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Report prepared by:  
 R.E. MILLWARD +  
ASSOCIATES LTD

**DRAFT STRATEGIC DIRECTIONS REPORT 2**

NEW COMPREHENSIVE ZONING BY-LAW: ZONING FOR THE CITY OF RICHMOND HILL'S  
NEIGHBOURHOODS

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## Executive Summary

This report is the second of a series of Strategic Directions Reports designed to outline the proposed intent, design, and implementation of new zoning regulations for the City of Richmond Hill under a new comprehensive zoning by-law (CZBL). The CZBL is to be implemented in phases that follow the batches of amendments to the City of Richmond Hill Official Plan (RHOP). The new Comprehensive Zoning By-law (CZBL) is an opportunity to better regulate land use planning in the City of Richmond Hill. The purpose of the Project is to review, consolidate and update the City's Zoning By-laws into a single comprehensive Zoning By-law that implements the policies and vision of the Plan. Key objectives of the Project include creating a comprehensive Zoning By-law that is:

- user-friendly and easy to understand, administer and enforce;
- reflective of current and emerging planning and development practices and trends; and,
- fully accessible online

This draft Strategic Directions Report introduces the relevant land use planning and development framework, and recommended CZBL approach, specific to areas within the City which are designated as "Neighbourhood" on Schedule A2 of the RHOP.

The report recommends how the CZBL may address and implement Official Plan policies for these areas as related to permitted land uses and built form, including height, density, urban design, and parking and loading requirements. In doing so, the report details the relevant planning objectives and policies for these areas and makes recommendations for how to address those elements in the CZBL.

The report sets out 29 recommendations, along with certain sub-recommendations, each listed following a discussion on the related topic or issues, and which are consolidated in the last section of the Report.

Input from the public is encouraged to shape the recommended strategic directions for the CZBL. An Open House is scheduled for Monday, June 24, 2024 on this draft Strategic Directions Report as well as others. Draft Strategic Directions Reports will be finalized based on comments received and will be brought forward to the Committee of the Whole and Council in Richmond Hill in September 2024.

# 1 Introduction

The new Comprehensive Zoning By-law (CZBL) is an opportunity to better regulate land use planning in the City of Richmond Hill. The purpose of the Project is to review, consolidate and update the City's Zoning By-laws into a single comprehensive Zoning By-law that implements the policies and vision of the Plan. Key objectives of the Project include creating a comprehensive Zoning By-law that is:

- user-friendly and easy to understand, administer and enforce;
- reflective of current and emerging planning and development practices and trends; and,
- fully accessible online

The City of Richmond Hill has engaged a consultant team lead by R.E. Millward and Associates to develop the new CZBL. Over the past few years, background research, technical papers, and studies focusing on specific planning issues has been completed. This work will inform the development of a series of Strategic Directions Reports (SDRs) which will guide the drafting of the first phase(s) of the CZBL that will be drafted and are expected to be approved in 2025, as outlined below:

1. **SDR 1:** Framework, Design, Phasing, and Implementation of the CZBL;
2. **SDR 2:** Zoning for the City of Richmond Hill's Neighbourhoods;
3. **SDR 3:** Zoning for the *Yonge Street and Carrville/ 16<sup>th</sup> Avenue Key Development Area, Village Local Centre, Oak Ridges Local Centre, and Newkirk Local Centre*; and
4. **SDR 4:** Zoning for Parking and Loading based on the reports prepared by HDR Transportation Consultants.

These draft SDRs will be available on the Zone Richmond Hill webpage for public review and presented at a public open house on June 24, 2024. After incorporating public comments, the four (4) SDRs will be presented to City Council for consideration and endorsement in September 2024. A consultation strategy will be presented to City Council at the same time with the four SDRs.

Subsequent SDRs will be developed later to deal with those portions of the CZBL that will be considered by City Council following completion of the Official Plan Update.

## 1.1 Purpose of this Report

The purpose of this report is to set out the zone structure and types of regulations that pertain to the areas of Richmond Hill that are designated as "Neighbourhood" under the Official Plan. The report will identify the existing land use planning objectives and policies and give initial direction on how these should be addressed and implemented by the CZBL.

The CZBL is to be implemented in phases to correspond to adopted and in force Official Plan land use policies. This pertains to applicable policies in the *York Region Official Plan (YROP)*, the *Richmond Hill Official Plan (RHOP)*, and any amendments that may involve secondary plans, tertiary plans, or exceptions to specific areas or properties (official plan amendments). The *YROP*, *RHOP*, official plan amendments, and CZBL regulations must not conflict with in-place Provincial policies and legislation, which include the:

- *Planning Act*;
- *Ontario Heritage Act*;
- *Municipal Act*;
- *Oak Ridges Moraine Conservation Act*;
- *Provincial Policy Statement*; and
- *Growth Plan for the Greater Golden Horseshoe (Growth Plan)*.

Emerging legislation to these Provincial acts and policies under Bills 97, 108, 109, 23, and 185 (received Royal Assent), are also considered in the development of the CZBL. Please refer to Report 1 Framework, Design, Phasing, and Implementation of the new CZBL for details on the existing zoning by-laws, the recent and emerging Provincial and Federal policies, the *YROP*, the *RHOP*, and emerging planning issues.

## **1.2 History of Richmond Hill’s Land Use Policy and Regulatory Context**

In its earliest days, Richmond Hill was a small settlement along Yonge Street, partially in the township of Vaughan and partially in the township of Markham. The Village of Richmond Hill was incorporated in 1873.

By 1957, Richmond Hill was incorporated as a town, and the municipality was bounded by Crosby Avenue to the north, Church Street to the east, Major Mackenzie to the south, and Mill Pond to the west. At this point, there was only one parent zoning by-law, 986, which was adopted by the local Council in 1953.

In 1971, the Region of York was established which expanded the boundaries of Richmond Hill annexed parts of Whitchurch Township, Markham Township, Vaughan Township, and King Township. The municipality grew to its current size, bounded by Bloomington Road to the north, Highway 404 (former Woodbine Avenue) to the east, Highway 7 to the south, and Bathurst Street to the west. Several communities including Gormley, Dollar, Langstaff, Carrville, Headford, Elgin Mills, Jefferson, Bond Lake, Temperanceville, Lake Wilcox, Oak Ridges, and Richvale became part of Richmond Hill. By this time, an additional six parent zoning by-laws were present across the municipality. Some of these parent zoning by-laws cover areas that were not within the earlier boundaries of Richmond Hill.

The Ontario Municipal Board approved the Town of Richmond Hill’s first Official Plan in 1982, when seven more parent zoning by-laws were in place. By 1994, the first York Region Official Plan was approved, and 16 more parent zoning by-laws were in place.

In 2010, the Town of Richmond Hill and York Region each adopted their second Official Plan. Nine more parent zoning by-laws were in place by this time. By 2019, Richmond Hill was incorporated as a city. York Region adopted its third Official Plan three years later. Four more parent zoning by-laws were adopted during this period, totaling 40 parent by-laws today.

### **1.3 Background Research for Neighbourhoods Zoning Strategic Directions**

As part of Phase 1 of the CZBL, the City of Richmond Hill retained Gladki Planning Associates, Meridian Planning and DTAH to undertake studies on specific zoning issues and topics to help inform the drafting of the CZBL and the Official Plan Update. The findings of the studies were summarized in a total of 11 technical papers and two building typology studies. The Low Rise Medium Density Building Typology Study summarizes the findings of the Low Rise Medium Density Study for Neighbourhood Areas, which looks at ways in which the City's Zoning By-law can better regulate, and more predictably accommodate "gentle intensification".

The following applicable Phase 1 Technical Papers and the Low Rise Medium Density Building Typology Study have been considered in the development of the strategic directions recommended in this report and will be consulted in the drafting of the by-law for the Neighbourhoods areas, where appropriate and where the content is still applicable, given the evolving policy and legislative context:

- Community Uses;
- Aging in Place;
- Residential Parking and Landscape Requirements;
- Automotive Commercial Uses;
- Short Term and Shared Accommodations;
- Residential Infill Development;
- Residential Accessory Structures;
- Home Based Occupations; and,
- Low-Rise Medium Density Building Typology Study.

## 2 Policy Direction

### 2.1 Richmond Hill Official Plan Update

The *Richmond Hill Official Plan* has been in place since 2010 and is based on Provincial and Regional policy direction merged with local community input and technical expertise. The Official Plan provides an urban structure framework to direct growth and determine land use spatially throughout Richmond Hill and guide future land use planning decisions. The Official Plan is currently at various stages in the review process, to conform with Provincial policies and regulations made since 2010, including accommodating additional population and employment growth to 2051. The *Richmond Hill Official Plan* must also conform with the *York Region Official Plan*, adopted in 2021, which will become a local planning responsibility in July 2024 upon the Province’s dissolution of regional planning responsibilities.

An over-arching theme of the *Richmond Hill Official Plan* is “building a new kind of urban”, which is giving direction to the CZBL review process. This vision, as described in section 2.1 of the Official Plan, creates complete, vibrant, and connected communities by reinforcing connections between the natural and built environment, protecting, and planning for a range of economic opportunities, and promoting a place-based approach to housing and intensification.



*Figure 1: 2023 aerial photograph looking at the Richvale South neighbourhood in Richmond Hill, illustrating the typical low-rise low-density character of Richmond Hill’s neighbourhoods*

### 2.1.1 Neighbourhoods

The Neighbourhood designation makes up the largest portion of the City of Richmond Hill Official Plan land use designations. Richmond Hill's neighbourhoods are characterized by low density residential areas and a range of service uses and facilities including neighbourhood commercial plazas, schools, day nurseries, places of worship, community centres and parks and urban open spaces. Opportunities for small-scale infill development is encouraged by the policies of this Plan to support a greater mix of housing. This infill development will bring about some change to neighbourhoods as they continue to evolve over time. The policies of the Official Plan intend to enhance and strengthen the character of neighbourhoods and promote connectivity and excellence in design. Compatible new development should represent a "good fit" within the physical context and character of the surrounding area.

Official Plan Amendment (OPA) 18.4 (Approved September 9, 2022 by Council) updated the policies in the Richmond Hill Official Plan pertaining to all lands within the settlement area which were designated as "Neighbourhood" in the City's 2010 Official Plan (see Figure 2). The unappealed portions of OPA 18.4 were approved by the Ontario Land Tribunal and came into effect in May 2023. The Official Plan was updated to consider the most recent provincial policy, as well as the City Plan 2041 Key Directions Report for the Official Plan Update, the City's Affordable Housing Strategy (2021), and to put into action measures that seek to facilitate the creation of complete communities, respect distinguishing features of neighbourhoods, and improve residents' access to activities, services, and day-to-day needs within a 15 minute walking distance from their home.

OPA 18.4 implemented provincial direction from the Province which requires that municipalities plan for and accommodate intensification and redevelopment within existing settlement areas to create more sustainable communities and to use land and infrastructure more efficiently. Further, the amendment also implemented relevant policy direction from:

- **A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019)**, including supporting the achievement of complete communities that feature a diverse mix of land uses and convenient access to local stores, services, and public service facilities;
- **The Oak Ridges Moraine Conservation Plan (2017)**, including promoting the efficient use of land within Settlement Areas through intensification and redevelopment within urban areas, and encouraging the development of communities that provide their residents with convenient access to an appropriate mix of employment, transportation options, local services and a full range of housing and public service facilities; and,
- **The York Region Official Plan (2010)**, including designating the subject lands as "Urban Area", and encouraging intensification by diversifying housing mix, promoting affordable housing, and encouraging infill development and redevelopment within the Urban Area boundary;

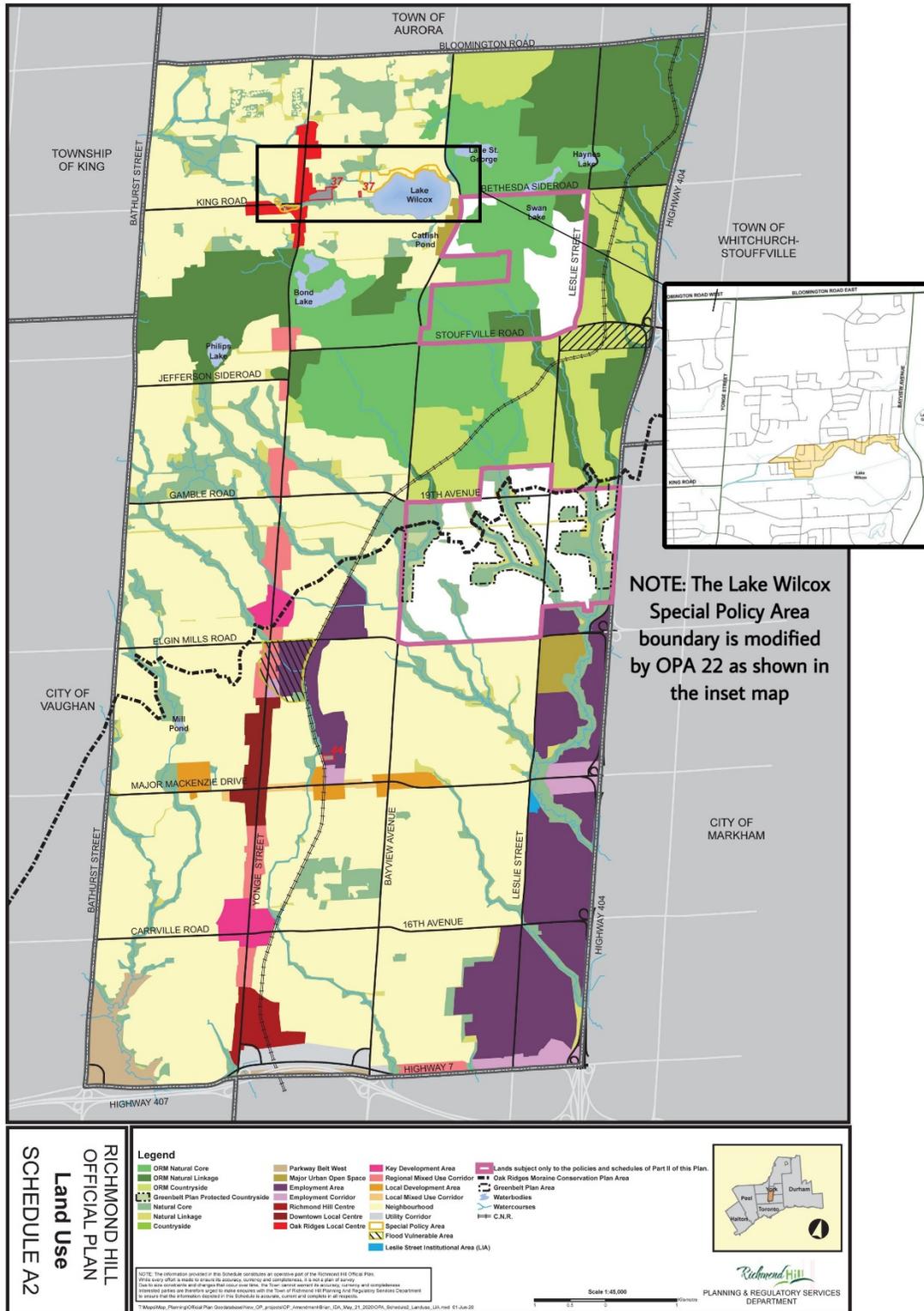


Figure 2: Richmond Hill Official Plan Land Use Map Schedule A2 (2023)<sup>1</sup>. Note that the Neighbourhood designation includes all the areas in yellow.

<sup>1</sup> Image Source: Richmond Hill Official Plan January 2023 Consolidation.

Further, the amendment provides policy direction to address matters related to the achievement of “15-minute” complete communities and permissions for “gentle density” within the Neighborhood designation, where appropriate, while balancing the desire to protect distinguishing features of Neighbourhoods.

For the Neighbourhood areas of the city, the CZBL will implement the relevant policies and policy direction for these areas.

It should be noted that there are currently still three outstanding appeals to the Ontario Land Tribunal related to OPA 18.4. The lands which are the subject of these appeals will not be dealt with through the CZBL until such time as the appeals have been settled. Additionally, the planning policy context continues to evolve. The CZBL will have to implement the City’s latest Official Plan policies to the extent they don’t conflict with the latest in force provincial policy and legislation.

Currently there are approximately 40 existing parent zoning by-laws in the City, many of them pertain to the areas which are designated as “Neighbourhoods” in the City’s Official Plan. In certain parts of the City, such as portions of the North Leslie Secondary Plan and West Gormley Secondary Plan Areas, newer zoning by-laws have been adopted to regulate more recent developments. Through the CZBL project, the characteristics of these newer by-laws will be examined to determine whether any similar approaches can be applied to other neighbourhood areas within the City. These newer by-laws are recommended to stay in place.

Richmond Hill’s Official Plan sets out the direction for the City’s Neighbourhood Areas (areas shown in yellow on Figure 2), as well as certain lands within the North Leslie and West Gormley Secondary Plan Areas. According to the Section 4.9 of the Plan, Neighbourhoods are characterized by low- and medium-density residential areas and a range of service uses and facilities, including neighbourhood commercial plazas, schools, day nurseries, places of worship, community centres, parks, and urban open spaces.

While Neighbourhoods play a role in the City’s intensification hierarchy, they are not the primary focus area for most of the City’s Growth. In the Neighbourhood areas, intensification will occur through infill development, various grade related and/or low-rise housing options, and the provision of additional residential units (Policy 3.1.3(4)). Neighbourhoods are expected to accommodate a lower yield of growth in comparison to other priority intensification areas, listed in order of priority, including the Richmond Hill Centre, Key Development Areas (Yonge St./16<sup>th</sup> Ave., and Yonge St./Bernard Ave), Regional Corridors (Yonge St., and Highway 7), Local Centres (Village, Oak Ridges, Newkirk, Bathurst and Highway 7, East Beaver Creek and Highway 7), and Local Development Areas (Trench St., and Bayview), and Local Corridors (Major Mackenzie).

Section 4.9 of the Official Plan indicates that neighbourhoods are characterized by low density residential areas and a range of service uses and facilities including neighbourhood commercial plazas, schools, day nurseries, places of worship, community centres, parks, and urban open spaces.

The Neighbourhoods will accommodate only limited intensification through small-scale infill and redevelopment at a lower scale and intensity than any other area of the urban structure (Policy 3.1.3.(4)). However, the Plan encourages opportunities for small-scale infill development within neighbourhoods to support a greater mix of housing. As infill development will bring about some change to neighbourhoods as they continue to evolve over time, the policies of the Official Plan intend to enhance and strengthen the character of neighbourhoods, promote greater connectivity, as well as excellence in design. It states that compatible new development within neighbourhoods should represent a “good fit” within the physical context and character of the surrounding area.

### **2.1.2 Infill, Renovation, and Neighbourhood Stability**

The City of Richmond Hill has identified several “priority infill” areas across the city. The locations of priority infill areas are shown on Appendix 9 (Priority Infill Areas) of the Official Plan (see Figure 3) and are for low-density or medium-density residential development.

The Official Plan identifies Priority Infill Areas as areas within Neighbourhoods that are characterized by low-density residential uses, and which have established patterns of residential infill development. These areas have the potential for new lot creation and/or the provision of medium density residential development. In some of these areas, public streets and road patterns have been established to facilitate future infill development but are not yet complete or are nearing completion. New development in these areas contribute to this Plan’s residential intensification target and help provide a broader mix of housing types within the City, while making use of existing or planned infrastructure.<sup>5</sup> Some of these infill areas have approved plans by Council, while others do not.

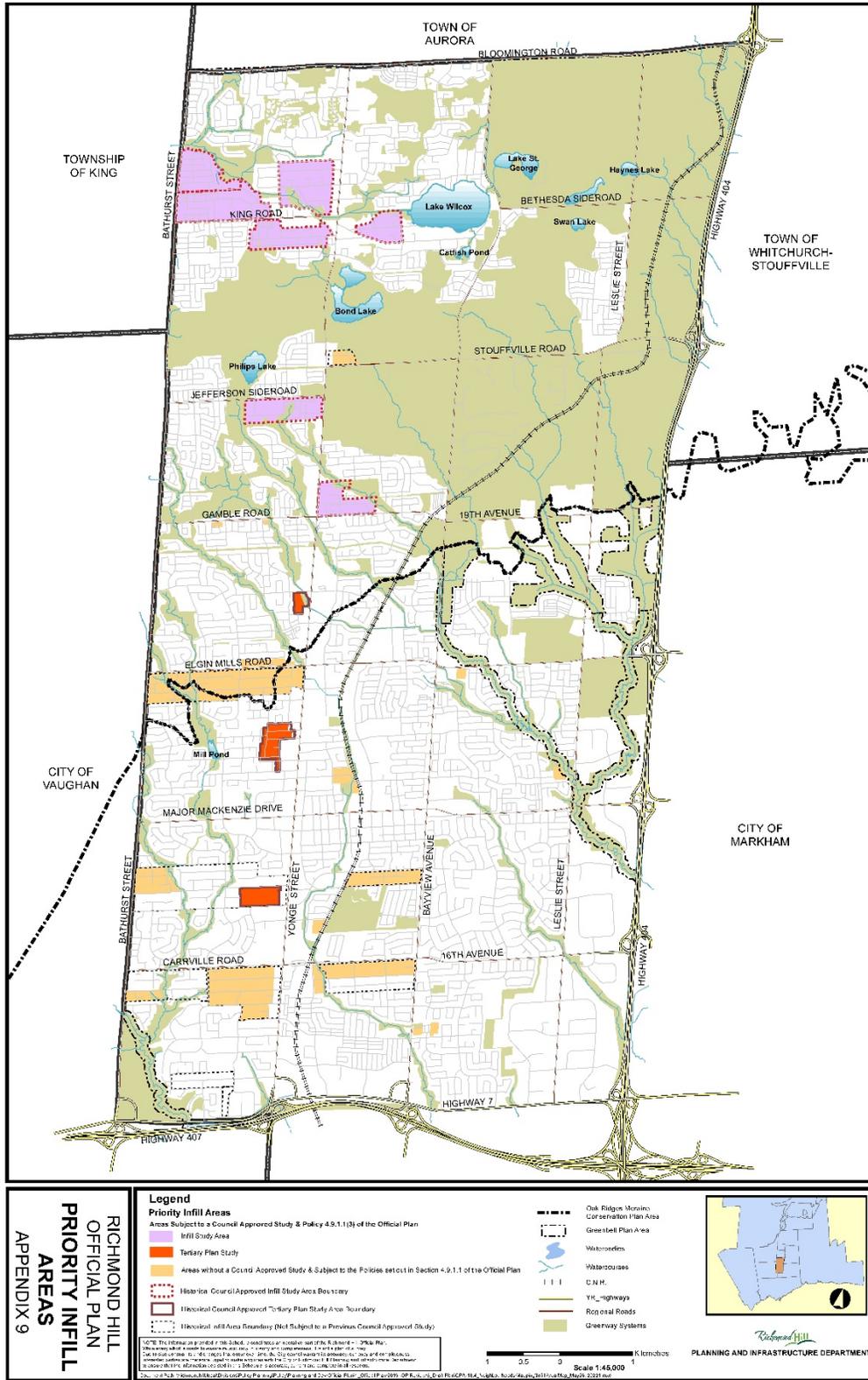


Figure 3: Richmond Hill Official Plan Priority Infill Areas Appendix 9 (2022)<sup>2</sup>

<sup>2</sup> Image Source: Richmond Hill Official Plan January 2023 Consolidation.

### 3 Proposed Strategic Directions

This section provides relevant context based on RHOP direction and relevant background technical papers and outlines recommended strategic directions for the CZBL as it pertains to lands which are designated as Neighbourhoods in the Official Plan.

#### 3.1 Permitted Uses in Neighbourhoods

Section 4.9.1 of the Richmond Hill Official Plan permits the following uses within the Neighbourhoods Designation:

- *Low-density residential uses* such as *low-rise* single detached, semi- detached and duplex dwellings;
- *Medium-density residential uses* such as *low-rise* townhouses and walk- up apartments in accordance with the policies of Section 4.9.1.2 of the Plan;
- Neighbourhood commercial uses in accordance with the policies of Section 4.9.1.3 of the Plan;
- Community uses in accordance with the policies of Section 4.1 of the Plan;
- Parks and urban open spaces in accordance with the policies of Section 3.4.4 of the Plan;
- *Automotive service commercial* in accordance with policy 3.4.1 (45) of the Plan;
- *Home occupations* in accordance with policy 3.3.2(10) of the Plan;
- *Live-work units* fronting an arterial street and in accordance with policy 3.3.3.2(10) of the Plan.

The policies of Section 4.9.1 of the Official Plan also require development to be compatible with the character of the areas and speaks to limitations on heights which are discussed in sections 3.3.2 and 3.3.3 of this report, respectively.

Further priority infill areas have been identified in Neighbourhoods as shown on Appendix 9 of the Official Plan and described earlier in this Report. These areas will be considered, and appropriate regulations will be established in the CZBL in accordance with Council approved policies and plans.

#### **RECOMMENDATION:**

1. It is recommended that the Comprehensive Zoning By-law implement the range of permitted uses for Neighbourhoods as appropriate and implement the existing Council approved infill plans.
2. It is recommended that the Comprehensive Zoning By-law examine lands along arterial streets within the Neighbourhood designation to identify appropriate locations to provide as-of-right permissions for a variety of low-rise medium density housing built forms (e.g. townhouses, walk-up apartments), in accordance with the permissions of the Official Plan.

## 3.2 Residential Zones and Uses within Neighbourhoods

### 3.2.1 Reduction in Residential Zones

Across Richmond Hill's existing parent by-laws, there is a considerable number of residential zones which apply to lands in the Neighbourhoods designation.

A review of existing zoning and factors such as lot frontage, lot area patterns, and neighbourhood character will be undertaken to establish a reduced new array of residential zones, including special zone categories for certain character neighbourhoods. This will be done through several steps such as:

- Determining which zones, regulations or site-specific regulations are deemed redundant and won't be brought forward into the CZBL.
- Discovering which changes to zoning (e.g. consolidation of zones) are simple or straightforward and wouldn't result in substantive changes to existing regulations and permissions. These can be rewritten in the CZBL.
- Evaluating more complex zoning situations which are extremely specific (e.g. because of a site-specific amendment) and may require an exception in the CZBL, which would prevail over generic CZBL regulations or maintaining the existing in-force by-law and not bringing the subject property or properties into the CZBL. These instances are expected to be rare.

#### *RECOMMENDATION:*

3. It is recommended that the Comprehensive Zoning By-law reduce the number of residential zones to a more modest array of fewer zones that are based on existing and planned lot frontage and lot area ranges.

### 3.2.2 Residential Zones Development

The approach for proposing a new residential zone structure for the CZBL is to identify the fundamental characteristics of the various neighbourhoods based on the existing lot frontage and lot area patterns, while allowing for more units in various housing forms on the lots. The Neighbourhoods zoning update is part of the Housing Accelerator Fund (HAF) Action Plan which will help to address the need to accommodate more housing opportunities throughout the neighbourhoods and may also provide opportunities to allow for affordable or attainable housing.

Residential zones within the CZBL will be structured based on a variety of factors such as lot frontage/lot area, coverage, front yard setbacks, side yard setbacks, rear yard setbacks, building height, floorspace index/density, land use (building type), dwelling type, and character. These considerations will be detailed further in the sections that follow.

**RECOMMENDATION:**

4. It is recommended the residential zone structure and associated development regulations in the Comprehensive Zoning By-law align as closely as possible with existing circumstances, and approvals to limit the creation of legal non-conforming and non-complying properties. However, there is an understanding that the Comprehensive Zoning By-law may lead to the creation of some lawfully existing non-conforming and non-complying properties.
5. It is recommended that the residential zone structure and associated development regulations in the Comprehensive Zoning By-law align as closely as possible with the existing character of existing established neighbourhoods to reduce the overall number of zones and need for minor variance applications. Essential regulations should address characteristics such as lot frontage, lot size, building height, etc.

### 3.2.3 Residential Building Types, Built Forms, and Densities

The intent of the Official Plan is to allow for a wider range of residential building types throughout the neighbourhoods. In neighbourhoods where semi-detached, street or block townhouses exist in large or predominant numbers, then appropriate zone regulations would be developed for those areas. Policy 4.9.1.1 in the Official Plan stipulates the predominant use of land within the Neighbourhood designation shall be for *low-rise* residential uses.

Official Plan Policy 4.9.1(4) and 4.9.1 (5) sets out maximum building heights in Neighbourhood Areas, which is a maximum of three storeys, except on an arterial street where the maximum building height shall be four storeys. Existing buildings greater than three storeys which legally existed on the date of adoption of the Plan are permitted.

Table 1 below, explains the distinction between density and rise and provides an overview of Official Plan definitions for residential density by building type and rise by permitted heights.

*Table 1: Official Plan Definitions for Residential Density and Heights*

<b>Official Plan Definitions</b>	<b>Density (Building Type)</b>	<b>Rise (Height)</b>
<b>Low</b>	Single-detached, semi-detached, and/or duplex forms of dwellings.	Height of four storeys or less.
<b>Medium/Mid</b>	<i>Low-rise</i> , triplex, fourplex, townhouse, or walk-up apartment forms of <i>dwelling units</i> .	Heights ranging between five storeys and eight storeys.
<b>High</b>	Multi-unit apartment forms of <i>dwelling units</i> .	Height of nine storeys or greater.

It should be noted that the density (building type) and heights don't always correspond. For example, medium density building types (e.g. triplex, fourplex, townhouses, walk-up apartments) are specifically required to be low rise (4 storeys or less in height) in Neighbourhoods, whereas multi-unit apartments would be defined as high density but may be

high rise if they meet the height criteria. Based on the current Official Plan permissions, there may be instances where an Official Plan Amendment would be needed to allow for certain medium density building types (e.g. triplex, fourplex, townhouses) to be permitted in low density areas.

*RECOMMENDATION:*

6. It is recommended that the current approach of dividing residential zones by building type be replaced with a more general allowance for low density, low-rise building types to be permitted in most neighbourhood residential zones, to the extent permitted by the Official Plan. Building types that involve the division of land (such as semi-detached houses and street townhouses) would be examined differently outside of infill areas, since they may have the potential to change the character and established lot pattern of a neighbourhood.
7. It is recommended that the Comprehensive Zoning By-law provide a variety of zones permitting low and medium density residential with a range and mix of lot sizes, dwelling types, and dwelling sizes to support housing affordability and the differing needs of residents in accordance with the Official Plan.



*Figure 4: Rendering of 4-12 McCachen Street, a low-rise medium density townhouse development that is under construction in an area designated Neighbourhood by the Richmond Hill Official Plan<sup>3</sup>.*

<sup>3</sup> Image Source: <https://www.livabl.com/richmond-hill-on/fifth-avenue-homes-richmond-hill>.

### 3.2.3.1 Amenity Space Requirements for Multi-Residential Development

Low density housing types often contain private outdoor amenity spaces (e.g. yards), however, more compact and higher density residential housing (e.g. condominium townhouses, apartments) often contain a mix of private outdoor amenity spaces (e.g. balconies) and communal indoor and outdoor amenity spaces (e.g. fitness centres, rooftop patios, seating areas, swimming pools, community gardens). As recommended by the Low-Rise Medium Density Building Typology Study, to achieve high quality, appropriately sized outdoor amenity spaces in the city, there must be appropriate requirements for multi-residential development. Through the Comprehensive Zoning By-law update, a scan will be done of other by-laws to identify best practices related to amenity space requirements to promote greater quality of life for Richmond Hill residents.

#### RECOMMENDATION:

8. It is recommended that the Comprehensive Zoning By-law include minimum indoor and/or outdoor amenity space requirements per unit in zones permitting low-rise medium density residential, and that a minimum threshold for the requirement per unit be provided (e.g. buildings with 10 units or more must provide minimum amount of amenity space per unit).

### 3.2.4 Additional Residential Units (ARUs)

The Official Plan defines Additional Residential Units as “Additional Residential Unit” meaning a single *accessory dwelling unit* within a *ground-related dwelling* and/or a single *accessory dwelling unit* within a structure *accessory to a ground-related dwelling* that consists of one or more rooms that are designed, occupied or intended for use, including occupancy, by one or more persons as an independent and separate residence in which cooking facilities, sleeping facilities, and sanitary facilities are provided for the exclusive use of such person or persons.”

The City’s Official Plan currently permits Additional Residential Units in areas zoned for residential development which are primarily located within Neighbourhood Areas. However, ARUs are not permitted on hazard lands or hazardous sites, on lands within the “Oak Ridges Moraine Natural Core” and “Oak Ridges Moraine Natural Linkage” designations; or on lands within the Greenbelt Plan Protected Countryside – Natural Core designation. ARUs are also limited to no more than one additional unit within a single detached dwelling on lands designated “Oak Ridges Moraine Countryside”. Further, any exterior changes to an existing *ground-related dwelling* are to be compatible with the character of the area.<sup>4</sup>

Bill 23, the *More Homes Built Faster Act, 2022* (“Bill 23”) was introduced by the province of Ontario on October 25, 2022, and was passed by Legislature and received Royal Assent on November 28, 2022. The bill introduced several legislative changes to acts and regulations in Ontario.

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<sup>4</sup> Richmond Hill Official Plan Consolidation January 2023, Section 3.1.5 (5).

Bill 23 introduces amendments to the *Planning Act* that require official plans and zoning by-laws to allow up to three residential units “as-of-right” in residential areas. This amendment allows for a single existing residential structure to be divided into three units or for the addition of a basement suite and laneway or garden home. There are no minimum unit sizes for these units and no more than one additional parking space can be required per unit. These units would be exempt from Development Charges/Community Benefit Charges and parkland requirements. There is no right to appeal official plan or zoning by-law amendments passes to permit these units. Existing regulations on height and setbacks still apply.

More recently, the Federal government announced in November 2023, the Housing Accelerator Fund (HAF), a \$31 million investment that the City of Richmond Hill is receiving to increase housing supply. The Housing Accelerator Fund (HAF) Action Plan addresses crucial aspects of urban development, affordable housing, and environmental sustainability.

Pending the outcome of the work to be completed on the City’s HAF Action Plan, it is recommended that, where three units are permitted in the City’s Neighbourhood designation that the Comprehensive Zoning By-law be updated to include development regulations that align with recently approved provincial legislation for ARUs.

**RECOMMENDATION:**

9. It is recommended that the Comprehensive Zoning By-law update regulations pertaining to Additional Residential Units for areas where three units continue to be permitted (pending City’s Housing Accelerator Fund 4 units Action Plan) to align with provincial legislation.
10. It is recommended that regulations for Additional Residential Units be included under specific use regulations in the Comprehensive Zoning By-law.

### **3.2.5 Live-work**

Live-work Units are defined in the Official Plan as: “a single unit (e.g. studio, loft, or apartment) consisting of both a subsidiary *commercial, retail, and/or office* component and a residential component that is occupied by the same resident. A live-work unit shall comply with the regulations set out in the Ontario Building Code and may be used as both a living accommodation, which has a kitchen and sanitary facilities, and a business operated by one or more people who live in the unit.” Additionally, all waste generated from the business establishment must be stored internally, unlike in other settings (e.g. commercial plazas, where outdoor waste storage areas may be found. Within Neighbourhoods, Live-Work Units must front onto arterial streets.

Typical non-residential uses in live-work zones include smaller-scale uses such as an art gallery, artisan studio, financial establishment, personal service establishment, retail establishment, florist, medical office, office, or a commercial school.

Within Neighbourhoods, *Live-work units* are permitted to be located fronting onto arterial streets as stand alone uses or integrated with neighbourhood commercial uses.

**RECOMMENDATION:**

- 11. It is recommended that regulations be included in the Comprehensive Zoning By-law for live-work units in accordance with Official Plan policies, and considering the following matters:
  - a. Restricting non-residential uses to the ground floor;
  - b. Requiring appropriate minimum ceiling height requirements for the first storey;
  - c. Requiring an at-grade entrance facing a public street as the principal entrance to the non-residential use;
  - d. Appropriate parking provisions, factoring in both residential and non-residential uses; and,
  - e. Limiting outdoor sales and display of goods to the area immediately in front of the live work-unit.



*Figure 5: Example of Live-Work Units<sup>5</sup>.*

<sup>5</sup> Image Source: Richmond Hill Centres and Corridors Public Open House Panels (June 2023).

### 3.2.6 Ancillary Residential Uses

Within residential areas, ancillary uses such as home occupations and short-term rental accommodations are permitted. The following sections provide context and recommendations on these ancillary residential uses.

#### 3.2.6.1 Home Occupations

Home Occupations are defined in the Official Plan as “an occupation or profession that is conducted by an individual residing in the same premises and where the business or profession is conducted wholly within the dwelling but is accessory to the principal residential use” in the City’s Official Plan. The Official Plan specifies that “home occupations shall not create, or have the potential to create, a hazard, nuisance or adverse impact with respect to excessive noise or vibration, vehicular traffic, emissions, objectionable odours, gases, fumes, dust or glare, and the occupation shall not be considered offensive or incompatible within a residential area”. Certain uses may not be appropriate or compatible as home occupations, for example, the Official Plan restricts veterinary services from operating as a “home occupation.” A Phase 1 Background Research Technical Paper was prepared by Meridian Planning Consultants providing recommendations for how to address home occupation uses in the Comprehensive Zoning By-law which will be taken into consideration in the drafting of the CZBL.

*RECOMMENDATION:*

12. It is recommended that the Comprehensive Zoning By-law establish appropriate regulations for home occupations, consistent with Official Plan policies and in consideration of factors such as:
  - a. Establishing an appropriate definition for “home occupation” which conforms with the Official Plan;
  - b. Providing clarity around home occupations being accessory to the primary residential use of the property and that the owner of the home occupation must reside in the dwelling containing the home occupation;
  - c. Describing what areas within a dwelling unit are permitted and counted in the total square footage maximum for home occupations. The definition of gross floor area shall be clear on what components are included when calculating the area;
  - d. Prohibiting outdoor storage and external display of goods or services associated with home occupations; and,
  - e. Establishing appropriate regulations around the sale of goods and parking.

#### 3.2.6.2 Short-Term Rental Accommodations (STRAs)

There is an increasing trend of the emergence of Short-Term Rental Accommodation (STRA) uses across Canada with the rise of platforms such as Airbnb and Vrbo. Short-term accommodations are described as rental accommodation provided for a brief period (e.g. less than one month) in existing residential homes.

The City’s parent zoning by-laws do not include regulations for STRAs. The Official Plan also does not include policies on STRAs as they are considered a residential use that may be

permitted anywhere where residential uses are permitted. A Phase 1 Background Research Technical Paper was prepared by Gladki Planning Associates on STRAs and it provides recommendations for how to address these uses in the Comprehensive Zoning By-law, including permitting STRAs in all residential zones, requiring the property to be the principal place of residence for the operator, and clarifying length of stay as part of the definition of the use.

**RECOMMENDATION:**

13. It is recommended that Short-Term Rental Accommodations be permitted in all zones that permit residential in the full range of housing types including single-detached, semi-detached, townhouses, apartments and accessory units based on the technical analysis that was completed by Gladki Planning Associates.
14. It is recommended that a definition, and regulations for STRAs be introduced into the Comprehensive Zoning By-law. For example, requiring the dwelling unit in which the Short-Term Rental Accommodation is located to be the principal residence of the short-term accommodation operator. It is also recommended that the definition clarifies the length of stay permitted to separate Short-Term Rental Accommodations from other residential uses that are subject to the Residential Tenancies Act.

### **3.3 Non-Residential Zones and Uses within Neighbourhoods**

Traditionally, Neighbourhood Areas in Richmond Hill, as with other similar communities in the GTA, have been dominated by lower density residential uses. This comes because of a several decade preference for planning to separate different land uses. This led to auto-dependency and having to travel, sometimes far distances between home, employment, shopping, and activities. Based on provincial policy direction, OPA 18.4 brought in policies to integrate a greater mix of uses within neighbourhoods to allow for more complete communities.

Richmond Hill's economy contains many small and medium-sized businesses which play a significant role in supporting the City's economic vitality. The Official Plan provides policies promoting the location and retention of small-scale commercial, retail and community uses within neighbourhoods. The policies also support the establishment of home occupations and live-work units within neighbourhoods to support a work from neighbourhood approach. Providing opportunities for employment within neighbourhoods helps to create communities where residents can access amenities and services within a 15-minute walking distance of their home and support a walkable community where social and economic interactions are possible, while providing for residential communities in which to live.<sup>6</sup>

The Official Plan indicates that neighbourhood commercial sites consisting of small-scale retail, commercial, office, live-work units and community uses shall be permitted in the Neighbourhood

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<sup>6</sup> Richmond Hill Official Plan January 2023 Consolidation, Section 3.3.3.

designation, in accordance with the policies of the plan, as well as community uses, and automotive service commercial uses. Urban agriculture uses are also encouraged.

**RECOMMENDATION:**

15. It is recommended that through the Comprehensive Zoning By-law update, a detailed review of existing non-residential zones in the Neighbourhood designation will be undertaken to identify and address areas of non-compliance with the Official Plan, as appropriate, and to identify opportunities to modernize and consolidate zones consistent with Official Plan policies.
16. It is recommended that the Comprehensive Zoning By-law introduce zones within Neighbourhood areas which permit small-scale commercial, retail, community uses, and urban agriculture consistent with Official Plan policies. Consideration should be given to establishing a maximum number of square metres for 'small scale' development, and specifying the range of commercial uses in neighbourhood mixed use zones which would primarily serve the immediate surrounding neighbourhoods.

### 3.3.1 Neighbourhood Commercial Uses

Section 4.9.3.1 of the Official Plan recognizes neighbourhood commercial sites as an essential element of the City's neighbourhoods for their role in providing a range of local neighbourhood commercial uses and convenience services that are intended to serve residents within the surrounding neighbourhood day-to-day needs and activities within the surrounding neighbourhood. Where neighbourhood commercial uses are well located, they are less auto dependent and more accessible by active transportation.

The following neighbourhood commercial uses may be permitted within the Neighbourhoods designation where the site fronts an arterial street: small-scale *retail, Commercial, Office*, community uses (explained further in Section 3.2.3 of this report); and *Live-work units* (explained further in Section 3.1.5 of this report). Additionally, policy 4.9.1.3(4) encourages the development of Neighbourhood Commercial sites to include residential uses in a mixed-use format, if the gross floor area of non-residential uses is maintained or increased and where the development fronts onto an arterial road, that residential uses be encouraged to be located above the ground floor.

For new neighbourhood commercial sites, the Official Plan limits these sites to no more than one supermarket or anchor tenant and specifies that no department stores are permitted. Further, there is no outdoor storage of materials or goods permitted and adequate on-site parking, access and circulation must be provided.

**RECOMMENDATION:**

17. It is recommended that the Comprehensive Zoning By-law establish a Neighbourhood Commercial zone category which identifies appropriate combinations of Neighbourhood Commercial uses, as well as zones which may permit only a stand-alone neighbourhood commercial use, considering factors such as site context and compatibility.

### **3.3.2 Automotive Service Commercial Uses**

Automotive Service Commercial (i.e. gas stations) are defined in the Official Plan as “A building or structure or parts thereof, including lands appurtenant thereto, used for the sale of petroleum products and automobile accessories, motor vehicle washing establishments or for the performance of minor running repairs essential to the actual operation of motor vehicles, but excluding a motor vehicle sales establishment, an auto body repair shop, a public garage or standalone motor vehicle washing establishments.” In addition to being permitted in Neighbourhoods, they are also permitted elsewhere throughout the city.

The Official Plan provides design criteria for *automotive service commercial* including<sup>7</sup>: Limiting their location to the intersection of two arterial streets or the intersection of an arterial street and a collector street, allowing for no more than two such facilities at any intersection; and encouraging these uses to integrate with other commercial or retail developments.

A review of existing automotive service commercial uses will be undertaken as part of the CZBL to assist in determining appropriate regulations for these uses. In accordance with the recommendations of the technical paper prepared by Gladki Planning Associates, the CZBL should ensure that zoning by-law regulations require sufficient setbacks between all parking and loading facilities to ensure compatibility between automotive commercial, residential, and other sensitive issues.

Lot frontage and minimum lot area requirements can provide sufficient areas for onsite operations. These regulations can also serve to limit the location of vehicle repair, body shop and storage uses which are not compatible in most intensification or mixed-use areas.

Significant rear and side yard setbacks to residential uses help to maintain an appropriate relationship between Automotive Commercial Uses and residential uses. Minimum landscape requirements and buffers also may help to achieve the City’s urban design guidelines regarding site circulation, pedestrian pathways, and the design of parking areas.

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<sup>7</sup> Richmond Hill Official Plan Consolidation January 2023, 3.4.1(45).

**RECOMMENDATION:**

18. It is recommended that an Automotive Service Commercial Zone be created in the Comprehensive Zoning By-law and that a series of new definitions be added relating to automotive service commercial uses to reflect the Official Plan definition. Additionally, it is recommended that only existing automotive service commercial uses be recognized in the Comprehensive Zoning By-law. Any new uses of this type would require approval of a zoning by-law amendment application to be permitted.
19. It is recommended that appropriate regulations be introduced into the Comprehensive Zoning By-law to ensure compatibility between existing automotive commercial, residential, and other sensitive land uses, for example:
  - a. Setbacks between parking and loading facilities;
  - b. Minimum lot frontage and area requirements to ensure adequate space for operations;
  - c. Significant rear and side yard setbacks to residential uses; and,
  - d. Minimum landscape requirements and buffers.

### 3.3.3 Community Uses

Community Uses include public, private and not-for-profit institutions, facilities, and services that support a complete community and the needs of the City<sup>8</sup>. The Official Plan allows for community uses in Neighbourhoods, subject to locational criteria which links specific uses to specific road classifications (arterial, collector, local road). In accordance with Official Plan Policies 4.1.1(3), permitted community uses on sites in Neighbourhoods include:

- Fronting onto a street:
  - *Private-home daycare facilities.*
- Fronting onto an arterial street:
  - Public elementary schools, in accordance with Policy 4.1.1.5 of this Plan, and Public secondary schools, in accordance with 4.1.1.6 of this Plan, which shall be encouraged to locate adjacent to a park or the Greenway System;
  - Private secondary and elementary schools, in accordance with policy 4.1.1.4 of this Plan, which shall be encouraged to locate adjacent to a park or the Greenway System;
  - Places of worship in accordance with policy 4.1.1.7 of this Plan;
  - Government facilities limited to government offices, public community facilities such as libraries, community centres, recreation centres, and fire and emergency services;
  - Arts and cultural facilities;
  - *Day Nurseries;*
  - *Private-home day care facilities;* and
  - *Long-term care facilities.*
- Fronting onto a collector street:

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<sup>8</sup> Richmond Hill Official Plan Consolidation January 2023, Section 3.1.7

- Public elementary schools, in accordance with policy 4.1.1.5 of this Plan, which shall be encouraged to locate adjacent to a park or the Greenway System;
- Government facilities limited to public community facilities such as libraries, community centres, and recreation centres; and
- *Day Nurseries* integrated with or adjacent to another community use or adjacent to a park or the Greenway System.

In Phase 1 of the Zoning By-Law Update Gladki Planning Associates prepared a Technical Paper on Community Uses. Several of the recommendations from that paper are proposed to be implemented in the CZBL, including:

- Defining community uses in accordance with the Official Plan to distinguish between commercial uses and public and non-profit uses;
- Providing flexibility in definitions, allowing for community uses as ancillary to other uses in appropriate locations;
- Investigating pre-zoning for certain types of community uses where there is a shorter planning time horizon; and,
- Looking into regulating the size and scale of community uses to be compatible with the character of different areas within the City.

It is recommended that existing community uses be reviewed and that appropriate regulations be established for those sites. Bringing any non-conforming uses into conformity is recommended as this may allow public and non-profit community uses to avoid a zoning by-law amendment process for future expansions. Use specific community zones will be established that will include one or more combinations of complimentary community uses (e.g. place of worship and daycare uses).

It is noted that the City will be undertaking a further review of the policies for community uses within the Official Plan. The CZBL will monitor the update and reflect any policies that are in place (adopted by Council and in full force and effect) at the time the CZBL comes forward for approval. Currently, some of the policies pertaining to community uses are also under appeal at the Ontario Land Tribunal.

Upon completion of the review and adoption of updated Official Plan policies (if necessary), the CZBL may also consider pre-zoning certain community uses (e.g. community centres and libraries) in appropriate locations throughout the City in accordance with Official Plan policies. Pre-zoning to permit community uses in underserved areas/desirable locations may also support the development of those uses over time.

**RECOMMENDATION:**

20. It is recommended that the Comprehensive Zoning By-law establish a Community Uses zone category which identifies appropriate combinations of community uses (e.g. place of worship, daycare, etc.), as well as zones which permit only a stand-alone community use (if necessary), considering factors such as site context and compatibility.
21. It is recommended that definitions be included in the Comprehensive Zoning By-law to reflect the range of permitted Community Uses set out in the Official Plan, and that the Comprehensive Zoning By-law recognize existing community uses and City facilities.
22. It is recommended that the Comprehensive Zoning By-law establish regulations with respect to size for Community Uses in Neighbourhoods to ensure they are appropriate in scale to residential areas.

### **3.3.4 Parks and Urban Open Spaces**

Within Neighbourhoods, there are supporting parks and urban open spaces. The types of parks and urban open spaces found in Neighbourhood Areas include Neighbourhood Parks, Community Parks, and Linear Parks. It is noted that the Comprehensive Zoning By-law will address the Greenway System later following the Official Plan Review and update of policies for those areas. This phase of the Comprehensive Zoning By-law will only address parks and open spaces which do not form part of the city's Greenway System.

These are explained further below in accordance with Section 3.4.4. of the Official Plan which is currently under appeal.

#### **Community Parks**

Provide passive and active recreational opportunities, which draw users from across the City and beyond. Community Parks shall provide the following: a. Major indoor and outdoor recreation facilities, including community facilities, playgrounds, and parking facilities; b. Visual interest and identity for the City; and c. Opportunities for nature appreciation, where possible.

#### **Neighbourhood Parks**

Neighbourhood Parks provide a range of neighbourhood-oriented passive and active recreational opportunities, which draw users from areas within walking distance of the park. Neighbourhood Parks shall: a. Provide a range of neighbourhood-oriented passive and active recreational opportunities; b. Provide opportunities for nature appreciation, where possible; and c. Be comprehensively planned as part of the Secondary Plan process to contribute to an interconnected urban open space system;

#### **Linear Parks**

Linear Parks function as linkages or connections between parks and other destinations within the City, providing walkways, paths, and trails for passive recreation. Linear Parks shall be

comprehensively planned as part of the Secondary Planning process to establish an interconnected urban open space system.

**RECOMMENDATION:**

23. It is recommended that existing parks within the Neighbourhood designation be reviewed in detail and zoned to reflect existing park and open space uses which do not form part of the City's Greenway System.

### **3.4 Establishment of Urban Design & Built Form Zone Standards and Regulations for Neighbourhoods**

Section 3.4.1 of the Official Plan promotes compact, pedestrian-oriented, human-scaled development in both the public and private realm. The City's design policies provide direction on such matters as site plan design, built form, massing, architectural quality, building articulation, exterior building design elements, streetscapes, and the public realm. The Plan encourages innovative and creative design solutions that contribute to the quality and character of Richmond Hill and that ensure physical compatibility with the scale of surrounding areas. (policy 3.4.1(1)).

In terms of new development interfacing with and enhancing the public realm, the Official Plan states in the introduction to Section 3.4.1 of the Plan that all buildings have an important civic responsibility to strengthen life between buildings and the spaces they create. The design of adjacent buildings and their edges must be carefully considered in contributing to a safe, accessible, attractive, and comfortable pedestrian environment. As such, retail, commercial, live-work and even certain residential uses will need to engage the public realm in ways that provide definition, visual interest, and animation to achieve an attractive presentation towards streets and open spaces.

The Official Plan contains several detailed urban design and built form requirements that pertain to development within the Neighbourhoods – including that:

- the predominant use of land within the Neighbourhood designation shall be for low-rise residential uses (policy 4.9.1.1 and Schedule A2 (Land Use));
- development shall be compatible with the character of the adjacent and surrounding area in accordance with OP policy 4.9.2.4 (policy 4.9.1.3); and,
- development within the Neighbourhood designation shall have a maximum building height of three storeys, except on an arterial street where the maximum building height shall be four storeys (policy 4.9.1.4).

#### **3.4.1 Priority Infill Areas**

- In Priority Infill areas which have established patterns of residential infill development (shown on Appendix 9 (Priority Infill Areas) are for low-density or medium density residential development (policy 4.9.1.1.1); and,

- Development of medium density residential uses in priority infill areas (that are not subject to an applicable Council approved study are subject to the policies in Section 4.9.1(Land Use) and 4.9.1.2 (Medium Density Residential) (policy 4.9.1.1.4).

### **3.4.2 Medium Density Residential**

- Development of medium density residential uses may be permitted on lands that have frontage on:
  - an arterial street;
  - a collector street, where the site is within walking distance to a public transit stop (OP Section 5.2);
  - a local street, (when the site is in proximity to an existing medium density residential development or high-density residential development (OP Section 5.2); or,
  - a street, where the where the site is adjacent to an area designated Centre or Corridor (OP Section 5.2) (policy 4.9.1.2.2).
- Medium density residential development shall have a maximum site density of 50 units per hectare (20 units per acre), (not including ARUs) (policy 4.9.1.2.3).

### **3.4.3 Design**

- Development will respect the character and distinguishing features of neighbourhoods and shall be context-sensitive and compatible with adjacent and surrounding areas with respect to the following:
  - patterns of streets, blocks, and lanes;
  - parks and public building sites;
  - size and configuration of lots;
  - massing, including consideration of height, scale, density, and dwelling type(s) of nearby residential properties;
  - location, design, and elevations relative to the grade of driveways and garages;
  - setbacks of buildings from the street or streets;
  - patterns of front, rear and side yard setbacks and landscaped open space areas;
  - preservation of mature trees and of landscape or greenspace features that contribute to the physical character of the neighbourhood; and
  - conservation of heritage buildings, structures, and landscapes. (policy 4.9.2.4)

### **3.4.4 Low-Rise Medium Density Building Typology Study**

Guidance for development and built form in Neighbourhoods is also provided in the draft Low-Rise Medium Density Building Typology Study (the Typology Study), which was completed by DTAH and Gladki and Associates. The City commissioned the Typology Study to inform the ongoing Official Plan and zoning by-law review processes, towards advancing the built form and urban design policy objectives. The introduction to the Typology Study states while most new development in the City will be in the form of Infill development in the Centres and Corridors, there are also opportunities for more modest "gentle intensification" within the Neighbourhoods.

Gentle intensification may include forms such as duplexes, townhouses, walk-up apartments and ARUs.

The Typology Study suggests that, while there are some genuine concerns with gentle intensification when it is poorly designed (for example, loss of tree canopy, reduction of privacy, shadowing, and degradation of neighbourhood character) when it is well-designed it can also enrich and improve Neighbourhoods and the City as a whole. The Typology Study concludes that Zoning is a powerful tool that Richmond Hill can use to better direct and shape the nature of low-rise medium density development to ensure that Neighbourhoods accommodate these forms successfully in the future.

As part of the study, the team explored a series of demonstration projects, each of which was informed by a set of design principles or parameters that could in turn inform new standards in the Comprehensive Zoning By-law. The design principles/parameters considered for the study included:

- Impact of consolidation
- Presenting a good face
- Minimizing curb cuts
- Landscape integration
- Pedestrian permeability
- Alignment of setbacks
- Transition and stepping
- Building stepbacks
- Best approach to parking
- Garbage and loading provisions

In the Implementation Chapter of the Typology Study, a series of desired outcomes and solutions are identified, as well as methods for achieving those solutions through the Zoning By-law update. Desired Outcomes include:

- Greater clarity around permissions for medium density in Neighbourhoods, reducing ambiguity.
- Desire to continue to allow incremental intensification of Neighbourhood edges, where possible.
- Determining the appropriate level of building for small sites.
- Achieving harmony with the surrounding low-rise context.
- Achieving greater cooperation between landowners to increase options for development.
- High quality, appropriately sized outdoor amenity space.
- Achieving ground floor animation, and appropriate address to streets.
- A high-quality public realm (especially on arterial and collector streets).
- Achieving the right quantity of parking and avoiding excessively sized parking areas.
- Ensuring that parking is appropriately located and designed.
- High level of pedestrian permeability (for large sites).

The approach to creating built form related regulations (e.g. minimum lot frontage, minimum lot area, setbacks, coverage, landscaping, maximum footprint, and the array of permitted residential building types) for the neighbourhoods will be developed to establish an overall building envelope for each of the residential zones. The building envelopes should be large enough to accommodate more units, while also being sited and massed to fit in with, and minimize conflicts among, nearby dwelling that reflect the “character” of a neighbourhood as seen from the public realm.

For ease and clarity of use, zone standards and regulations are proposed to be included in charts within the CZBL, with one chart outlining permitted uses and conditions, and a separate chart outlining lot requirements (e.g. lot area; lot frontage; principal building requirements including reference to height overlay, building depth, setbacks, step backs, etc.).

Additional matters which will be addressed outside of the chart in other sections of the by-law include matters such as how height is defined, provisions for decks, permitted encroachments and permitted projections.

*RECOMMENDATION:*

24. It is recommended that the CZBL consider, and implement where appropriate, the following general built form regulatory elements, which are consistent with Built Form and Neighbourhoods policies of the Official Plan, including:
- a. Creating regulations for built-form elements, including building height, setbacks, stepbacks, elevation of the first living level above grade, that will define building envelopes large enough to accommodate additional units and promote gentle intensification, while also ensuring that new buildings fit in with, and minimize negative impacts on, the surrounding neighbourhood context;
  - b. Organizing zone “standards” in a chart format, which will deal with such regulations as minimum lot frontage, minimum lot area, setbacks, coverage, landscaping, maximum footprint, and the array of permitted residential building types. Further, it is recommended that definitions for residential buildings be standardized;
  - c. Including building height as an overlay. Additional regulations may be included to identify how height should be measured (e.g. metres, storeys), and based on roof type;
  - d. Applying lot coverage rather than floor space index in the Neighbourhoods for zones with ground-related dwellings, as density will be regulated through the combination of other regulations (e.g. building envelopes, heights) to reduce the instance of minor variance applications for these cases. (FSI may be recommended to be included in the chart for medium density mid-rise zones, and that lot coverage regulations be calibrated to reflect local circumstances);
  - e. Establishing minimum and maximum ground floor building heights and interfaces with the public realm, (including pedestrian and vehicular access points) to ensure that the “first living level” of low-rise buildings is ground related and reinforces the adjacent public realm;
  - f. Establishing minimum building separation dimensions and setbacks to ensure compatible transition between and among different building types;
  - g. Avoiding inappropriately long horizontal building form, as prescribed in the Official Plan, and establishing regulations for maximum building length along

lot frontages, and requirements for vertical articulation along street-facing mid-rise building facades;

- h. Controlling the percentage of transparent or semi-transparent glazing on ground floor facades to ensure an active and safe public realm;
- i. Restricting projecting balconies along the primary street frontages for residential buildings in mixed-use areas; and,
- j. Establishing minimum landscaping requirements, which set maximum percentage of lot areas for hard landscaping and minimum areas for soft landscaping to ensure there is adequate soft landscaping on sites to provide stormwater management and climate change benefits, as well as aesthetic and contextual fit benefits. The Comprehensive Zoning By-law will consider incorporating landscaping regulations that require adequate area and soil depth for tree planting and growth.

25. It is recommended that the CZBL consider, and implement where appropriate, the following general built form regulatory elements, which are consistent with and expand on the findings and recommendations of the Low-Rise Medium Density Building Typology Study, including:

- a. Designating zones by level of density to achieve greater clarity around permissions for medium density in Neighbourhoods. Where harmony with surrounding low-rise residential is critical, building typology may also be considered;
- b. Creating standards that make maximum height and density permissions independent so that one maximum may be achieved without achieving the other;
- c. Specifying minimum lot or site size for specific permissions and encouraging the consolidation of lands to achieve the appropriate level of building for small sites. Smaller lots could be zoned for the most suited building typology permitted within the medium density typology range to achieve more controls and prevent overbuilding;
- d. Specifying the location of primary entrances, minimum first floor heights, and location of parking and the size of garage door openings to achieve ground floor animation and appropriate address to streets, and to reinforce the public realm;
- e. Establishing front setbacks and/or build-to lines that are consistent with the surrounding context to achieve a compatible, high-quality public realm;
- f. Establishing requirements for parking locations, size of openings, screening, and access to ensure that parking is appropriately located and designed;
- g. Providing standards regarding minimum size and location of outdoor amenity spaces on site to achieve high quality, appropriately sized outdoor amenity spaces, for multifamily medium density buildings;
- h. Establishing more detailed regulations linked to mid-block connections or private streets within large sites to achieve a high level of pedestrian permeability; and,
- i. Creating adequate soft landscape areas to help retain mature trees, including root space for trees on neighbouring properties where the trees are close to the property line and to achieve an extensive and resilient tree canopy.

### 3.4.5 Parking and Driveways

To ensure that parking is appropriately located and designed, the Comprehensive Zoning By-law will establish requirements for parking locations, screening, and access in the Neighbourhoods Area, in consideration of the City's draft Parking and Transportation Demand Management Strategy, best practices from other municipalities, and the Parking and Landscape Requirements technical paper prepared in the earlier phase of the CZBL project. Parking has been a significant feature of Neighbourhood Areas for many years; however, prioritization of parking may come at the expense of provincial direction for more compact, transit-supportive, and walkable communities and less auto-oriented development.

Further with intensification of properties through permissions for additional residential units, an increase in home-based businesses, and commercial intensification, the CZBL will need to ensure parking is balanced with other goals. The CZBL will address regulations for driveway widths and parking locations. Additionally, sunken garages (below grade) are no longer permitted due to several reasons such as flooding, impact to public trees, and difficulty navigating in winter months. Recommendations are provided below about driveway widths based on the Residential Parking and Landscape Requirements Phase 1 Technical Paper prepared by Meridian Planning Consultants.

General strategic directions related to parking and loading rates are contained in Strategic Directions Report #4. The following sections address additional directions related to parking management in each of the Centres and Corridors which are the subject of this Report.

#### *RECOMMENDATION:*

26. It is recommended that regulations pertaining to location of parking including driveways and driveway width be included in the Comprehensive Zoning By-law in particular:
- a. Including a definition for driveway;
  - b. Applying a fixed maximum driveway width;
  - c. Establishing a maximum driveway width as a percentage of lot width;
  - d. Establishing a maximum driveway width as a percentage of unit width or building façade;
  - e. Applying a hybrid approach to regulating maximum driveway width that includes both:
    - i. A percentage of the lot width and a fixed maximum driveway width regulation; and,
    - ii. Establishing regulations that apply to several types of driveways, such as circular driveways or hammerhead driveways.

#### 3.4.5.1 Commercial Motor Vehicles in Residential Areas

In 2010, the City adopted Zoning By-law 100-10 that included provisions to address the parking and storage of several vehicles and machinery on lots that are within a residential zone.

Included in this Zoning By-law were provisions that apply to the parking of a commercial motor vehicle on a residential lot.

Under Zoning By-law 100-10, commercial motor vehicles are not permitted to park on a driveway and are only permitted to park within an enclosed building, such as a garage. Some flexibility is provided for temporary periods of time to accommodate works being completed on the main building. Meridian Planning Consultants conducted a municipal scan and provided recommendations which will be considered through the CZBL. Recommendations are provided below about commercial motor vehicles in residential areas Phase 1 Technical Paper prepared by Meridian Planning Consultants.

**RECOMMENDATION:**

27. It is recommended that parking regulations which apply to commercial motor vehicles be included in the Comprehensive Zoning By-law by:
- a. Including a definition of commercial motor vehicle;
  - b. Continuing to restrict the area where parking is permitted, including regulations for the parking of all recreational motor vehicles (e.g. trailers, motor homes, boats);
  - c. Considering seasonal parking limitations
  - d. Including provisions prohibiting front yard storage in residential areas;
  - e. Including provisions that limit vehicle length and height; and,
  - f. Establishing appropriate setbacks.

### **3.4.6 Accessory Buildings and Structures**

Zoning by-laws regulate buildings and structures on properties. The Official Plan does not provide guidance around accessory structures, apart from defining the term “accessory” as: a use of land or structure that is normally incidental or subordinate to and exclusively devoted to the principal use, building, or structure located on the same lot.

Under Zoning By-law 100-10, detached accessory structures were defined, required a maximum lot coverage of 5% for detached accessory structures and standardized the maximum building height requirements in the residential zones. A Phase 1 Background Research Technical Paper was prepared by Meridian Planning Associates on Residential Accessory Structures, and it provides recommendations for how to address these uses in the Comprehensive Zoning By-law which are being carried forward.

As part of the CZBL development, a review will be undertaken of accessory buildings and structures, including use of shipping containers, to ensure appropriate definitions and regulations are established about matters such as location of accessory buildings and structures and determination of an appropriate maximum lot coverage and maximum height for these types of uses. Recommendations are provided below about accessory buildings and structures in residential areas Phase 1 Technical Paper prepared by Meridian Planning Consultants.

**RECOMMENDATION:**

28. It is recommended that appropriate definitions and regulations for accessory buildings and structures be incorporated in the Comprehensive Zoning By-law and that refinements be made, where appropriate, to align with the City's Additional Residential Units regulations. The following matters are proposed to be considered:
- a. Identifying where a detached accessory structure can locate, such as in the rear and side yards or the rear yard only;
  - b. Continuing to apply a maximum lot coverage percentage for detached accessory structures;
  - c. Establishing height maximums for detached accessory structures;
  - d. Introducing new regulations such as establishing a maximum number of detached accessory buildings that are permitted on a lot in a residential zone or in conjunction with a maximum lot coverage;
  - e. Including a list of structures that are not permitted, which could include temporary structures for the parking of vehicles, as an example; and,
  - f. Including standalone regulations that apply to play equipment/structures on a residential lot.

### **3.4.7 Character Regulations**

Official Plan Policy 4.9.1 requires development shall be compatible with the character of the adjacent and surrounding area in accordance with policy 4.9.2.4 of the Plan.

OP 4.9.2.4 requires that development respect the character and distinguishing features of neighbourhoods and be context-sensitive and compatible with adjacent and surrounding areas with respect to the following matters:

- Patterns of streets, blocks and lanes;
- Parks and public building sites;
- Size and configuration of lots;
- Massing, including consideration of height, scale, density, and dwelling type(s) of nearby residential properties
- Location, design, and elevations relative to the grade of driveways and garages;
- Setbacks of building from the streets or streets;
- Patterns of front, rear and side yard setbacks and landscaped open space areas;
- Preservation of mature trees and of landscape or green space features that contribute to the physical character of the neighbourhood; and
- Conservation of heritage buildings, structures, and landscapes.

Certain neighbourhoods with unusual or particular characteristics, such as heritage districts, may require additional regulations to address those characteristics. Within Neighbourhood

Areas, the City's Official Plan identifies areas such as the Mill Pond area, David Dunlap Observatory, and the Hamlet of Gormley as special places<sup>9</sup>.

*RECOMMENDATION:*

29. It is recommended that the Comprehensive Zoning By-law include regulations aimed at ensuring that new development will fit in, and be compatible, with the character and patterns of the buildings in the adjacent and surrounding area (in accordance with OP 4.9.1(3) and 4.9.2.4) and particularly in the City's identified special places. Regulations should be considered in respect to neighbourhood patterns including:
- a. Establishing size and configuration of lots (with some areas permitting severances and smaller lots);
  - b. Establishing maximum limits on height, scale, and density;
  - c. Applying limits on the location and height of the first living level - relative to the grade of driveways and garages;
  - d. Requiring compatible setbacks from the front (and street-related side) property lines;
  - e. Requiring setbacks from side and rear property lines;
  - f. Establishing minimum areas for front and rear yard landscaped open space areas that are reflective of neighbourhood character; and
  - g. Establishing definitions and metrics for "mature trees" and "contributing green space features" and creating regulations that will assist with their preservation.

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<sup>9</sup> Richmond Hill Official Plan Consolidation January 2023, Section 1.2

## 4 Summary of the Recommendations

This report has provided a background and discussion on a variety of topics that deal with areas which are designated as Neighbourhoods within the City of Richmond Hill.

The following are the strategic direction recommendations on these matters.

1. It is recommended that the Comprehensive Zoning By-law implement the range of permitted uses for Neighbourhoods as appropriate and implement the existing Council approved infill plans.
2. It is recommended that the Comprehensive Zoning By-law examine lands along arterial streets within the Neighbourhood designation to identify appropriate locations to provide as-of-right permissions for a variety of low-rise medium density housing built forms (e.g. townhouses, walk-up apartments), in accordance with the permissions of the Official Plan.
3. It is recommended that the Comprehensive Zoning By-law reduce the number of residential zones to a more modest array of fewer zones that are based on existing and planned lot frontage and lot area ranges.
4. It is recommended the residential zone structure and associated development regulations in the Comprehensive Zoning By-law align as closely as possible with existing circumstances, and approvals to limit the creation of legal non-conforming and non-complying properties. However, there is an understanding that the Comprehensive Zoning By-law may lead to the creation of some lawfully existing non-conforming and non-complying properties.
5. It is recommended that the residential zone structure and associated development regulations in the Comprehensive Zoning By-law align as closely as possible with the character of existing established neighbourhoods to reduce the overall number of zones and need for minor variance applications. Essential regulations should address characteristics such as lot frontage, lot size, building height, etc.
6. It is recommended that the current approach of dividing residential zones by building type be replaced with a more general allowance for low density, low-rise building types to be permitted in most neighbourhood residential zones, to the extent permitted by the Official Plan. Building types that involve the division of land (such as semi-detached houses and street townhouses) would be examined differently outside of infill areas, since they may have the potential to change the character and established lot pattern of a neighbourhood.
7. It is recommended that the Comprehensive Zoning By-law provide a variety of zones permitting low and medium density residential with a range and mix of lot sizes, dwelling types, and dwelling sizes to support housing affordability and the differing needs of residents in accordance with the Official Plan.
8. It is recommended that the Comprehensive Zoning By-law include minimum indoor and/or outdoor amenity space requirements per unit in zones permitting low-rise medium density residential, and that a minimum threshold for the requirement per unit be provided (e.g. buildings with 10 units or more must provide minimum amount of amenity space per unit).

9. It is recommended that the Comprehensive Zoning By-law update regulations pertaining to Additional Residential Units for areas where three units continue to be permitted (pending City's Housing Accelerator Fund 4 Units Action Plan) to align with provincial legislation.
10. It is recommended that regulations for Additional Residential Units be included under specific use regulations in the Comprehensive Zoning By-law.
11. It is recommended that regulations be included in the Comprehensive Zoning By-law for *live-work units* in accordance with Official Plan policies, and considering the following matters:
  - a. Restricting non-residential uses to the ground floor;
  - b. Requiring appropriate minimum ceiling height requirements for the first storey;
  - c. Requiring an at-grade entrance facing a public street as the principal entrance to the non-residential use;
  - d. Appropriate parking provisions, factoring in both residential and non-residential uses; and
  - e. Limiting outdoor sales and display of goods to the area immediately in front of the live work-unit.
12. It is recommended that the Comprehensive Zoning By-law establish appropriate regulations for home occupations, consistent with Official Plan policies and in consideration of factors such as:
  - a. Establishing an appropriate definition for "home occupation" which conforms with the Official Plan;
  - b. Providing clarity around home occupations being accessory to the primary residential use of the property and that the owner of the home occupation must reside in the dwelling containing the home occupation;
  - c. Describing what areas within a *dwelling unit* are permitted and counted in the total square footage maximum for home occupations. The definition of gross floor area shall be clear on what components are included when calculating the area;
  - d. Prohibiting outdoor storage and external display of goods or services associated with home occupations; and,
  - e. Establishing appropriate regulations around the sale of goods and parking.
13. It is recommended that Short Term Rental Accommodations be permitted in all zones that permit residential in the full range of housing types including single-detached, semi-detached, townhouses, apartments and *accessory dwelling units* based on the technical analysis that was completed by Gladki Planning Associates.
14. It is recommended that a definition and regulations be introduced for Short-Term Rental Accommodations into the Comprehensive Zoning By-law. For example, requiring the *dwelling unit* in which the Short Term Rental Accommodation is located to be the principal residence of the short-term accommodation operator. It is also recommended that the definition clarifies the length of stay permitted to separate Short Term Rental Accommodations from other residential uses that are subject to the Residential Tenancies Act.
15. It is recommended that through the Comprehensive Zoning By-law update, a detailed review of existing non-residential zones in the Neighbourhood designation will be

undertaken to identify and address areas of non-compliance with the Official Plan, as appropriate, and to identify opportunities to modernize and consolidate zones consistent with Official Plan policies.

16. It is recommended that the Comprehensive Zoning By-law introduce zones within Neighbourhood areas which permit small-scale commercial, retail, community uses and urban agriculture, consistent with Official Plan policies. Consideration should be given to establishing a maximum number of square metres for 'small scale' development, and specifying the range of permitted commercial uses in neighbourhood mixed use zones which would primarily serve the immediate surrounding neighbourhoods.
17. It is recommended that the Comprehensive Zoning By-law establish a Neighbourhood Commercial zone category which identifies appropriate combinations of Neighbourhood Commercial uses, as well as zones which may permit only a stand-alone neighbourhood commercial use, considering factors such as site context and compatibility.
18. It is recommended that an Automotive Service Commercial Zone be created in the Comprehensive Zoning By-law and that a series of new definitions be added relating to automotive service commercial uses to reflect the Official Plan definition. Additionally, it is recommended that only existing automotive service commercial uses be recognized in the Comprehensive Zoning By-law. Any new uses of this type would require approval of a zoning by-law amendment to be permitted.
19. It is recommended that appropriate regulations be introduced into the Comprehensive Zoning By-law to ensure compatibility between existing automotive commercial, residential, and other sensitive land uses, for example:
  - a. Setbacks between parking and loading facilities;
  - b. Minimum lot frontage and area requirements to ensure adequate space for operations;
  - c. Significant rear and side yard setbacks to residential uses; and,
  - d. Minimum landscape requirements and buffers.
20. It is recommended that the Comprehensive Zoning By-law establish a Community Uses zone category which identifies appropriate combinations of community uses (e.g. place of worship, daycare, etc.), as well as zones which permit only a stand-alone community use (if necessary), considering factors such as site context and compatibility.
21. It is recommended that definitions be included in the Comprehensive Zoning By-law to reflect the range of permitted Community Uses set out in the Official Plan, and that the Comprehensive Zoning By-law recognize existing community uses and City facilities.
22. It is recommended that the Comprehensive Zoning By-law establish regulations with respect to size for Community Uses in Neighbourhoods to ensure they are appropriate in scale to residential areas.
23. It is recommended that existing parks within the Neighbourhood designation be reviewed in detail and zoned to reflect existing park and open space uses which do not form part of the City's Greenway System.
24. It is recommended that the Comprehensive Zoning By-law consider, and implement where appropriate, the following general built form regulatory elements, which are consistent with Built Form and Neighbourhoods policies of the Official Plan, including:

- a. Creating regulations for built-form elements, including building height, setbacks, stepbacks, elevation of the first living level above grade, that will define building envelopes large enough to accommodate additional units and promote gentle intensification, while also ensuring that new buildings fit in with, and minimize negative impacts on, the surrounding neighbourhood context;
  - b. Organizing zone “standards” in a chart format, which will deal with such regulations as minimum lot frontage, minimum lot area, setbacks, coverage, landscaping, maximum footprint, and the array of permitted residential building types. Further, it is recommended that definitions for residential buildings be standardized;
  - c. Including building height as an overlay. Additional regulations may be included to identify how height should be measured (e.g. metres, storeys), and based on roof type;
  - d. Applying lot coverage rather than floor space index in the Neighbourhoods for zones with ground-related dwellings, as density will be regulated through the combination of other regulations (e.g. building envelopes, heights) to reduce the instance of minor variance applications for these cases. (FSI may be recommended to be included in the chart for medium density mid-rise zones, and that lot coverage regulations be calibrated to reflect local circumstances);
  - e. Establishing minimum and maximum ground floor building heights and interfaces with the public realm, (including pedestrian and vehicular access points) to ensure that the “first living level” of low-rise buildings is ground related and reinforces the adjacent public realm;
  - f. Establishing minimum building separation dimensions and setbacks to ensure compatible transition between and among different building types;
  - g. Avoiding inappropriately long horizontal building form, as prescribed in the Official Plan, and establishing regulations for maximum building length along lot frontages, and requirements for vertical articulation along street-facing mid-rise building facades;
  - h. Controlling the percentage of transparent or semi-transparent glazing on ground floor facades to ensure an active and safe public realm;
  - i. Restricting projecting balconies along the primary street frontages for residential buildings in mixed use areas; and,
  - j. Establishing minimum landscaping requirements, which set maximum percentage of lot areas for hard landscaping and minimum areas for soft landscaping to ensure there is adequate soft landscaping on sites to provide stormwater management and climate change benefits, as well as aesthetic and contextual fit benefits. The Comprehensive Zoning By-Law will consider incorporating landscaping regulations that require adequate area and soil depth for tree planting and growth.
25. It is recommended that the Comprehensive Zoning By-Law consider, and implement where appropriate, the following general built form regulatory elements, which are consistent with and expand on the findings and recommendations of the Low-Rise Medium Density Building Typology Study, including:

- a. Designating zones by level of density to achieve greater clarity around permissions for medium density in Neighbourhoods. Where harmony with surrounding low-rise residential is critical, building typology may also be considered;
  - b. Creating standards that make maximum height and density permissions independent so that one maximum may be achieved without achieving the other;
  - c. Specifying minimum lot or site size for specific permissions and encouraging the consolidation of lands to achieve the appropriate level of building for small sites. Smaller lots could be zoned for the most suited building typology permitted within the medium density typology range to achieve more controls and prevent overbuilding;
  - d. Specifying the location of primary entrances, minimum first floor heights, and location of parking and the size of garage door openings to achieve ground floor animation and appropriate address to streets, and to reinforce the public realm;
  - e. Establishing front setbacks and/or build-to lines that are consistent with the surrounding context to achieve a compatible, high-quality public realm;
  - f. Establishing requirements for parking locations, size of openings, screening, and access to ensure that parking is appropriately located and designed;
  - g. Providing standards regarding minimum size and location of outdoor amenity spaces on site to achieve high quality, appropriately sized outdoor amenity spaces, for multifamily medium density buildings;
  - h. Establishing more detailed regulations linked to mid-block connections or private streets within large sites to achieve a high level of pedestrian permeability; and,
  - i. Creating adequate soft landscape areas to help retain mature trees, including root space for trees on neighbouring properties where the trees are close to the property line and to achieve an extensive and resilient tree canopy.
26. It is recommended that regulations pertaining to location of parking including driveways and driveway width be included in the Comprehensive Zoning By-law, in particular:
- a. Including a definition for driveway;
  - b. Applying a fixed maximum driveway width;
  - c. Establishing a maximum driveway width as a percentage of lot width;
  - d. Establishing a maximum driveway width as a percentage of unit width or building façade;
  - e. Applying a hybrid approach to regulating maximum driveway width that includes both:
    - i. A percentage of the lot width and a fixed maximum driveway width regulation; and,
    - ii. Establish regulations that apply to several types of driveways, such as circular driveways or hammerhead driveways.
27. It is recommended that parking regulations which apply to commercial motor vehicles be included in the Comprehensive Zoning By-Law by:
- a. Including a definition of commercial motor vehicle;
  - b. Continuing to restrict the area where parking is permitted, and including regulations for the parking of all recreational motor vehicles (e.g. trailers, motor homes, boats);

- c. Considering seasonal parking limitations;
  - d. Including provisions prohibiting front yard storage in residential areas;
  - e. Including provisions that limit vehicle length and height; and,
  - f. Establishing appropriate setbacks.
28. It is recommended that appropriate definitions and regulations for accessory buildings and structures be incorporated in the Comprehensive Zoning By-law and that refinements be made, where appropriate, to align with the City's ARU regulations. The following matters are proposed to be considered:
- a. Identifying where a detached accessory structure can locate, such as in the rear and side yards or the rear yard only;
  - b. Continuing to apply a maximum lot coverage percentage for detached accessory structures;
  - c. Establishing height maximums for detached accessory structures;
  - d. Introducing new regulations such as establishing a maximum number of detached accessory buildings that are permitted on a lot in a residential zone or in conjunction with a maximum lot coverage;
  - e. Including a list of structures that are not permitted, which could include temporary structures for the parking of vehicles, as an example; and,
  - f. Including standalone regulations that apply to play equipment/structures on a residential lot.
29. It is recommended that the Comprehensive Zoning By-Law include regulations aimed at ensuring that new development will fit in, and be compatible, with the character and patterns of the buildings in the adjacent and surrounding area (in accordance with OP 4.9.1(3) and 4.9.2.4) and particularly in the City's identified special places. Regulations should be considered in respect of neighbourhood patterns including:
- a. Establishing size and configuration of lots (with some areas permitting severances and smaller lots);
  - b. Establishing maximum limits on height, scale, density;
  - c. Applying limits on the location and height of the first living level - relative to the grade of driveways and garages;
  - d. Requiring compatible setbacks from the front (and street-related side) property line;
  - e. Requiring compatible setbacks from side and rear property lines;
  - f. Establishing minimum areas for front and rear yard landscaped open space areas that are reflective of neighbourhood character; and,
  - g. Establishing definitions and metrics for "mature trees" and "contributing green space features" and creating regulations that will assist with their preservation.

## 5 Glossary

All terms below are defined as presented in the City's Official Plan January 2023 Consolidation, unless otherwise stated.

**ACCESSORY/ACCESSORY USE** means a use of land, buildings or structures that is normally incidental or subordinate to and exclusively devoted to the principal use, building or structure located on the same lot.

**ADDITIONAL RESIDENTIAL UNIT** means a single *accessory dwelling unit* within a *ground-related dwelling* and/or a single *accessory dwelling unit* within a structure *accessory* to a *ground-related dwelling* that consists of one or more rooms that are designed, occupied or intended for use, including occupancy, by one or more persons as an independent and separate residence in which cooking facilities, sleeping facilities, and sanitary facilities are provided for the exclusive use of such person or persons.

**AUTOMOTIVE SERVICE COMMERCIAL** means a building or structure or parts thereof, including lands appurtenant thereto, used for the sale of petroleum products and automobile accessories, motor vehicle washing establishments or for the performance of minor running repairs essential to the actual operation of motor vehicles, but excluding a motor vehicle sales establishment, an auto body repair shop, a public garage or standalone motor vehicle washing establishment.

**COMMERCIAL** means the use of land, buildings or structures for the purpose of buying or selling commodities and supplying of services, including personal service uses provided to the public (such as florists, dry cleaners, tailors, hair salons and financial institutions such as banks) or where entertainment is offered for gain or profit (such as a motion picture or other theatre, public hall, billiard or pool rooms, an establishment offering three or more electronic games for public use, bowling alley, ice or roller skating rink, miniature golf course and all other similar places of amusement).

**DAY NURSERY** means a day nursery facility licensed under the Day Nurseries Act.

**DEVELOPMENT** means any land use proposal or application for which an approval is required under the Planning Act, including but not limited to the creation of a new lot, a change in land use, or the erection of a building or structure, but does not include:

1. Activities that create or maintain infrastructure authorized under an Environmental Assessment, Planning Act, or Condominium Act process; or
2. Works subject to the Drainage Act.

**DWELLING UNIT** means one or more habitable rooms, occupied or capable of being occupied as an independent and separate housekeeping establishment, in which a separate kitchen and sanitary facilities are provided for the exclusive use of the occupants.

**FLOOR SPACE INDEX (FSI)** means the ratio of gross floor area of all buildings to its respective lot area. For example, a building with a gross floor area of 25,000 square metres located on a lot/parcel with an area of 10,000 square metres has a floor space index of 2.5.

**GROUND-RELATED DWELLING** means the following form of residential dwellings: single detached, semi-detached or Townhouse.

**HIGH DENSITY RESIDENTIAL** means multi-unit apartment forms of *dwelling units*.

**HIGH-RISE** means buildings or structures with a height of nine storeys or greater.

**HOME OCCUPATION** means an occupation or profession that is conducted by an individual residing in the same premises and where the business or profession is conducted within the dwelling but is accessory to the principal residential use.

**INTENSIFICATION** means the development of lands at a higher density than currently exists through a. Redevelopment, including the use of brownfield sites;

1. Redevelopment, including the use of brownfield sites;
2. The development of vacant and/or underutilized lands within previously developed areas;
3. Infill development; or c. Infill development; or
4. The expansion or conversion of existing buildings.

**LIVE-WORK UNITS** means a single unit (e.g. studio, loft, or apartment) consisting of both a subsidiary *commercial, retail, and/or office* component and a residential component that is occupied by the same resident. A live-work unit shall comply with the provisions set out in the Ontario Building Code and may be used as both a living accommodation, which has a kitchen and sanitary facilities, and a business operated by one or more people who live in the unit.

**LONG TERM CARE FACILITIES** means a long-term care facility that is licensed under the *Long Term Care Homes Act*.

**LOW DENSITY RESIDENTIAL** means single-detached, semi-detached, and/or duplex forms of dwellings.

**LOW-RISE** means buildings or structures with a height of four storeys or less.

**MEDIUM DENSITY RESIDENTIAL** means *low-rise* triplex, fourplex, townhouse, or walk-up apartment forms of *dwelling units*.

**MID-RISE** means buildings or structures with heights ranging between five storeys and eight storeys.

**OFFICE** means any building or part thereof with a gross floor area up to a maximum of less than 10,000 square metres used for the practice of a profession, the carrying on of a business such as the management or direction of an agency or organization, public administration, or administration of an industry including research and development.

**PRIVATE HOME DAYCARE** means a private home daycare facility licensed under the Day Nurseries Act.

**RETAIL** means a use conducted in a building, structure, or part thereof in which goods, merchandise, substances, or items are displayed, rented, or sold directly to the public.