Public Council Agenda

Zoning By-law Amendment -
Provisions regarding Additional Residential Units
9:00 AM - Friday, October 2, 2026
Council Chambers
Zoom Meeting Registration

1. Call to Order and Purpose of Meeting

a) Notice of Recording 3

Recorded Meetings - Notice to Public

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Approval of Agenda

a) October 2, 2026

Be It Resolved That Council approves the Agenda for the Public Meeting regarding a Zoning By-law Amendment to include provisions regarding Additional Residential Units dated October 2, 2026, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. County Planner's Administrative Report

a) Public Meeting to Amend the Township Zoning By-law to Permit up to Three (3) Dwelling Units on Rural and Hamlet Lots 4 - 19

Be It Resolved That Council receives for information the Planning Report prepared by Dmitry Kurylovich Senior Planner/Project Manager, County of Frontenac, regarding the Public Meeting to Amend the Township Zoning By-law to Permit up to Three Dwelling Units on Rural and Hamlet Lots;
And That Council will receive and consider public input regarding the proposed zoning provisions related to additional residential units;
And That Council directs staff to provide a report that addresses technical and public comments received and the Zoning By-law Amendment to Council for consideration at an upcoming meeting.

Public Meeting to Amend the Township Zoning By-law to Permit up to Three (3) Dwelling Units on Rural and Hamlet Lots - Pdf

6. Comments from Council

7. Public Comments

8. Adjournment

a) Adjournment of the Meeting

Be It Resolved That Council adjourns the Public Meeting at _____ .m

Please be advised North Frontenac Council Meetings are recorded. By attending a public meeting of Council, you are consenting to your image, voice and comments being recorded.

The Chair and/or the Clerk have the discretion and authority at any time to direct the termination or interruption of the recording. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

The Township shall not be responsible should technical difficulties prevent the recording of any meeting, or a portion thereof. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. It should be noted that no protection is afforded to Council Members, Employees or the public for comments made during Meetings which are subsequently challenged in a court of law and/or determined to be defamatory.

Notice is hereby provided that under the authority of the Municipal Act, 2001 and in accordance with the Municipal Freedom of Information and Privacy Act (MFIPPA), that all information provided for at a public meeting or other public process are considered a public record.

Members of Council, Staff, Delegates and attendees should be mindful of using names of individuals or entities when discussing matters in public. Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour or comments.

To:	Mayor and Members of Council
From:	Dmitry Kurylovich, Project Manager/Senior Planner Sonya Bolton, Manager of Community Planning, County of Frontenac
Approved by:	
Date of Meeting:	02 Oct 2026
Re:	Public Meeting to Amend the Township Zoning By-law to Permit up to Three (3) Dwelling Units on Rural and Hamlet Lots

Recommendation:

Be It Resolved That Council receives for information the Planning Report prepared by Dmitry Kurylovich Senior Planner/Project Manager, County of Frontenac, regarding the Public Meeting to Amend the Township Zoning By-law to Permit up to Three Dwelling Units on Rural and Hamlet Lots;
And That Council will receive and consider public input regarding the proposed zoning provisions related to additional residential units;
And That Council directs staff to provide a report that addresses technical and public comments received and the Zoning By-law Amendment to Council for consideration at an upcoming meeting.

Background:

On February 27, 2026, Council approved By-law Number 2026-16, which amended the Township Official Plan. The amended policies enable the Township to establish zoning standards permitting up to three residential units on Hamlet and Rural lots, while prohibiting additional residential units (ARUs) within 150 metres of a waterbody and within 300 metres of an at-capacity lake.

The purpose of this public meeting is to provide an opportunity for the public and Council to review and provide feedback on the proposed zoning standards associated with the construction of ARUs.

Proposal

The purpose of this Zoning By-law Amendment is to permit up to three (3) residential units on lands zoned Rural (RU) and Hamlet (H), subject to servicing standards that ensure additional residential units can be supplied with sufficient potable water and that new or existing wells do not adversely affect the wells or water supply of adjacent properties.

The Zoning By-law Amendment also permits up to one additional residential unit in any other zone where a single dwelling is permitted as a principal use, except on lands located within 150 metres of a waterbody or within 300 metres of an at-capacity lake.

The Zoning By-law Amendment also proposes to apply a Holding Symbol for the entire Township. The Holding Symbol is specifically intended to provide a permitting mechanism to ensure that additional residential units are serviced in accordance with the servicing standards endorsed by Council and drafted with the County's geoscientist consultants.

An Additional Residential Unit (ARU) is defined as a self-contained residential unit located on the same lot as a primary dwelling. An ARU includes its own kitchen, bathroom, living space, and sleeping area. ARUs can take various forms, such as:

- Detached structures (e.g., backyard cottages or carriage houses).
- Attached/interior units (e.g., attached in-law suites, basement apartment, converted garage.

The goals of these zoning standards are:

- To provide a variety of housing options.
- To increase the housing supply.
- To ensure that ARUs can be serviced appropriately without impacting neighboring properties.
- To ensure that natural areas and natural heritage features are protected.

Public Meeting Process and Public Notice

In accordance with the Planning Act, an advertisement was placed in Frontenac News 20 days in advance of the public meeting.

Anyone may attend the public meeting and make a verbal statement, and/or submit comments in writing, either in support of or in opposition to the application.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of North Frontenac in respect of the proposed application, the person or public body is not entitled to appeal the decision of the Township of North Frontenac to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at the public meeting or make written submission to the Township of North Frontenac in respect of the proposed plan before the approval authority gives or refuses to give approval, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Anyone wishing to be notified of Council's decision on the subject application must submit a written request to:

Tara Mieske, Clerk/Planning Manager
Township of North Frontenac
6648 Road 506
Plevna, ON K0H 2M0
Email: clerkplanning@northfrontenac.ca

Researched By:

Dmitry Kurylovich, Senior Planner, County of Frontenac
Sonya Bolton, Manager of Community Planning, County of Frontenac

Comments:

Ministry of Environment, Conservation, and Parks (MECP).

Staff consulted with MECP on both the Official Plan policies and the Zoning By-law Amendment presented in this report.

MECP staff were supportive of the provisions pertaining to additional residential units on Rural and Hamlet properties and the servicing standards.

Malroz Engineer – County of Frontenac's Hydrogeological and Geo-Environmental Consultant
County planning staff worked with Malroz Engineering to draft servicing standards to aid in the implementation of ARU policies to ensure that additional dwellings can be adequately serviced with water, and to ensure they will not have impact on adjacent land users and wells.

The Servicing Standards were prepared with reference to Provincial Guidelines D5-5 (Private Wells: Water Supply Assessment); refer to Attachment 2. The D5-5 is a standard guideline that is used for ensuring adequate supply of water for development in rural areas across the Province. The Servicing Standard were adopted by Council on February 27, 2026 at the same time as the Official Plan Amendment that enabled ARUs (By-law Number 2026-16).

These standards were drafted as a County project therefore the work was not billed to the Township of North Frontenac.

Quinte Conservation (QC)
QC Staff indicated they have no concerns or comments with the proposed Zoning By-law Amendment.

Public Comments
To date one comment was received from the public that indicated support for additional residential units. The member of the public noted that the most important aspect of adding more residential units to a property is ensuring that they are serviced appropriately with appropriate sewage disposal systems.

Planning Policy
The section below identifies the policies used as the basis for the proposed ARU policies.

Planning Act
Section 17(24.1) the Planning Act allows municipalities to pass policies that will permit up to three residential units on any parcel of land.

On February 27, 2026, Council approved By-law Number 2026-16 to amend the Township Official Plan to enable the construction of three residential units on lands designated as Rural or Hamlet.

Provincial Planning Statement (2024)
The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications "shall be consistent with" applicable provincial policy.

Section 2.6.1(c) states that residential development is permitted on rural lands where site conditions are suitable for the provision of appropriate sewage and water services.

Section 2.6.2 encourages development that can sustained by rural service levels.

Section 3.6(4) permits individual on-site sewage services and individual on-site water serviced provided that site conditions are suitable for the long-term provision of such services with no negative impact.

Section 4.2 requires municipalities to protect, improve, and restore quality and quantity of water by planning for efficient and sustainable use of water resources through practices for water conservation and sustaining water quality, and ensuring consideration of environmental lake capacity.

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

Section 5.6.2 states that Township Official Plans shall permit the use of a second residential unit in a detached house, semi-detached house or rowhouse if no building or structure ancillary to the house contains a second residential unit; and further, to allow the use of a residential unit in a building or structure ancillary to a detached house, semi-detached house, or rowhouse if the house contains a single residential unit.

This policy sets out the minimum number of dwelling units that are permitted. The policy does not prohibit more than two residential unit on a parcel of land.

Section 3.3.3.4 – Special Policies Waterfront Areas This section identifies all Waterfront Areas as any area located within 150 metres (492 feet) of a waterbody. The Waterfront Area designation does not apply to settlement areas/hamlets. These policies also set out policies that encourage protection of shoreline vegetation and require Township zoning by-laws and official plans to set a minimum waterbody setback of 30 metres (98.4 feet) for all new development.

Section 4.2 – Servicing sets out a goal that aims to ensure that citizens of Frontenac County have access to potable drinking water. Section 4.2.1.5 – Private Services also states that individual on-site sewage service and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Township of North Frontenac Official Plan (2017)

The Township Official Plan definesARUs as an additional habitable dwelling that is a self-contained residential unit located on the same lot as a primary dwelling. An ARU includes its own kitchen, bathroom, living space, and sleeping area. ARUs can take various forms, such as:

a. Detached structures (e.g., backyard cottages or carriage houses); or,

b. Attached/interior units (e.g., attached in-law suites, basement apartment, converted garage).

The policies in Section 3.2.1 of the Official Plan are as follows:

1. ARUs are not permitted within the Waterfront Area designation of this Plan.
2. ARUs are not permitted within 300 metres (984.2 feet) of a designated At-Capacity Lake.
3. Additional dwelling units may be permitted on lands where a single detached dwelling, semi-detached dwelling, or townhouse is the principal use permitted in the Rural and Settlement Area/Hamlet designations in Appendix 2 of this Plan, provided that:
    a. The lot size is sufficient to accommodate the additional residential unit(s) as outlined by the Township Zoning By-law.

b. The additional dwelling unit(s) can be adequately serviced in compliance with the Township's Residential Servicing Standards.
c. The property contains no more than a total of three (3) residential units.
d. A sleep cabin and/or loft-above-a-garage does not fall under the definition of ARU.
e. A Garden Suite is considered a residential unit under this policy.
f. The ARU(s) have a smaller footprint and gross floor area compared to the principal dwelling. If the ARU is larger than principal dwelling, the largest of the two becomes the 'principal/primary dwelling' for the purposes of the Zoning By-law.
g. The ARU(s) can be serviced with water and wastewater in accordance with the Township of North Frontenac's "Servicing Standards for Additional Residential Units".
h. The lot has direct access from a year-round maintained publicly owned road, or a private road within an approved plan of condominium, or a private road that has been constructed to Township's Private Lane Standards and that is maintained year-round.
i. The ARU complies with the Natural Heritage and Natural Hazard sections of this Official Plan.
j. Access (i.e. driveways) to the ARU(s) is constructed to a standard that allows access by emergency service vehicles.

4. Any application resulting in the creation of a new lot of record that has the effect of separating an ARU from the principal dwelling must demonstrate that the ARU can be serviced by its own well and sewage disposal system and meet all the policies outlined in Section 3.15 (Subdivision, Condominiums, Consents and Part-lot Control) of this Plan. Creating a new lot of record from an ARU where the well and/or sewage system is shared with another dwelling located on a separate lot of record is not permitted.
5. The ARU(s) are properly addressed in accordance with the Township Civic Addressing By-law, as amended

Township of North Frontenac Zoning By-law Number 55-19

Presently, Section 3.1.3 of the Township Zoning By-law sets out rules for Secondary Dwelling Units in the Township. The proposed Zoning By-law amendment will replace the existing provisions in this section and other sections that reference 'Secondary Dwelling Units'. The complete list of proposed changes are included in Attachment 1.

The most notable changes include:

- Allow for up to three residential units where only two are currently permitted.
- Restriction for new ARUs within 150 metres of a waterbody or within 300 metres of an At-Capacity lake.
- Removal of Section 3.1.3 (e) which limits the size of a Secondary Dwelling Unit to 45% of the floor area of the principal dwelling, up to 100 square metres (1,076 square feet).
- Add a Holding Provision to all properties within the Township to establish a mechanism that will allow the Township to review technical information related to servicing of additional residential units, in accordance with the Township's Servicing Standards.

Why a Holding Provision is Required

While many properties can accommodate additional residential units, groundwater conditions and well performance can vary between properties. In accordance with Provincial Guidelines D5-5 (Private Wells: Water Supply Assessment), the Township must ensure that new residential units have an adequate potable water supply and do not create unreasonable impacts on existing private wells.

The Township cannot simply add a requirement to the Zoning By-law stating that an additional residential unit is permitted subject to a future servicing assessment being completed at the building permit stage. This would effectively make the zoning permission conditional on a future review, which is not permitted under the Planning Act.

Instead, the Planning Act provides a specific mechanism for addressing these types of technical requirements through a holding provision under Section 36(1) of the Planning Act. A holding provision allows the Township to establish the underlying permission for additional residential units while requiring specified technical conditions to be satisfied before a building permit can be obtained.

In this case, the holding symbol requires applicants to submit technical information in accordance with the Township's Servicing Standards before the additional residential unit can proceed to a building permit. The technical review is intended to confirm that the proposed additional residential unit can be appropriately serviced, and that increased groundwater demand will not create unreasonable impacts on neighbouring private wells.

The holding provision therefore allows the Township to maintain the underlying permission for additional residential units while ensuring that site-specific servicing requirements are addressed before a building permit is issued. Once the applicable requirements have been satisfied, the holding symbol can be removed, and the building permit process can proceed.
Without the holding provision, there would not be an appropriate mechanism within the zoning by-law to require this site-specific technical review after all other zoning requirements have been satisfied. The holding provision provides the legal and planning framework to address this requirement in a transparent and consistent manner.

Conclusion
The proposed Zoning By-law Amendment would expand opportunities for additional residential units on Rural and Hamlet zoned lots while establishing servicing requirements to ensure that new units can be appropriately serviced and do not adversely affect existing private water supplies. The proposed Township-wide Holding Symbol provides a planning mechanism to ensure that the applicable servicing requirements are addressed before an additional residential unit proceeds to a building permit.

Feedback and information received at the public meeting will be reviewed by planning staff and considered in the preparation of the final Zoning By-law Amendment for Council's consideration.

Financial Impact:

The County Planner’s hours spent on this file will be included in the Township’s annual billing from the County. As per the Shared Services Agreement, the billing is based on the percentage of County Planning staff hours used by North Frontenac. The annual costs are based on a three-year rolling average.

Strategic Implications:

Economic Prosperity > Prepare for Potential Development Opportunities: Implementation of Development that encourage the provision of a wide range of housing options.

Attachments:

Attachment 1 - Draft Zoning Amendment for ARU
Attachment 2 - Servicing Standards for ARUs - OPA 2 File No. 01-25

The Corporation of the Township of North Frontenac

DRAFT By-law #2026-XX

Being a By-law to Amend By-law #55-19 To Regulate the Use of Land, Buildings and Structures within the Township (Zoning By-law) and to Update Provisions regarding Additional Residential Units

Whereas Council passed By-law #55-19 on July 5, 2019 to Regulate the Use of Land, Building and Structures within the Township of North Frontenac;

And Whereas Council deems it necessary to amend By-law #55-19, to update Section 3.1.3 of the Zoning By-law with respect to provisions regarding Additional Residential Units;

Therefore Be It Resolved That the Council of The Corporation of the Township of North Frontenac enacts as follows:

That the Township of North Frontenac Zoning By-Law #55-19, as amended, is hereby amended as follows:

a) **Amend Part 2 – Definitions as follows:**

1. Delete the existing definition of “Dwelling – Secondary”

2. Add a new definition:

   Additional Residential Unit (ARU) means an additional habitable dwelling that is a self-contained residential unit located on the same lot as a primary dwelling. An ARU includes its own kitchen, bathroom, living space, and sleeping area. ARUs can take various forms, such as:

   a. Detached structures (e.g., backyard cottages or carriage houses); or,
   b. Attached/interior units (e.g., attached in-law suites, basement apartment, converted garage).

b) **Amend Part 3 – General Provisions as follow:**

1. Delete the entirety of Section 3.1.3 Secondary Dwelling Unit and replace it with the following text:

   Section 3.1.3 Additional Residential Units

   Where permitted as an accessory use, Additional Residential Units (ARU) shall be permitted provided the following provisions are met:

   a) Additional Residential Units may be located within the principal dwelling and/or in detached buildings on the same lot as the principal dwelling.

   b) Up to a total of three (3) Residential Units are permitted in the following Zones:

      - Rural
      - Hamlet

   For clarity, this includes the principal dwelling and up to two (2) additional residential units. A garden suite shall be considered a residential unit for the purposes of this By-law. Additional Residential Units shall be subject to all zone provisions applicable to the Principal

Use permitted on the lot, including but not limited to minimum setbacks, building height, and lot coverage.

c) Except for the Waterfront Area Zone and Limited Service Waterfront Zone, one additional residential unit is permitted as an accessory use in any other zone where a dwelling is permitted as a Principal Use, for a maximum of two residential units (principal and one accessory).

d) ARUs are not permitted:

   i. within a boathouse, within sleep cabins, or within a loft-above-a-garage;

   ii. within 150 metres of a lake or river;

   iii. within 300 metres of an At-Capacity Lake; or,

   iv. within any lands subject to hazardous sites.

e) ARUs shall be subject to all zone provisions applicable to the Principal Use permitted on the lot, including but not limited to minimum setbacks, building height, and lot coverage.

f) The lot on which the additional residential unit(s) is/are proposed must meet the minimum lot size and frontage requirements of the applicable Zone.

g) Access for each Additional Residential Unit shall be provided by:

   - an independent entrance; or
   - through a common, shared vestibule entrance, where the additional dwelling unit is located within the principal dwelling.
   - Where an ARU is accessed from the side or rear of a building, a minimum 1.2 metre-wide, unimpeded pedestrian walkway shall be provided between the required parking area and the entrance to the ARU.

h) Vehicular access to each residential unit shall be provided by a driveway that is accessible to emergency vehicles. The driveway shall have a minimum unobstructed width of 3.0 metres and a minimum vertical clearance of 4.0 metres and shall be maintained in a condition suitable for year-round emergency access.

i) A minimum of one (1) parking space shall be provided for each residential unit.

j) All ARUs must be serviced and connected to an approved water and wastewater system.

k) The lot area and configuration shall be sufficient to accommodate all required components of private servicing systems, including wells, septic systems, and required setbacks.

l) ARUs shall only be permitted if it can be demonstrated that there is an adequate supply of potable water, and adequate capacity for the disposal of wastewater within the subsurface sewage disposal system, in accordance with Section 3.1.3.m).

m) A Holding Overlay applies to lands identified as **“**Additional Residential Unit Holding Overlay – Water Supply/Water Quality” on Schedule “A”.

   - The Holding Overlay shall apply to the development of one or more ARU.

- Prior to the removal of the Holding Overlay and the issuance of a building permit for an Additional Residential Unit, it shall be demonstrated to the satisfaction of the Municipality, in accordance with the Township's Servicing Standards, that there is:
    i. an adequate supply of potable water, and
    ii. adequate sewage system capacity in accordance with the Ontario Building Code.
- Where a second residential unit is approved, the Holding Overlay shall continue to apply to the lot. Removal of the Holding Overlay to permit a third residential unit shall require re-evaluation of the conditions in this subsection.

2. Delete 'secondary dwelling unit' in Section 3.1.4(e) and replace it with 'Additional Residential Unit'
3. Delete 'secondary dwelling unit' in Section 3.17(a) and replace it with 'Additional Residential Unit'
4. Delete 'Dwelling Secondary' in Section 3.32 (Residential-Other)

c) **Amend Part 4 – Zones as follows:**

1. Remove 'Secondary Dwelling' from the following Sections:
    i. Section 4.3.2 Residential Multiple (Permitted Uses - Accessory)
    ii. Section 4.3.3 (b) (Accessory Uses)
    iii. Section 4.6.2 Hamlet (Permitted Uses – Accessory
    iv. Section 4.7.2 Rural (Permitted Uses - Accessory)
    v. Section 4.7.3 (a) (Accessory Uses)
    vi. Section 4.8.2 Limited Service Rural (Permitted Uses – Accessory)
    vii. Section 4.8.2 (c) (Accessory Uses)
    viii. Section 4.10.2 Rural Co-operative
    ix. Section 4.11.2 General Commercial (Permitted Uses - Accessory)
    x. Section 4.11.3 (b) (Accessory Uses)
2. Remove 'Maximum Number of Secondary Dwellings per Dwelling Unit (One (1))
    i. Section 4.3.3 (b)
    ii. Section 4.7.3 (a)
    iii. Section 4.8.3 (c)
    iv. Section 4.11.3(b)
3. Remove 'One (1)' from Maximum Number of Dwellings per Lot and replace with the the following text 'See Section 3.1.3' in the following Sections:
    i. Section 4.6.2 (a) Hamlet
    ii. Section 4.6.2 (b) Hamlet
    iii. Section 4.7.3 (a) Rural, Zone Requirements, Principal Uses – All Uses Except Agricultural and Equestrian Establishment
    iv. Section 4.8.3 (a) Limited Service Rural

d) Add a new Schedule ‘B’ to the Zoning By-law, as shown on Schedule ‘A’ attached hereto and forming part of By-Law Number 2026-XX, as an Additional Residential Unit Overlay that applies a Holding (‘H’) Zone to the entire Township

And That all resolutions, By-laws or parts of By-laws, which are contrary to or inconsistent with this By-law, are hereby repealed;

And That all other provisions of Zoning By-Law #55-19 shall continue to apply;

And That this By-law shall come into force and take effect on the date of final passing by the Council of the Township of North Frontenac, subject to the provisions of the *Planning Act, R.S.O., 1990,* as amended.

Read a first and second time this ____ day of _____ 2026

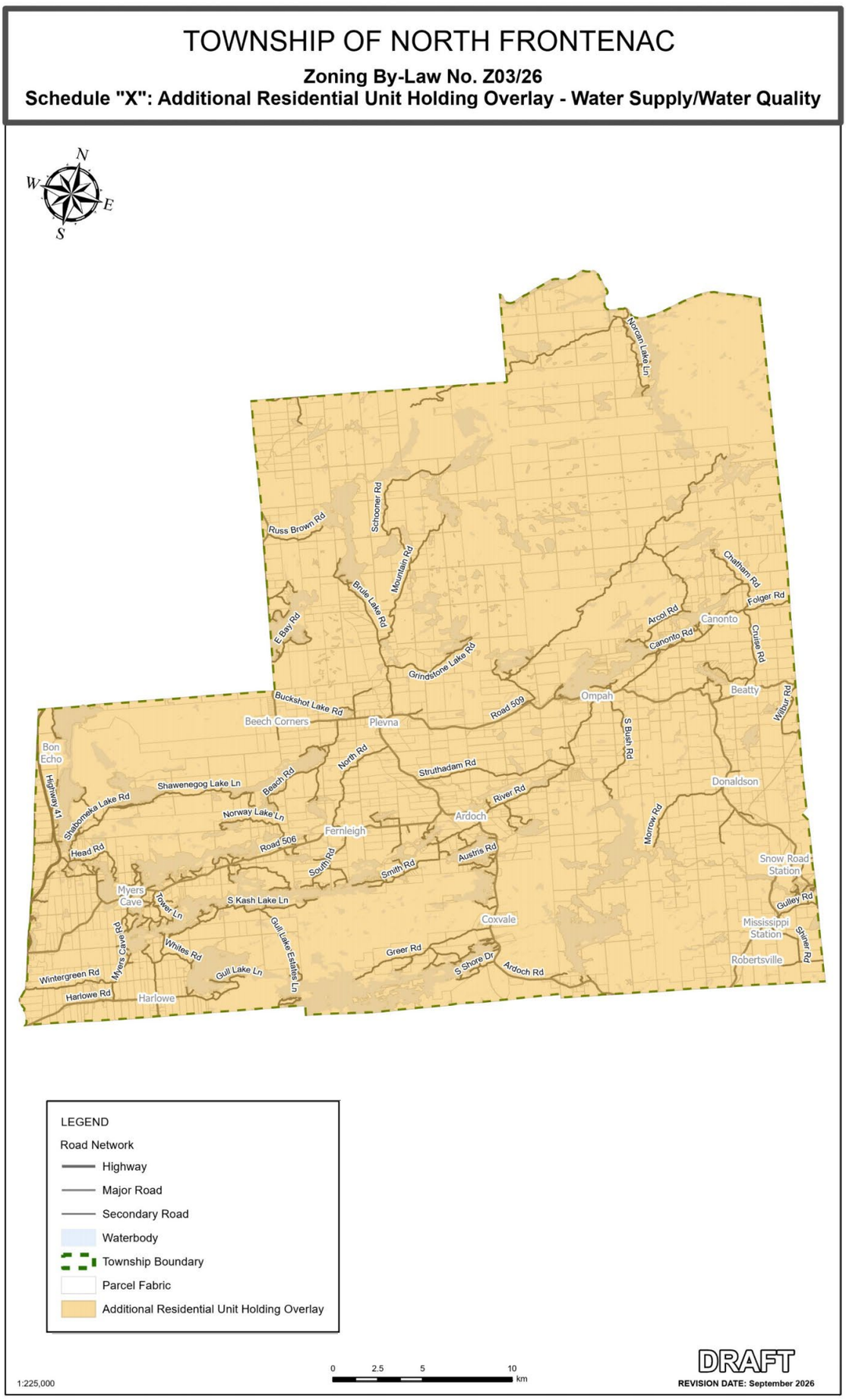
Read a third time and passed this ___day of _____ 2026

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

This document is not compliant with AODA standards. Please contact the Clerk for more information.

Schedule “B” to Zoning By-Law Number 55-19



Servicing Standards for Additional Residential Units.

Purpose of this document:

- To serve as a technical servicing standard to support Planning Act applications that propose additional residential units.
- To ensure that new residential uses are properly serviced with an adequate amount of water that is safe for human consumption for the long-term.
- To ensure that the water supply on adjacent properties is not negatively impacted.

Pre-Application Consultation:

Anyone proposing to construct an additional residential unit must consult with Township Planning staff and their agents prior to the submission of a Planning Act Application.

The purpose of the pre-application consultation is to establish the appropriate scope/level of analysis needed to support the application.

Type of Servicing:

Drilled wells are preferred. If a dug well is proposed, its use must be justified by a Qualified Person, and the accompanying report shall address how the dug well affects the suitability of the proposal.

Levels of Analysis:

1. **Additional Residential Units using the same well (existing or new) as the primary/principal dwelling.**
    a. Water quantity test
    b. Water quality test
    c. Monitoring of adjacent wells if other wells are located within 150 metres (492 feet) of the subject well on the same or neighboring property.
    d. Confirmation that the water supply well complies with O. Reg. 903, as amended.
    e. **Submission: Letter of Opinion from a Qualified Well Driller or Qualified Water Treatment Specialist or Professional Engineer or Geoscientist that:**

i. Clearly states that the yield of water from the well is adequate year around for the total demand of the dwellings.

ii. The water quality is potable, and the water takings are unlikely to cause interference with other water users/wells.

iii. Identifies any recommended water treatment.

2. **Additional Residential Units utilizing a new or an existing standalone well located more than 150 metres (492 feet) from any existing well on the same or neighboring property.**

    a. Water quantity test

    b. Water quality test

    c. Confirmation that the water supply well complies with O. Reg. 903, as amended.

    d. **Submission: Letter of Opinion from a Qualified Well Driller or Professional Engineer or Geoscientist.**

        i. Clearly states that the yield of water from the well is adequate year around for the total demand of the dwellings.

        ii. The water quality is potable, and the water takings are unlikely to cause interference with other water users/wells.

        iii. Identifies any recommended water treatment.

3. **Additional Residential Units utilizing new wells within 150 metres (492. feet) of adjacent wells outside of a designated Settlement Area.**

    a. Water quantity test

    b. Water quality test

    c. Monitoring of all adjacent wells within 150 metres (492.13 feet) of the subject well.

    d. Confirmation that the water supply well complies with O. Reg. 903, as amended.

    e. **Submission: Letter of Opinion from a Qualified Well Driller or Qualified Water Treatment Specialist or Professional Engineer or Geoscientist that:**

i. Clearly states that the yield of water from the well is adequate year around for the total demand of the dwellings

ii. The water quality is potable, and the water takings are unlikely to cause interference with other water users/wells.

iii. Identifies any recommended water treatment.

4. **Additional Residential Units utilizing new or existing well within 150 metres (492. feet) of an adjacent well(s) within a designated Settlement Area/Hamlet.**

    a. Water quantity test

    b. Water quality test

    c. Monitoring of all adjacent wells within 150 metres (492.13 feet) of the subject well.

    d. Confirmation that the water supply well complies with O. Reg. 903, as amended.

    e. **Submission: Scoped Hydo-Geological Assessment from a Professional Engineer / Geoscientist qualified in rural servicing.**

Minimum Standards.

- **Water Quantity Parameters**:
    - For dwellings with four (4) bedrooms or less: The well must achieve a minimum flow rate of 13.75 liters (3.5 gallons) per minute for two (2) hours.
    - For dwellings with five (5) or more bedrooms the well must achieve a minimum flow rate of 3.75 liters per minute multiplied by the number of bedrooms in the dwelling plus an additional bedroom.
        - Example: for a five (5) bedroom house the minimum flow rate is 6 x 3.75 = 22.5 liters per minute for sustained for two (2) hours.
    - For shared wells, the calculated flow rate shall be determined by the total number of bedrooms and fixtures that utilize the same well.
    - Where a test well can safely supply water at the calculated rate, pumping tests conducted at lower rates are not acceptable, nor is the subsequent recommendation of compensatory systems to address low well yields

solely for the purpose of limiting the migration of poorer-quality water into the well.

  - Reduced pumping test rates may only be used where preliminary testing demonstrates that the calculated rate cannot be sustained over the long term. In such cases, systems intended to compensate for low well yields may be considered, and the yield requirement shall be applied to both the well and any compensatory system on a daily basis.

  - The Well Water Quantity Test must be performed in accordance with Section 4.3: Well Water Quantity Testing of Ontario Guideline D-5-5.

- **Water Quality Parameters:**

  - In accordance with the Groundwater Quality Parameter Tables 1, 2, and 3 found in the appendix of the Ontario Guideline D-5-5

  - Other parameters that may be indicated such as through proximity to a Potentially Contaminating Activity (PCA) as defined in Ontario Regulation. 153/04, as amended.

- **Monitoring Parameters:**

  - Select wells determined to be relevant shall be attempted to be monitored for interference within 150 meters (492 feet) of the subject well.

  - This should include regular manual or automatic water levels collected with a data logger.

  - The monitoring procedure shall be in-line with Section 4.3.1 Pump Test Procedure of Ontario Guideline D-5-5.

  - If the applicant or their agent is not permitted to test the neighboring well by the owner of the well, the applicant's qualified professional shall submit a letter indicating that the owner of the well refused to test the well.

- **Reports**

  - The report shall clearly provide data collected during the work. This includes appropriate tables and figures, laboratory certificates of analyses, water well records, logger data, etc.

  - The report shall include a clear statement that the well meets the requirements outlined in Ontario Regulation 903, and that the well provides a sustainable yield of potable quality water without interference.

- The report shall make recommendations regarding supplemental water supply systems, water treatment and any other items identified by the Qualified Person.

Peer Review:

The Township has an obligation to ensure that any technical assessment or letter of opinion submitted meets all required technical criteria as prescribed by this document or through consultation with the Township.

All submissions are subject to peer review by the Township's consulting qualified professional. All fees associated with the peer review of any technical documents must be paid by the applicant.

Scoping of Hydrogeological assessment:

Hydrogeological assessments shall be scoped on a case-by-case basis in coordination with the Township's peer reviewer, ensuring that each assessment is tailored to the specific context, development type, and environmental sensitivities of the site.

Scoping will be guided by the most appropriate and current Ontario guidelines, such as those issued by the Ministry of the Environment, Conservation and Parks (MECP), and will also draw upon recognized industry standards and best practices. This approach ensures that each assessment provides reliable data to support land use planning decisions, water supply verification, and long-term environmental protection.

Key considerations during the scoping phase may include:

- Site characteristics (e.g., geology, hydrology, proximity to sensitive receptors)
- Scale and type of proposed development
- Existing water supply and infrastructure
- Potential for cumulative impacts
- Minimum water supply requirements as per applicable regulations and guidelines

The objective of the scoping phase is to define the scope and methodology of the assessment in a way that ensures regulatory compliance, scientific defensibility, and practical relevance to planning and development needs