



TOWN OF
ERIN

Town of Erin Zoning By-law Update Project

Final Project Summary Report

Draft ZBL, July 2, 2026

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1. Introduction

This Project Summary Report (“Report”) presents a summary of the Town of Erin Zoning By-law Update project (the “project”).

This Report provides an overview of existing and planned land uses in the Town of Erin and a detailed description of the proposed Draft ZBLA. It also provides a high-level summary of the content included in the Background Discussion Paper, a summary of key findings from public and stakeholder comments received to date and provide rationale for how these comments were addressed or not. This Report serves as a supporting document for the Draft Zoning By-law and will guide the next phase of consultation and refinement.

The purpose of the project is to update Zoning By-law 06-67, through a Zoning By-law Amendment to:

- Simplify and streamline land use planning in the Town and guide development in both urban and rural areas to accommodate the Town’s growing population. A significant amount of time has passed since the existing Zoning By-law was approved 18 years ago in 2007; and
- Provide a user-friendly and accessible guide for compatible development that is consistent with and conforms to Provincial, County, and Town policy while remaining flexible to accommodate various building types.

The Draft Zoning By-law is anticipated to be presented at a Statutory Public Meeting in accordance with the Planning Act on July 23, 2026. Feedback from Town Council, interested parties, and the public, will be incorporated into the Final Zoning By-law Amendment, which will be presented at a future Council meeting for adoption.

It is important to note that this project constitutes a scoped update to the Zoning By-law and does not introduce an entirely new comprehensive Zoning By-law. In the future, the Town of Erin is planning to undertake a comprehensive review of its Official Plan to address, among other things, updates to the Planning Act regulations, provincial policy, and the County of Wellington Official Plan. Following the Town’s Official Plan Review, which will likely be initiated in 2027 pending budget approval, it is our understanding that the Town intends to complete a comprehensive Zoning By-law Review.

2. Summary of Existing Land Uses

As shown in **Table 1**, the existing Zoning By-law includes 20 zones, which in some cases implement multiple land use designations.

The majority of the Town of Erin consists of agricultural areas, which constitute the areas outside the urban areas and hamlets and are typically zoned Agricultural (A), Rural Environmental Protection (EP2), and Extractive Industrial (M4).

Hamlets, which include Ospringe and Cedar Valley for example, have a rural character with a limited number of uses and are largely zoned Rural Residential (R3), Rural Commercial (C3), and Agricultural (A).

The Town’s urban areas, the Villages of Hillsburgh and Erin, contain the greatest variety of land uses and zones and include several residential, industrial, commercial, institutional, and environmental zones as shown in Table 1. Recent development in the Town of Erin has largely occurred in the

greenfield areas of the Villages of Erin and Hillsburgh in lands previously zoned Future Development (FD).

Table 1: Official Plan and Implementing Zones in Zoning By-law 07-67

Official Plan Land Use Designation	Zoning By-law 07-67 Zones
Prime Agricultural	Agricultural (A) Extractive Industrial (M4)
Secondary Agricultural	Agricultural (A) Extractive Industrial (M4)
Core Greenlands	Village Environmental Protection (EP1) Rural Environmental Protection (EP2)
Greenlands	Agricultural (A), Environmental Protection (EP1)
Hamlet Area	Residential One (R1) Rural Residential (R3) Institutional (I) Highway Commercial (C2) Rural Commercial (C3) Agricultural (A) Rural Industrial (M3) Open Space Recreation (OS1)
Country Residential	Rural Residential (R3) Highway Commercial (C2)
Residential	Residential One (R1) Residential Two (R2) Rural Residential (R3) Residential Four (R4) Urban Residential (UR1) Urban Residential (UR2)
Central Business District	Central Commercial (C1)
Residential Transition Area	Mixed Use (MU)
Highway Commercial	Highway Commercial (C2)
Industrial	Industrial (M1) General Industrial (M2)
Recreational	Open Space Recreation (OS1)
Future Development	Future Development (FD)

3. Summary of Background Discussion Paper

The Background Discussion Paper summarized the findings from the policy review, technical analysis, and issue identification. The Background Discussion Paper outlined key challenges, presented options for addressing them, discussed best practices and recommended directions for the Zoning By-law Update. The Background Discussion Paper was made available on the Erin Engaged Project webpage ([Home | Erin Engaged](#)) for public review on December 10, 2025.

In addition, the Background Discussion Paper included an explanation of: what a Zoning By-law is and why the Town needs to update its Zoning By-law; an overview of the current provincial and municipal planning context; a brief overview of the key zoning issues identified through the project so far; and opportunities to be addressed through the Zoning By-law Update.

Key Zoning Issues and Trends to be included in the Zoning By-law Update identified in the Background Discussion Paper included:

- **Official Plan Conformity:** In general, Zoning By-law 07-67 aligns with the land use designations of the Official Plan, although minor housekeeping amendments have been recommended for the Town to consider.
- **Document Format and Structure:** the Zoning By-law Amendment will include legible and consistent fonts and colours in the document and Schedule templates, while avoiding the use of italics and excessive capitalization and being consistent with the Town's Style Guide (2025). Illustrations of some definitions and zoning provisions will be included to provide better clarity when interpreting zoning requirements.
- **User-Friendly Features:** Section Names, Section Dividers, and Hyperlinks will be added to promote easier navigation of the document. Lot and building requirements and permitted uses will be organized in consistent tables in each zone.
- **Definitions:** Definitions will be reviewed to remove redundancies and outdated terms, and to ensure that every permitted use discussed in the general provisions and listed under the individual zones has a corresponding definition. Definitions will be added for any new permitted uses introduced through the Zoning By-law Update.
- **General Provisions:**
 - **Additional Residential Units:** Existing provisions will be simplified, with some requirements removed or updated to reflect the various Bills that amended the Planning Act.
 - **Parking Requirements:** Parking ratios will be reviewed and updated to ensure that every defined permitted use in the Zoning By-law has a corresponding parking space requirement, and a visitor parking space requirement as appropriate.
 - **Re-zoning and Minor Variance Trends:** Existing permissions for additional residential units will be reviewed and updated to reflect recent Zoning By-law Amendments implemented by the Town and Minor Variance applications approved by the Committee of Adjustment.

- **Special Provisions:** Special Provisions that have expired will be removed from the Zoning By-law text and corresponding Schedule.
- **Applicability, Legibility and Enforcement:** Provisions that are not appropriate in a Zoning By-law will be removed.
- **Amenity Area Requirements:** All amenity area requirements will be consolidated into a single subsection under General Provisions.
- **Electric Vehicle Parking Spaces:** EV Parking provisions will be considered for inclusion in the updated Zoning By-law.
- **Bicycle Parking Requirements:** Minimum bicycle parking requirements will be considered for inclusion in the updated Zoning By-law for multi-unit residential, commercial, and other non-residential uses.
- **Agriculture-Related Uses and On-Farm Diversified Uses:** Provisions and definitions are being reviewed to reflect best practices from other municipalities that balance flexibility with only permitting uses that are appropriate for agricultural areas and are consistent with the Ontario Ministry of Agricultural, Food and Rural Affairs' (OMAFRA) Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas.
- **Zoning Mapping Updates:** Zoning Schedules will be updated to reflect any required revisions and property rezonings and recent zoning by-law amendment approvals.

4. Summary of Community Information Meeting/ Public Open House

The Community Information Meeting/Public Open House ("POH") was held in-person at the Royal Canadian Legion Branch 422 on December 10, 2025 in Erin, as part of the community engagement process for the Town of Erin Zoning By-law Update project.

The Notice of Public Open House was posted in the Town's Wellington Advertiser newspaper on November 27, 2025 and December 4, 2025 and was posted on the Town's project webpage ([Home | Erin Engaged](#)) on November 19, 2025, and posted on the Town's social media accounts.

Table 2: Summary of Feedback Received at the Community Information Meeting/Public Open House (December 10, 2025) provides a summary analysis of input and comments received from the public at the POH and through the following comment period. Input and comments are shown in bolded text and responses from the Project Team are shown below the bolded text.

Table 2: Summary of Feedback Received at the Community Information Meeting/Public Open House (December 10, 2025)

Theme	Question or Comment	Corresponding Zoning By-law Update
Scope of ZBL Update	• Does the ZBL Update Project deal with septic matters or sewage?	• Improved Accessibility: Section Names, Section Dividers,

Theme	Question or Comment	Corresponding Zoning By-law Update
	No, however, the Town received a grant from the Province for septic and sewage. • Does the ZBL Update Project deal with prime and secondary agricultural lands? No, that would be addressed in the Official Plan. • Does the ZBL Update Project provide guidance on running a business? To a certain extent – the ZBL will advise on what is permitted and not permitted. Farm-based businesses will be subject to different regulations compared to businesses in commercial areas. • Does the ZBL Update Project include an interactive map that links to section of the ZBL text? No. • Is there a way to integrate AI? Town Staff and WSP staff advised that while AI may be a helpful tool, information obtained may not be inaccurate. • Once changes to the ZBL are proposed, it should be made clear what is different between the existing and the updated ZBL. WSP staff confirmed that the updated ZBL document will be redlined showing changes. A summary paper, which will be made publicly available, will accompany the draft ZBL Amendment that will describe the implemented changes. • We are in favour of anything that makes the Zoning By-law easier or more efficient. The intent of the Project is to make	Hyperlinks, and a User Guide, among other things, have been added to promote easier navigation of the document. Lot and building requirements and permitted uses have been organized in consistent tables in each zone.

Theme	Question or Comment	Corresponding Zoning By-law Update
	the Zoning By-law both easier to understand and more efficient to implement.	
Interfacing with other Policy Documents and Projects	• How does the By-law work with the Strategic Plan? The Strategic Plan is more high-level, and the Zoning By-law implements more specific matters related to permitted uses and building envelopes. • When will there be an Official Plan Update? Town Staff advised that the Official Plan Update will be occurring in the future but is not part of the scope of this project. • The Hillsburgh Subdivision was developed without any guidelines. Town Staff advised that recent development has occurred largely in a site-specific manner. Town-wide development direction would be addressed in the future Official Plan Update. • What is happening to the Willboys Project? Town Staff noted that this is a site-specific matter and that the owners have submitted a ZBL Amendment to permit the uses on the site.	• N/A
Notice of the Zoning By-law Update Project	• More advance notice of any open house or public meeting was requested. Town Staff and WSP acknowledged the comment and advised that more advance notice will be provided in the future.	• N/A
Project Funding	• How is the Zoning By-law Project being funded? Town staff advised that the project	• N/A

Theme	Question or Comment	Corresponding Zoning By-law Update
	is mostly funded primarily through property taxes.	
Enforcement of the ZBL	How will the ZBL be enforced? Town staff confirmed that there is 1 by-law enforcement officer, which presents a staffing challenge. The updated ZBL, which includes updates to make the document easier to navigate and understand, is intended make enforcement easier.	N/A

5. Key Zoning By-law Updates

This section provides a summary of the key zoning by-law updates implemented, which includes revisions to existing provisions, removal of outdated definitions or unclear provisions, and greater standardization of how information is presented across the zones. Updates are included in **Table 3: Key Zoning By-law Updates**. Please note that this is not an exhaustive list of all revisions and modifications included in the Zoning By-Law Update.

Table 3: Key Zoning By-law Updates

Section	Changes Made in Draft Zoning By-law
All	- Section references updated to include both number and name. - All italics removed. - Section Headers added. - Permitted Uses listed in alphabetical order within each zone. - Units updated to show as m² instead of sq. m. - Table of Contents updated. - Page numbering updated. - Permitted Uses and Lot Requirements formatted into tables and consolidated where appropriate for improved readability. - Preambles added before zone sections to describe the zone(s).
Section 1: Title and Administration	Section 1.20 Third Party Appeal Rights, added to limit third party appeal rights.
Section 2: Definitions	- Clarity or specificity added to definitions, including Garden Centre, Group Home, Public Use. - Additional definitions added, such as, Bicycle Parking Space, Catering Establishment, Outdoor Patio, and Place of Worship.

Section	Changes Made in Draft Zoning By-law
	• Nursing Home and Home for the Aged definitions have been revised to Long Term Care Home and Retirement Home to align with provincial definitions and legislation. • Images added to definitions where applicable, such as for Building Height, Yards, and dwelling types.
Section 3: Zones	• Urban Residential One (UR1) Zone and Urban Residential Two (UR2) Zone added under Residential Zones.
Section 4: General Provisions	• Additional Residential Unit provisions revised to provide more flexibility, with the specific gross floor area cap increased to reflect recent Minor Variance application decisions, and the maximum number of bedrooms removed. Provisions relating to urban design have been removed and terminology has been revised to clearly distinguish between attached and detached Additional Residential Units. • Maximum permitted height for accessory buildings and structures has been increased to reflect comparable zoning by-laws in Ontario and recent Minor Variance applications. • The maximum number of accessory buildings in residential zones has been established at 3 per lot. • Additional provisions specific to shipping containers added to Section 4.2 Accessory Uses, Buildings or Structures. • Common Amenity Area provisions revised to apply to multi-residential buildings (block townhouse and apartment development) not located in UR zones. • Derelict Motor Vehicle provisions removed as it is covered by the Property Standards By-law. • Provisions for Drive-Through facilities have been added. • Garage Sales provisions removed as they are not typically regulated by Zoning By-laws. • Height Regulation Exception provisions updated to include rooftop mechanical penthouse. • Home Occupations provisions updated to remove reference to various potential negative impacts as this is covered through another general provision. • Loading Regulations revised to provide clarity on driveway widths for one-way and two-way traffic. • Metric Conversion and Rounding provisions moved to Section 1 Title and Administration. • Number of Residential Buildings per Lot provisions revised to reflect updates to Provincial legislation which permits up to 3 units per lot as-of-right. • Off-Street Parking provisions have been revised to include parking space requirements for permitted uses. • Accessible Parking Space diagram added and language revised to clarify the required number of accessible parking spaces. Redundant

Section	Changes Made in Draft Zoning By-law
	provisions relating to Parking for Physically Challenged Persons has been removed. • Bicycle parking provisions have been added. • Outdoor Patio provisions added. • Parking/Storage of Recreational/Utility Vehicles in Residential Zones revised to apply to all zones. • Plan Approved by Chief Building Official section has been deleted. • Uses Permitted in All Zones revised to clarify where applicable to infrastructure. Provisions that are covered in other sections of the ZBL have been removed to remove redundancy. • Uses Prohibited in All Zones revised to generally focus on Noxious Uses only and uses that are defined. A definition for Noxious Use has also been included in Section 2 Definitions. • Wind Energy Projects provisions wording revised for clarity. • Yard Encroachment provisions revised to include both covered and uncovered decks and porches.
Section 5: Agricultural Zones	• Medical Cannabis Production Facility, Wind Energy Projects, have been added as permitted uses. • Provisions have been revised to refer to Section 4 General Provisions.
Section 6: Residential Zones	• Provision added to exclude development of no more than 10 residential units from Site Plan Control requirements, per Provincial policy updates. • Block Townhouse, Home Industries, Group Home, Nursing Home, and Retirement Home, added as a permitted use to some residential zones. • Structure and organization revised to remove sections that state “see Table 5, see Table 6, etc.” • Table headings revised to clarify applicable zones for lot requirements. • Lot requirement tables consolidated where feasible to improve readability. • Lot requirements table for Multiple Residential (R4) Zone revised to capture all permitted building types and uses.
Section 7: Commercial Zones	• Shopping Centre added as a permitted use in the Highway Commercial (C2) Zone. • Catering Establishment and Drive-Through Facility added as permitted uses. • Mixed Use Apartment Building added as a permitted use replacing accessory residential apartment. • Hotels and Motels removed as a permitted use from the Central Commercial (C1) Zone, which conforms with the Central Business District designation in the Official Plan. • Lot coverage, rear yard setback, and maximum height provisions added to the Central Commercial (C1) Zone.

Section	Changes Made in Draft Zoning By-law
Section 8: Mixed Use Zone	- Place of Worship added as a permitted use. - Mixed Use Apartment Building added as a permitted use.
Section 9: Industrial Zones	- Drive-Through Facility added as a permitted use in the Light Industrial (M1) and General Industrial (M2) Zones - Medical Cannabis Production Facility added as a permitted use in the Light Industrial (M1), General Industrial (M2), and Rural Industrial (M3) Zones.
Section 10: Institutional Zone	Long-Term Care Home, Place of Worship, Retirement Home added as permitted uses.
Section 11: Open Space and Environmental Protection Zones	- Open Space Recreational Zone and Environmental Protection Zones have been consolidated into one section in the ZBL to improve navigation. - Wind Energy Projects, which is permitted in the Open Space Recreation (OS1) Zone, has been included in the permitted uses section.
Section 12: Future Development Zone	No specific revisions made.
Section 13: Special Provisions	- Temporary uses that have expired have been removed. Exception numbers will remain as placeholders for future Special Provisions. - Zoning By-law Amendments passed by Council since January 2024 have been incorporated.

As part of the Zoning By-law Update, certain updates that are beyond the scope of the Project are suggested to be included as part of a comprehensive Zoning By-law Review, which should include a:

- Fulsome review of parking requirements for all uses, with support from a Transportation/Parking Study;
- Review of permitted building types in the Residential One (R1) Zone; and
- Fulsome review of all Special Provisions.

6. Next Steps

Following the Statutory Public Meeting on July 23, 2026, feedback and comments from Council, Town staff, and the public will be incorporated in the Final Zoning By-law, which is scheduled to be brought to a future Council meeting for adoption.

The Town will also need to confirm if they wish to prepare a scoped Official Plan Amendment (OPA) to accompany the Zoning By-law Amendment to address conformity issues. Specifically, as noted in the Background Discussion Paper, the Town may wish to pursue an OPA to permit additional building types in the Residential Transition Area designation so that the Mixed Use (MU) Zone complies with the Residential Transition Area designation. Similarly, as the Official Plan currently includes enabling policies that directs minimum setback requirements to be included in the ZBL, an OPA can introduce

minimum setback requirements to lands designated Core Greenlands to the Official Plan. The OPA would introduce minimum setback requirements to the Core Greenlands designation that would be consistent with the setback requirements included in Section 4.36 Setback from Environmental Protection Zones in the Zoning By-law.