said, the County clearly contemplates and permits a range of uses within settlement areas. The subject property is located in the Hamlet of Colgan and the proposed use conversion from residential to institutional creates a healthy and sustainable community that allows the Voice of Goodness members a place to gather.

The subject property has been identified as a Hamlet Development Area in the Township of Adjala-Tosorontio Official Plan and a detailed review of the Township of Adjala-Tosorontio Official Plan is undertaken in Section 2.4 of this Report. The proposed institutional use conforms to the County of Simcoe Official Plan by fostering a mixed-use community.

2.4 Township of Adjala-Tosorontio Official Plan (2000)

The Township of Adjala-Tosorontio Official Plan was approved in 1999 and consolidated in November 2000. The subject property is identified as being within the Hamlet Development Area of Colgan and is designated as **Residential** on Schedule B-1 to the Township of Adjala-Tosorontio Official Plan (refer to Figure 4). Section 4.6 of the Official Plan outlines policies regarding the Hamlet Development Areas as follows:

4.6.1.5 Both public and private uses such as schools, churches, cemeteries, convalescent homes and parks shall be permitted in the hamlets according to relevant regulations included in the zoning by-law.

The Township Official Plan includes policies for institutional uses within the Hockley and Loretto Secondary Plan under Section 4.6.2.5. Although the subject property is located in the Hamlet of Colgan and therefore, the policies of Section 4.6.2.5 are not directly applicable to this proposal, those policies have been reviewed to understand the Township's intention and vision for institutional uses within Hamlets. The policies under Section 4.6.2.5 recognizes that institutional uses are essential components in the overall structure of a settlement area. The policies indicate that institutional uses shall have adequate parking with limited access points for safety purposes. The policies also require adequate screening and buffering for institutional uses that abut residential areas and identify that the Township may implement site plan control.

As indicated in the Pre-Consultation Response Letter (refer to Appendix B), Site Plan Control will be a required application once the Zoning By-law Amendment application has been approved by Township Council. Mechanisms to mitigate impacts to surrounding properties such as vegetation buffers and traffic flow will be further discussed during the Site Plan Control process. Through the review of relevant policies in the Township's Official Plan, the proposed institutional use is appropriate for the subject property and conforms to the Township Official Plan.

2.5 Draft Township of Adjala-Tosorontio Official Plan (2023)

The Township of Adjala-Tosorontio has proceeded with their Official Plan review process and has made their draft new Official Plan available on the municipal website in December of 2023. Although no schedules have been made available for review at this time, we believe that this property will continue to be identified as a Settlement Area within the new Official Plan as it is within the Settlement Area of Colgan.

Section 1.1 of the draft new Official Plan provides policies for Colgan and Everett and the applicable general policies are as follows:

Development shall occur in such a manner as to create a focused, complete, and connected community.

The Settlement Area shall contain a mix of land uses that include residential, commercial, recreational, and institutional uses.

Neighbourhoods shall be designed to include meeting spaces and common areas to create focal points that address the needs of people of all ages and abilities; focal points may include parks and parkettes, schools, local municipal services, places of worship, small healthy food outlets and/or farmers markets.

The compatibility between different land uses and scales of buildings shall be achieved through appropriate siting, design, and landscape treatments.

Gathering places shall be enhanced by including design elements such as landscaping, furniture, art and/or other attractive features that reflect the rural character of the community and which promote safe community interaction and congregation.

Based on the draft policies within Section 1.1 as noted above, it appears that the proposed institutional use continues to be permitted and conforms to the draft new Township Official Plan but clearly meets the intent and purpose of the policies referenced above specifically for Colgan.

2.6 Township of Adjala-Tosorontio Zoning By-law 03-57 (2003)

The subject property is zoned **Hamlet Residential (HR1)** on Schedule B-1 to the Township of Adjala-Tosorontio Zoning By-law 03-57 (refer to Figure 5). The Hamlet Residential (HR1) zone permits the following uses under Section 18 of the Zoning By-law:

- a single detached dwelling;
- a bed and breakfast;
- a public park; and
- a home occupation

The proposal is to convert the property's residential use into an institutional use for Voice of Goodness. Voice of Goodness is proposing to use the existing detached garage as a lecture hall, while a portion of the existing residential dwelling would be used as an office for the organization. As the property is intended to serve as a religious and community centre for activities such as religious gatherings, worship sessions, and educational activities, this use would be considered as a church. The Township of Adjala-Tosorontio Zoning By-law 03-57 defines church as the following:

a building, including synagogues, mosques and rectories, used by a religion permanently established both as to the continuity of its existence and as to its religious beliefs and practices and dedicated exclusively to public worship as well as related religious, social and charitable activities, with or without a

church hall, church auditorium, office of a clergyman, cemetery, church school but not a school as defined in subsection 2.88, parish hall, day care or a parsonage as uses accessory thereto.

A church is not a permitted use within the Hamlet Residential zone and therefore requires a rezoning of the subject property from Hamlet Residential to Institutional to permit the proposed use.

Section 9 of the Zoning By-law includes provisions for the Institutional (I) zone and Section 9.1.1 outlines the following permitted uses:

- an auditorium or a banquet or community hall;
- a community centre;
- a convalescent or *nursing home*;
- a private club;
- a day care centre;
- a library;
- a school;
- a place of worship;
- a cemetery; and
- a public use

Although a place of worship is not defined in the Zoning By-law, the defined church use would be considered as a place of worship and therefore would be permitted in the Institutional zone.

The following table includes requirements compiled through sections of the Township of Adjala-Tosorontio Zoning By-law regarding the Institutional zone and parking for the proposed uses:

Section	Item	Required	Proposed
9.1	Lot Frontage	30.0m	25.48m
9.1	Lot Area	0.4ha	1,767 square metres (0.1767 ha)
9.1	Maximum Coverage	30%	8.3%
9.1	Front Yard Setback	7.5m	12.93m (office)
9.1	Interior Sideyard Setback	3.0m	3.28 (detached garage)
9.1	Exterior Sideyard Setback	7.5m	18.47m (office)
9.1	Rear Yard Setback	5.0m	7.52m (detached garage)
3.24	Parking for Church, Funeral Home, Theatre, Auditorium use: 1 space per 3 persons for design capacity for the principal seating area for a church, theatre or auditorium	Design capacity (59)/3 persons = 20 parking spaces	20 parking spaces
3.24	Parking for Office use: 1 per 30 sqm of GFA	76m ² /30 = 2.53 parking spaces	1 parking space

The proposal to rezone the property is to allow for the proposed institutional use to be permitted on the subject property. The existing buildings meet all of the requirements of the Zoning By-law, save and except for the minimum parking requirements for the proposed office use accessory to the institutional use. The property's existing lot frontage and lot area do not meet the minimum requirements for the current Hamlet Residential zone and continue to not meet the minimum requirements for the proposed Institutional zone. We would propose to address the deficient lot area and lot frontage through the site-specific Zoning By-law Amendment (refer to Appendix E).

It is proposed that the site-specific Zoning By-law Amendment will include provisions for the following:

- to permit a church and associated office uses on the subject property
- to recognize and permit the existing lot area of 1,767 square metres
- to recognize and permit the existing lot frontage of 25.48 metres
- to permit one parking space for the office use accessory to the church use

This subject property was purchased by the property owner in 2023 which as an existing lot, is a legal non-conforming condition. The change of use does not impact the existing lot area and frontage. Therefore, the recognition of the existing lot area and lot frontage is appropriate to be included in the site-specific zoning.

The reduction in the number of parking spaces for the accessory office use is requested as only 30% of the existing building is proposed to be used for office purposes while the rest of the building would be used for storage purposes. Therefore, the proposed parking for the accessory office use would more accurately and appropriately capture the proposed use of the building.

Section 3 LAND USE PLANNING ASSESSMENT

3.1 Land Use Compatibility

The subject property is located within an area of the Township that is surrounded by hamlet residential and agricultural uses and is also located at the eastern fringe of the municipal boundary shared with the Town of New Tecumseth. Hamlets are small pockets of rural settlement areas that contain a mix of land uses to offer nearby and surrounding residents places to meet and gather. The subject property is located at the edge of the community of Colgan which allows for residents travelling from the surrounding areas to easily access the site.

This proposed institutional use is intended for the members of Voice of Goodness to gather for religious purposes but would also serve as a community center. The proposed institutional use would allow for 23 local families from the Township and surrounding areas to meet for religious gatherings which fosters a sense of community. The converted garage is proposed to be used for a worship space on Fridays from 12:00pm to 3:00pm with a maximum capacity of 52 people, and for two hours each day of the weekend for children's religious education activities.

As a corner lot at the edge of the Colgan community, this use would result in less adverse impacts to the surrounding community due to the separation from the condensed rural residential uses. To provide for some acoustical and visual buffering from the hamlet residential uses to the west and south, fencing and/or additional landscaping is proposed along the lot lines adjacent to those uses. After obtaining approval of the Zoning By-law Amendment, an application for Site Plan Control would be submitted to address matters such as landscaping buffers and plantings, hours of operation and lighting.

3.2 Traffic

The subject property fronts onto Adjala-Tecumseth Townline and County Road 14 which are both County of Simcoe roads. As it relates to traffic impacts, a Traffic Impact Study will be submitted for review during the Site Plan Control process as identified by the comments provided by the County of Simcoe during the Pre-Consultation process. Through the Pre-Consultation comments, the County of Simcoe Transportation and Engineering staff had commented that they do not oppose the Zoning By-law Amendment application and would further review the proposal during the development application (refer to Appendix B).

3.3 Site Servicing

The subject property is currently serviced by individual water and septic system for the existing residential dwelling. As part of the Site Plan Control application, the existing septic system will be reviewed to determine whether a new septic system will be necessary to facilitate the proposed institutional use.

Section 4 CONCLUSIONS & RECOMMENDATIONS

Based on the discussion outlined in this Report, the following summarizes the planning justification for the proposed rezoning. The proposed institutional use provides an opportunity for the Voice of Goodness community to gather at a local centre without the need to travel extensive distances to attend religious gatherings. The Zoning By-law Amendment includes provisions for slightly less parking than what is required in the Township of Adjala-Tosorontio Zoning By-law but appropriately captures the need of the proposed institutional use. The Zoning By-law Amendment also includes provisions to recognize the existing lot frontage and lot area which would remain unchanged with this proposed institutional use.

In summary, the proposed Zoning By-law Amendment application:

- Is consistent with the **Provincial Policy Statement (PPS) 2020**;
- Conforms to the **Growth Plan for the Golden Horseshoe**;
- Conforms with the purpose, intent and policies of the **County of Simcoe Official Plan**;
- Conforms to the policies of the **Township of Adjala-Tosorontio Official Plan**;

- The proposed development satisfies the criteria set out under **Section 34 of the Planning Act for a Zoning By-law Amendment**; and,
- Represents good planning and is in the public interest.

It is recommended that the Zoning By-law Amendment application be approved.

Respectfully submitted,

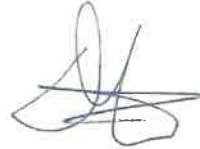
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Reviewed by:



Dan Stone, MCIP, RPP, LEED-GA
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APPENDIX A

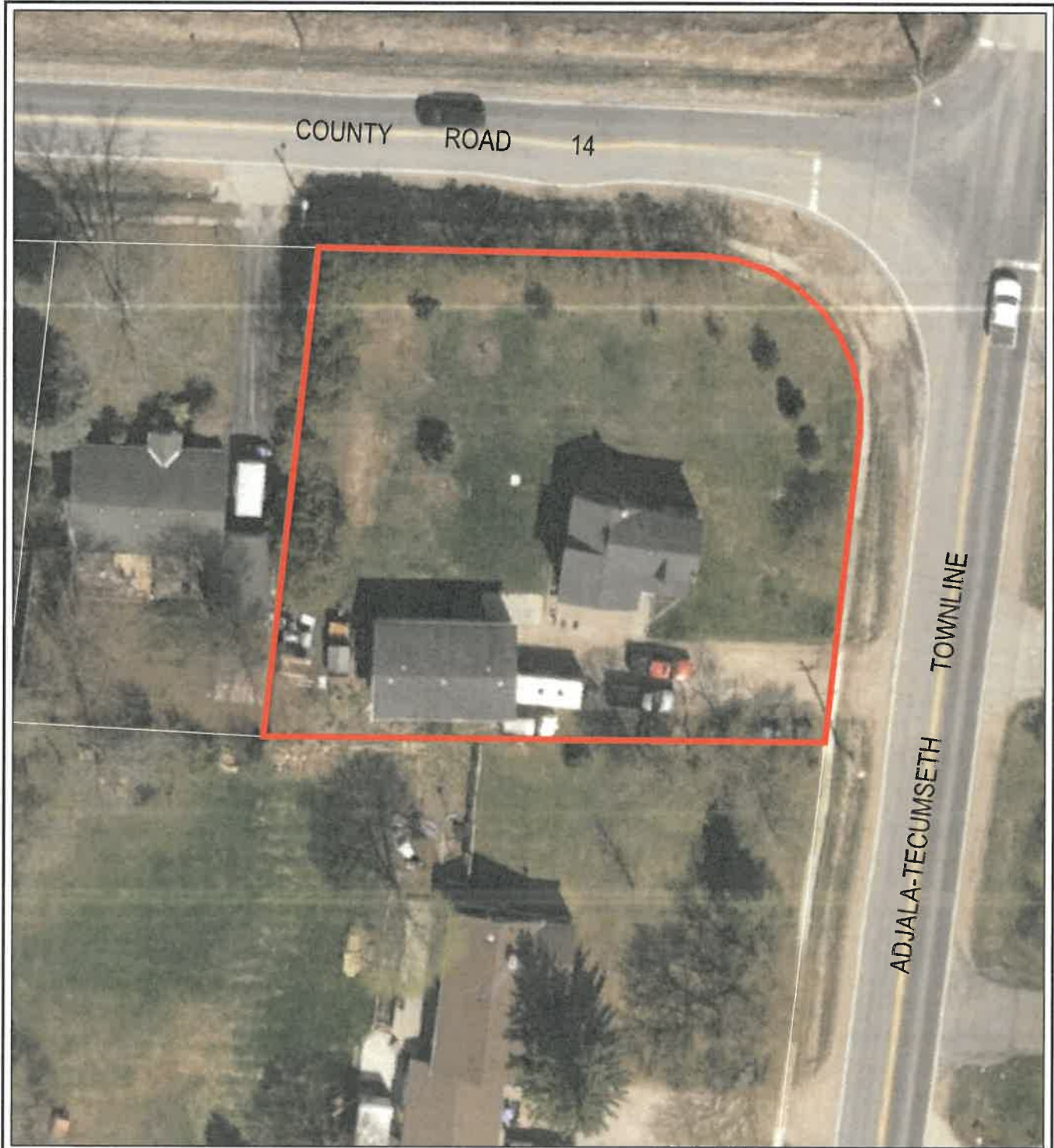


FIGURE 1
AIR PHOTOGRAPHY

2212 Adjala-Tecumseth Townline
Township of Adjala-Tosorontio
County of Simcoe

 Subject Lands - 1767m2

SOURCE OF AIR PHOTOGRAPHY: COUNTY OF SIMCOE INTERACTIVE MAPPING



Thorstone Consulting Services
Land Use Planning and Development
P.O. Box 116, Sutton, Ontario

PREPARED FOR:	VOICE OF GOODNESS
DATE:	APRIL 28, 2024
REVISION	

SCALE: (m)

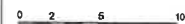




FIGURE 2
PARCEL FABRIC

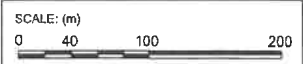
2212 Adjala-Tecumseth Townline
Township of Adjala-Tosorontio
County of Simcoe

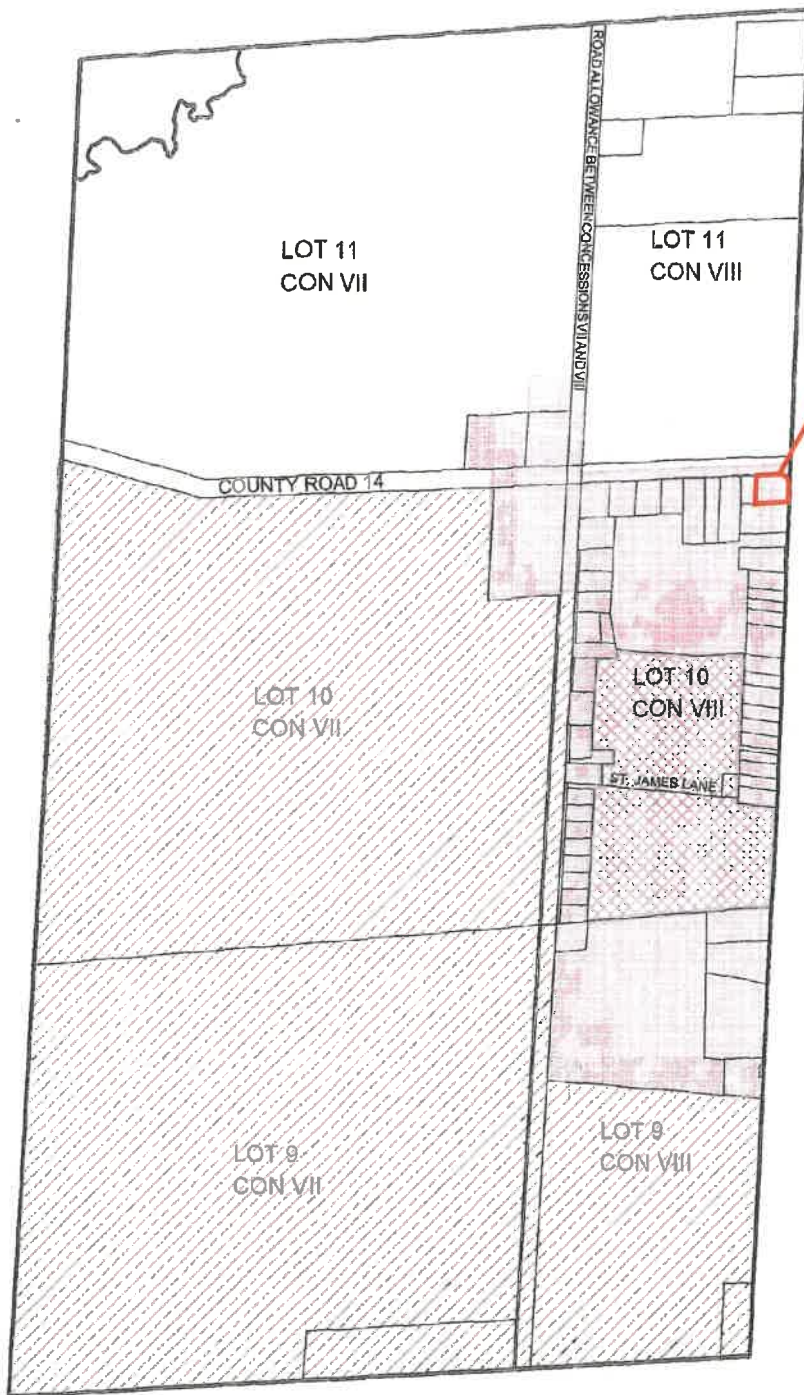
Subject Lands - 1767m²



Ticorstone Consulting Services
Land Use Planning and Development
P.O. Box 116, Sutton, Ontario

PREPARED FOR:	VOICE OF GOODNESS
DATE:	JUNE 28, 2024
REVISION:	





Subject Lands

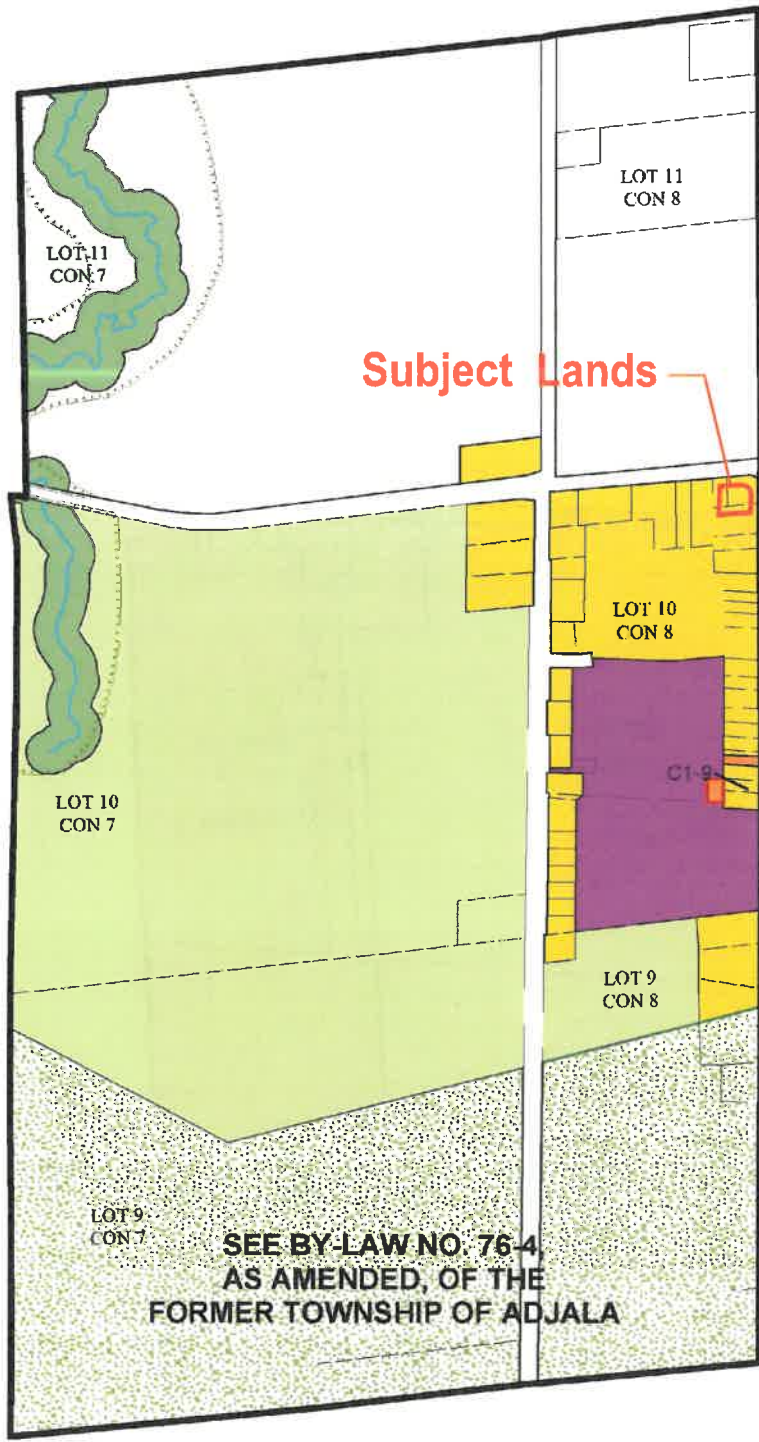
FIGURE 4
ADJALA-TOSORONTIO
OFFICIAL PLAN
SCHEDULE B-1

2212 Adjala-Tecumseth Townline
 Township of Adjala-Tosorontio
 County of Simcoe

LEGEND	
	AGRICULTURAL
	RURAL
	RESIDENTIAL
	COMMERCIAL
	INSTITUTIONAL
	LIGHT INDUSTRIAL
	INDUSTRIAL
	HAZARD LANDS
	OPEN SPACE / RECREATIONAL
	OPEN SPACE - CONSERVATION
	FUTURE OPEN SPACE / RECREATIONAL
	LANDS TO WHICH ADDITIONAL DESIGNATION HAZARD LANDS APPLIES (RE: FLOODPLAIN)
	LANDS TO WHICH ADDITIONAL DESIGNATION HAZARD LANDS APPLIES (RE: SLOPES)



<p>Thorstone Consulting Services Land Use Planning and Development P.O. Box 116, Sutton, Ontario</p>	PREPARED FOR: VOICE OF GOODNESS
	DATE: APRIL 29, 2024
	REVISION



SEE BY-LAW NO. 76-4
AS AMENDED, OF THE
FORMER TOWNSHIP OF ADJALA

FIGURE 5
ADJALA-TOSORONTIO
ZONING BY-LAW
SCHEDULE 03-57 B-1

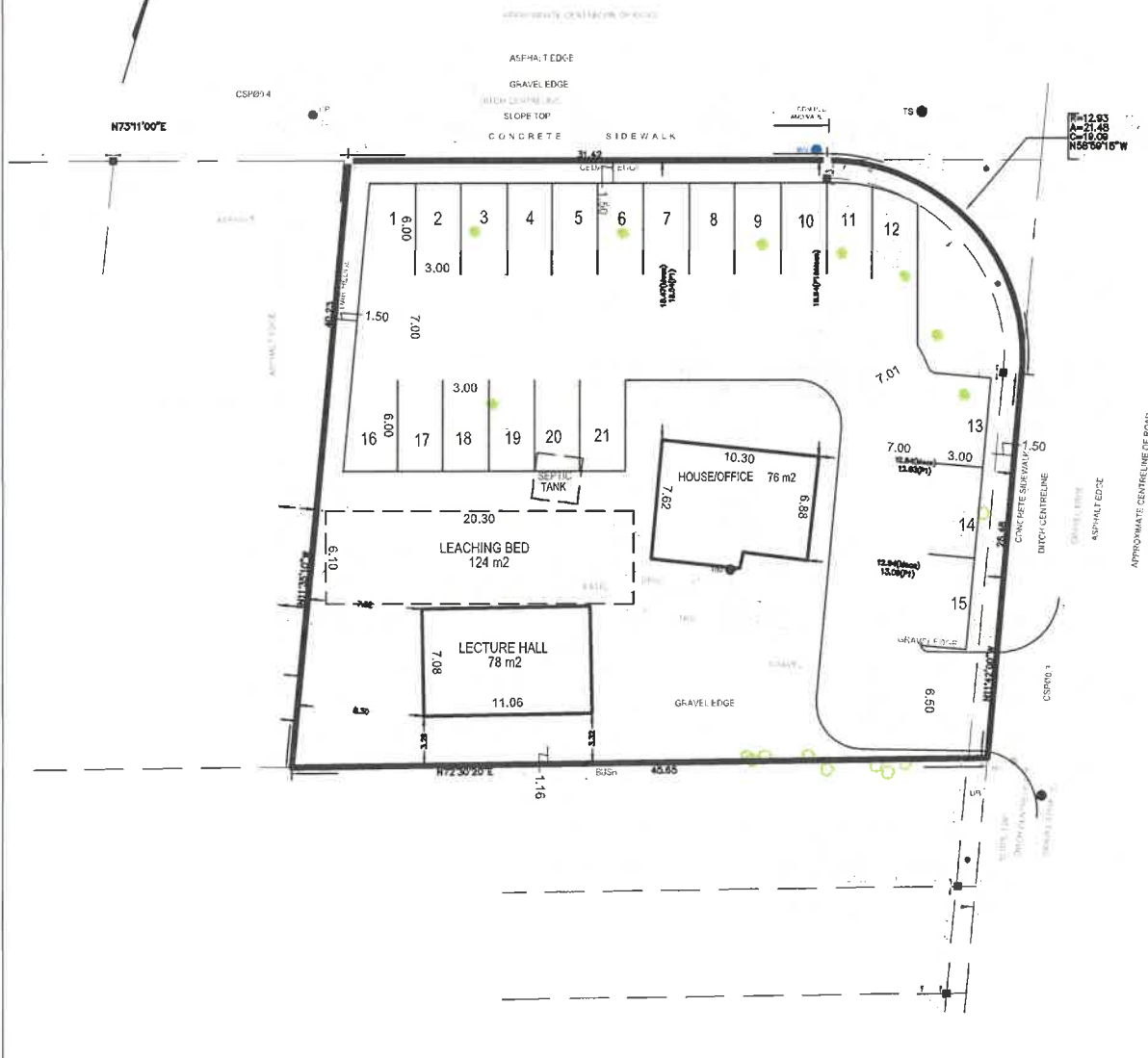
2212 Adjala-Tecumseth Townline
Township of Adjala-Tosorontio
County of Simcoe

- | | |
|---|---|
| Agricultural (A) Zone | Hamlet Residential (HR2) Zone |
| Rural (R) Zone | Institutional (I1) Zone |
| General Industrial (M1) Zone | Open Space Conservation (OSC) Zone |
| Extractive Industrial (M2) Zone | Open Space Recreation (OSR) Zone |
| Protected Aggregate Resources (M3) Zone | General Commercial (C1) Zone |
| Disposal Industrial (M4) Zone | Highway/Service Commercial (C2) Zone |
| Estate Residential (ER) Zone | Trailer Park (C3) Zone |
| Rural Residential (RR) Zone | Site Specific Zones. See Applicable Section of By-law Text For Provisions |
| Hamlet Residential (HR1) Zone | |

	PREPARED FOR: VOICE OF GOODNESS
	DATE: APRIL 29, 2024
	REVISION:
Thorstute Consulting Services Land Use Planning and Development P.O. Box 116, Sutton, Ontario	



COUNTY ROAD 14
(ROAD ALLOWANCE BETWEEN LOTS 10 AND 11, CONCESSION 8)



(KNOWN AS)ADJALA-TECUMSETH TOWNSHIP
(ROAD ALLOWANCE BETWEEN TOWNSHIPS OF ADJALA AND TECUMSETH)

FIGURE 6
SITE PLAN

2212 Adjala-Tecumseth Townline
Part of Lot 10, Concession 8
(Geographic Township of Adjala)
Township of Adjala-Tosorontio
County of Simcoe

— Subject Lands - 1767m2



PREPARED FOR:	VOICE OF GOODNESS
DATE:	JUNE 25, 2024
REVISION:	

SCALE: (m)
0 2 5 10

APPENDIX B



7855 Sideroad 30
Alliston, ON L9R 1V1

Telephone: 705-434-5055
Fax: 705-434-5051

PLANNING DEPARTMENT

**PRE-CONSULTATION
RESPONSE LETTER**

March 27, 2024

PRE-CONSULTATION RESPONSE LETTER

PROPERTY ADDRESS: 2212 Adjala-Tecumseth Townline

APPLICANT: Mazhar Raja

AGENT: Dan Stone & Bonnie Tang, Thornestone Consulting

PROPOSAL: To change the use from Hamlet Residential to Institutional for the operation of a religious community centre with Islamic education classes.

1. The following people attended the meeting on February 29, 2024:
 - 1.1 Jaclyn Cook – Planning Technician, Township of Adjala-Tosorontio
 - 1.2 Mazhar Raja – Applicant
 - 1.3 Dan Stone – Agent
 - 1.4 Bonnie Tang - Agent

2. Applicable Planning Legislation Designations:
 - 2.1 County of Simcoe Official Plan Schedule 5.1 – Settlement
 - 2.2 Township of Adjala-Tosorontio Official Plan Schedule B-1 – Residential
 - 2.3 Township of Adjala-Tosorontio Zoning By-law No. B-1 – Hamlet Residential One (HR1) Zone

3. The following is assumed based on discussions held at the meeting on February 29, 2024, and may be subject to change as more information becomes available:
 - 3.1 Existing Uses: Residential
 - 3.2 Proposal: To change the use from Hamlet Residential to Institutional for the operation of a religious community centre with Islamic education classes.

4. The following will be required based on the discussions held at the meeting on February 29, 2024, and may be subject to change as more information is available:
 - 4.1 An Official Plan Amendment
 - 4.2 A Zoning By-law Amendment
 - 4.3 Site Plan Control

5. The following is a summary of the points of conversation held at the meeting on February 29, 2024:
 - 5.1 Mr. Stone went over the proposal with Planning staff to discuss the opportunity of changing the designation and the zoning.

- 5.2 Ms. Cook advised that the County of Simcoe and Building Department should be consulted with.
 - 5.3 Once the Official Plan Amendment and Zoning By-law Amendment application is deemed complete, a circulation will be prepared and sent to assessment parcels within 120 metres of the subject lands, internal, and external agencies for comments. The application will be presented to Council for a Public Meeting to discuss any questions or concerns. The following month it will come back to Council for a decision. Following the decision, there is a 20-day appeal period in which any body having the right to appeal may submit their appeal request. Once the 20 days have passed, if no appeals have been received, the decision is final.
 - 5.3.1 The Official Plan Amendment Application has been included in this letter.
 - 5.3.2 Zoning By-law Amendment application has been included with this letter.
 - 5.3.3 Site Plan Control Application has been included with this letter.
 - 5.3.4 Submission requirements include the completed application form, a site plan and payment of fees.
 - 5.4 If the Official Plan Amendment and Zoning By-law Amendment is approved, the next steps will be to send the OPA to the County of Simcoe for final approval. Once that is finalized the Site Plan Control Agreement will be drafted and registered on title.
 - 5.5 Ms. Cook advised that she would reach out to the County of Simcoe and the Building Department to get initial comments on the proposal.
 - 5.6 Comments from the County of Simcoe Planning Department and Transportation and Engineering Department have been provide with this letter. It is advised that a pre-consultation be set up with the Chief Building Official to discuss permits requirements.
6. Next step is the completion and submission of the following:
- 6.1 An Official Plan Amendment
 - 6.2 A Zoning By-law Amendment
 - 6.3 Site Plan Control
7. The fees required for the applications are as follows:
- 7.1 Official Plan Amendment
 - 7.1.1 \$3,000 Application Fee
 - 7.2 Zoning By-law Amendment
 - 7.2.1 \$2,500 Application Fee
 - 7.2.2 \$5,000 Intermediate Cost Acknowledgement



7855 Sideroad 30
Alliston, ON L9R 1V1

Telephone: 705-434-5055
Fax: 705-434-5051

PLANNING DEPARTMENT

**PRE-CONSULTATION
RESPONSE LETTER**

7.3 Site Plan Control

7.3.1 \$2,800 Application Fee

Staff look forward to working with you should you choose to proceed with the proposed development.

Regards,

A handwritten signature in black ink that reads "Jaclyn Cook".

Jaclyn Cook

Planning Technician, Township of Adjala-Tosorontio



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Fax: 705-434-5051

PLANNING DEPARTMENT

**PRE-CONSULTATION
RESPONSE LETTER**

Township applications required for this project:

- Zoning Amendment
- Subdivision/Condo
- Official Plan Amendment
- Consent
- Site Plan
- Minor Variance

The following reports have been specifically identified as required by the Township for consideration of your application. The level of detail required, technical expertise and specific requirements for the studies are to be established in consultation with Township planning staff.

- Stormwater Management Study (also contact NVCA/TRCA) ^{1 and/or 2}
- Sediment and Erosion Control Plan (also contact NVCA/TRCA) ^{1 and/or 2}
- Servicing Study¹
- Traffic Study¹ – Subject To MTO
- Flood Plain or Hazard Land Study (also contact NVCA/TRCA) ^{1 and/or 2}
- Landfill Assessment (also contact County of Simcoe) ^{1 and/or 4}
- Environmental Site Assessment^{1 and/or 3 and/or 4}
- Environmental Impact Study/Natural Heritage Evaluation ⁵
- Land Use Compatibility Study⁶
- Hydrogeological Impact Study⁴
- Groundwater Level Assessment⁴
- Financial Impact Study⁷
- Site Plan Design Brief ^{1 and 6}
- Archaeological Site Assessment⁸
- Cultural Heritage Impact Study^{6 and/or 8}
- Agricultural Minimum Distance Separations Study ^{6 and/or 9}
- Nutrient Management Plan or Copy of Approved Plan (also contact OMAFRA) ⁹
- Residential Impact Study (Section 4.6.5 of OP) ⁶
- Commercial Impact Study (Section 4.7.4 of OP) ⁶
- Industrial Impact Study (Section 4.8.4 of OP) ⁶
- General Impact Analysis (Section 8.18 of OP) ⁶
- Visual Impact Study (also contact NEC if applicable) ⁶
- Planning Report⁶
- Other:



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PLANNING DEPARTMENT

**PRE-CONSULTATION
RESPONSE LETTER**

Reports to be prepared by: 1 Professional Engineer; 2 qualified hydrologist; 3 geotechnical expert; 4 qualified hydro-geologist; 5 qualified environmental planner and/or ecologist/biologist; 6 Professional Planner; 7 qualified economic consultant; 8 licenced archaeologist; 9 qualified agrologist or specialist approved by OMAFRA.

Additional municipal applications/permits that are also required to be submitted with this application or prior to construction are:

- Municipal Fill and Grading Permit
- Building Permit
- Road Entrance Permit TWP CNTY MTO
- Sewage System Permit TWP MECP
- Servicing Application (Sewer & Water) TWP MECP
- NVCA/TRCA Permit
- MECP Permit to Take Water or Certificate of Approval under EPA

You are also advised to pre-consult with the following departments & agencies:

- Township Public Works Department
- Township Building Department
- Township Fire Department
- NVCA/TRCA
- Ministry of Transportation
- Ministry of the Environment, Conservation and Parks
- Ministry of Agriculture, Food & Rural Affairs
- County of Simcoe - Planning Department/Roads Department
- Simcoe Muskoka District Health Unit
- Other:

Please note that these agencies have additional requirements which must be met in order for Township approvals to be issued. You are responsible for meeting their requirements and should provide the Township with a copy of your submissions to them, as well as, any response you receive.

8.



**County of Simcoe
Transportation and
Engineering**
1110 Highway 26,
Midhurst, Ontario L0L 1X0

Main Line (705) 726 9300
Toll Free 1 866 893 9300
Fax (705) 727 7984
Web: simcoe.ca



Jaclyn Cook
Planning Technician
Township of Adjala-Tosorontio
7855 30th Sideroad
Alliston, ON L9R 1V1

March 15, 2024

Via: E-Mail

Dear Jaclyn,

**RE: Pre-Consultation Application, OPA& ZBA – 2212 Adjala-Tecumseth Townline
Township of Adjala-Tosorontio, County of Simcoe**

Thank you for requesting pre-consultation comments from the County of Simcoe. It is understood that the Applicant is seeking approvals to convert residential property into a religious place. The County of Simcoe Transportation & Engineering staff would not oppose the Zoning By-law Amendment and Official Plan Amendment but would like the opportunity to review and comment on any related development Applications. As this subject property has frontage on a County Road, the County has a roads interest and may have further comments or requirements. At this time, the County's Transportation & Engineering Department has the following preliminary comments:

1. An Engineering Review Application form and applicable fees will be required for each submission.
2. The County of Simcoe Road Setback By-law No. 5604 regulates the location of buildings and other structures within 45 metres of land adjacent to County Roads. Any new buildings and other structures must be located 15 metres from County road allowance.
3. Parking lots, curbing and illumination must be setback at minimum 1.5 metres from the property line. Fencing must be setback at minimum 0.3 metres adjacent to the County Road 14 property line, if applicable.
4. A Sign Permit will be required from the County for any proposed signage on the County Road
5. Prior to final approval and any site alteration, the Owner shall submit the following to the satisfaction of the County of Simcoe:
 - a. Traffic Impact Study.

If you require any further information, please do not hesitate to contact me.

Sincerely,

The Corporation of the County of Simcoe

Supneet Singh, C.Tech.

APPENDIX C

RE: Clarification of Pre-Consultation Letter - 2212 Adjala-Tecumseth Townline (Voice of Goodness)

Kartik Sally <ksally@adjtos.ca>

Fri 2024-04-12 11:21 AM

To: Bonnie Tang <bonnie@thorstoneconsulting.ca>

Cc: Nelson Santos <nsantos@adjtos.ca>

Good morning,

Thank you for your email and for providing the detailed information regarding the proposed use of 2212 Adjala-Tecumseth Townline for the Voice of Goodness organization.

After reviewing the documents and considering the applicable policies outlined in the Township of Adjala-Tosorontio's Official Plan, it appears that an Official Plan Amendment (OPA) may not be necessary for the proposed religious center.

According to Section 4.6 of the Official Plan, the proposed use falls within the permitted uses for the Residential designation in the Hamlet of Colgan. Specifically, policy 4.6.1.5 permits public and private uses such as churches in the hamlets, subject to relevant regulations included in the zoning by-law.

Given this information, it is our professional opinion that an OPA should not be required to facilitate the proposed use. We appreciate your thorough review of the Official Plan.

We will proceed with the Zoning By-law Amendment process followed by a Site Plan application as discussed. We are also open to further discussion with the appropriate planners to address any questions or concerns regarding the proposed use and applicable planning applications.

Thank you for your attention to this matter, and please feel free to reach out if you require any additional information or clarification.

Sincerely,

Kartik Sally

Planning Administration Assistant

Secretary/Treasurer Committee of Adjustment



7855 30th Sideroad Alliston, ON L9R 1V1

(705) 434-5055 ext. 222

ksally@adjtos.ca

www.adjtos.ca

From: Nelson Santos <nsantos@adjtos.ca>

Sent: Wednesday, April 10, 2024 12:22 PM

To: Kartik Sally <ksally@adjtos.ca>

Subject: FW: Clarification of Pre-Consultation Letter - 2212 Adjala-Tecumseth Townline (Voice of Goodness)

Hi Kartik,

Just wanted to share this and the attached documents as per the email I just sent to Bonnie on this matter for your information.

All the best,

Nelson Santos

CAO

Township of Adjala-Tosorontio

7855 Sideroad 30

Alliston, On L9R-1V1

Ph: 705-434-5055 ext. 228

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From: Bonnie Tang <bonnie@thorstoneconsulting.ca>

Sent: Wednesday, April 10, 2024 11:28 AM

To: Nelson Santos <nsantos@adjtos.ca>

Cc: Dan Stone <dan@thorstoneconsulting.ca>; SAAD NASEEM <saadnaseem36@outlook.com>; Amadio, Dan <Dan.Amadio@simcoe.ca>

Subject: Clarification of Pre-Consultation Letter - 2212 Adjala-Tecumseth Townline (Voice of Goodness)

Good morning Nelson,

Thorstone has been retained by the Voice of Goodness to assist them with obtaining approval for the proposed use at 2212 Adjala-Tecumseth Townline. The property is proposed to be used as a religious and community center for Voice of Goodness, a not-for-profit organization. The primary activities include religious gatherings, worship sessions, and educational activities. I have attached a detailed Site Plan as well as a document outlining the proposed use of the property.

Thorstone and the applicant had attended a Pre-Consultation meeting with Jaclyn on February 29th to discuss the proposed use. We have since received the Pre-Consultation follow up letter in which it is indicated that an Official Plan Amendment (OPA) would be required. An OPA was not suggested during the Pre-Consultation meeting and it is our professional opinion that an OPA should not be required. I have attached the Pre-Consultation letter to this email for your information as well.

We have reviewed the Township of Adjala-Tosorontio's Official Plan and note that the subject property is designated as Residential within the Hamlet of Colgan. Section 4.6 of the Official Plan outlines policies for the Hamlet Development Areas. Specifically, policy 4.6.1.5 is applicable in terms of the proposed use being permitted on the subject property as follows:

4.6.1.5 Both public and private uses such as schools, churches, cemeteries, convalescent homes and parks shall be permitted in the hamlets according to relevant regulations included in the zoning by-law.

Therefore, our position is that an Official Plan Amendment would not be required to facilitate the proposed use. We understand that Jaclyn is no longer with the Township and that the County is stepping in to assist with the Township planning department in the meantime. We are requesting clarification that an OPA is in fact not required and that we could proceed with the Zoning By-law Amendment process followed by a Site Plan application. We would be more than happy to have a discussion with the appropriate planners regarding the proposed use and applicable planning applications.

Sincerely,

Bonnie Tang, BES, RPP Candidate, LEED-GA

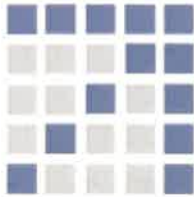
Planner

**THORSTONE CONSULTING SERVICES
LAND USE PLANNING & DEVELOPMENT**

bonnie@thorstoneconsulting.ca

www.thorstoneconsulting.ca

Cell 647.786.8992



Thorstone Consulting Services, Inc.

Land Use Planning & Development

APPENDIX D

PROPERTY USE DOCUMENT

Property Details: Property Address: 2212 Adjala Tecumseth Townline

Corporation Number: 1478739-1

Organization: Voice of Goodness (Not-for Profit)

Purpose of Use: The property is intended to serve as a religious and community center for Voice of Goodness, a not-for-profit organization. The primary activities include religious gatherings, worship sessions, and educational activities.

Proposed Usage:

Worship Space (Extended Garage Structure):

Days: Fridays

Time: 12pm -3pm

Maximum Capacity: 52 people

Office Space (Existing House Structure):

Designated for administrative and organizational purposes.

Religious Educational Activities: Days: Weekends

Duration: 2 hours during the day

Location: Extended structure of Garage

' Transportation: Parents will provide pick-up and drop-off for children.

Community Impact: The utilization of the property aims to bring together 23 local families from Adjala Tosorontio for religious gatherings, promoting a sense of community and fulfilling their religious activities locally.

Parking Arrangements: Parking will not be an issue, as parents will be responsible for dropping off and picking up their children attending the religious educational activities. The organization, Voice of Goodness, ensures that this arrangement minimizes the need for onsite parking during the specified hours of religious education on weekends.

As part of the community-driven approach, parents are encouraged to coordinate efficiently to streamline the pick-up and drop-off process, further alleviating any potential parking concerns.

Voice of Goodness remains committed to maintaining a considerate and cooperative relationship with the local community and Township to address any additional parking considerations, if necessary, ensuring the smooth flow of activities without causing disruptions in the neighborhood.

Next Steps: Voice of Goodness looks forward to collaborating with the Township and council to formalize the use of the subject land for the proposed activities. This involves seeking necessary approvals and support to ensure a harmonious integration of the religious and community activities within the local context.

Contact Information:

Voice of Goodness Corporation Number: 1478739-1

Contact details : 647-226-7867

This document outlines the intended use of the property, emphasizing its positive impact on the local community and seeking cooperation with the Township for necessary approvals.

Measures which Voice of Goodness will consider :

Noise Control Measures: Voice of Goodness acknowledges the importance of maintaining a peaceful neighborhood. To address potential noise concerns, the organization is committed to implementing the following measures:

- **Volume Management:** Ensure that sound systems and activities are conducted at reasonable volume levels during religious gatherings and educational sessions, especially during designated hours, we do not use musical instruments in worship.
- **Communication with Attendees:** Clearly communicate the importance of maintaining a respectful noise level to all attendees, emphasizing the need to be mindful of the surrounding community.
- **Limited Outdoor Amplification:** Restrict the use of outdoor amplification systems to minimize the reach of sound beyond the property boundaries.

Voice of Goodness is dedicated to being a responsible neighbor and will continually assess and adjust noise control measures as needed, ensuring a harmonious coexistence with the local community. Open lines of communication will be maintained to address any concerns promptly.

Emergency Procedures: Voice of Goodness prioritizes the safety and well-being of all individuals participating in its activities. The following emergency procedures have been established to address various situations:

- **Fire Drills:** Conduct regular fire drills to familiarize attendees with emergency exits, assembly points, and procedures in the event of a fire. Ensure that fire extinguishers are easily accessible and regularly inspected.
- **Medical Emergencies:** Establish a designated area for first aid and ensure that trained personnel are available during all activities. Clearly communicate the location of first aid supplies, and emergency contact information for local medical services.
- **Evacuation Plan:** Develop and communicate a clear evacuation plan outlining exit routes and assembly points in case of an emergency. Practice evacuation procedures periodically to ensure readiness.
- **Communication Protocol:** Establish a reliable communication system to disseminate emergency information quickly. Designate responsible individuals to coordinate communication and provide clear

instructions to attendees.

- **Contact Information:** Maintain an updated list of emergency contacts, including local authorities, medical services, and key personnel within the organization. Distribute this information to relevant individuals for quick reference.

- **Severe Weather Preparedness:** Monitor weather forecasts and have protocols in place for severe weather conditions. Designate safe areas within the property for attendees to seek shelter during adverse weather.

- **Security Measures:** Implement security measures to address any potential security concerns, collaborating with local law enforcement if necessary.

Voice of Goodness remains committed to regularly reviewing and updating these emergency procedures, ensuring the safety of all participants during religious gatherings, educational activities, and other events. Open communication channels will be maintained to address any emergency situations promptly and efficiently.

APPENDIX E

The Corporation of the Township of Adjala-Tosorontio

By-law No. 2024-XX

A By-law to amend Zoning By-law 03-57, as amended, for lands located in Lot 10, Concession 8, in the Township of Adjala-Tosorontio, County of Simcoe.

WHEREAS By-law 03-57 is the main comprehensive Zoning By-law of the Township of Adjala-Tosorontio;

AND WHEREAS By-law 03-57 zones the lands located in Lot 10, Concession 8 as Hamlet Residential (HR1);

AND WHEREAS the Council of the Corporation of the Township of Adjala-Tosorontio deems it appropriate to amend Zoning By-law 03-57, as amended, for those lands located in Part of Lot 10, Concession 8;

AND WHEREAS authority is granted under Sections 34 of the *Planning Act*, R.S.O. 1990, c.P.13;

NOW THEREFORE the Council of the Corporation of the Township of Adjala-Tosorontio hereby enacts as follows:

1. **THAT** the lands subject to this by-law consist of Lot 10, Concession 8, Township of Adjala-Tosorontio, County of Simcoe as shown on Schedule "A" attached hereto, and that Schedule A forms part of this By-law;
2. **THAT** Schedule A-4 is hereby further amended by rezoning the **Hamlet Residential "HR1" Zone** to the **Institutional with Exception "I-XX" Zone**, as shown on Schedule "A";
3. **THAT** the provisions of Zoning By-law 03-57, as amended, shall continue to apply to those lands zoned Institutional with Exception "I-XX" on Schedule "A" with the exception of the following:
 - i. That notwithstanding Section 9.1 of this Bylaw, the minimum lot frontage of the property will be 25 metres.
 - ii. That notwithstanding Section 9.1 of this Bylaw, the minimum lot area of the property will be 1,760 square metres.
 - iii. That notwithstanding Section 3.24 of this By-law, a total of 21 parking spaces shall be provided.
4. **THAT** this By-law shall come in to force and effect in accordance with the provisions and regulations pursuant to Section 34 of the Planning Act.

THAT the provisions of this By-law shall take full force and effect with the passing hereof;

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this day of , 2024.

Floyd Pinto, Mayor

Dianne Gould-Brown, Clerk

DRAFT

SCHEDULE "A" TO BY-LAW No. 2024-XX

2212 ADJALA-TECUMSETH TOWNLINE
TOWNSHIP OF ADJALA-TOSORONTIO, COUNTY OF SIMCOE



From Hamlet Residential (HR1) To Institutional
with Exception "I-XX"

This is Schedule "A" to Zoning By-law 03-57 Passed this X day of X, 2024

