

Document 5 – Administrative Matters

This document provides administrative details for the following phases of the new Zoning By-law project:

- during public consultations in 2025 up to the day before enactment of the new Zoning By-law,
- the date of enactment up to the date all appeals of the Zoning By-law (if any) are fully resolved;
- after the date that all appeals of the Zoning By-law (if any) are fully resolved

The **date of approval** is the date that the report recommending approval of the new Zoning By-law is considered by Council. That meeting is scheduled to occur on January 28, 2026.

The **date of enactment** is the date the by-law appears in the Council agenda in the “list of by-laws to be read and passed”. The date of enactment is the date that the new Zoning By-law is considered to come into effect, once all appeals are resolved.

As Council will likely approve motions to modify the draft Zoning By-law before approving it on January 28, 2026, time is needed to incorporate the motions approved by Council into the text and Zoning Map of the new Zoning By-law. It is anticipated it will take six to eight weeks to incorporate all motions approved on January 28 in the text and Zoning Map of the new Zoning By-law, with the estimated date of enactment of the new Zoning By-law occurring at a Council meeting in mid-April 2026.

Following that date, the administrative process for the notice of passing and the appeal period under the *Planning Act* will take approximately one month.

Following the end of the appeal period, unappealed sections of the new Zoning By-law will not come into effect until they are declared to be in effect by the Ontario Land Tribunal. The timing of that proceeding will be determined by Tribunal, however it is estimated that the Ontario Land Tribunal hearing could occur by mid-September.

January 28, 2026 – Approval of new Zoning By-law

Mid-April 2026 (estimated) – Enactment of new Zoning By-law

Mid-September 2026 (estimated) – Ontario Land Tribunal declares unappealed sections of new Zoning By-law in effect

During 2025 up to the day before enactment of the new Zoning By-law

Complete applications under the *Planning Act* and *Building Code Act* received prior to the date of enactment of the new Zoning By-law will be processed under Zoning By-law 2008-250.

Minor variance applications should request relief from Zoning By-law 2008-250.

Date of enactment until date when Ontario Land Tribunal declares unappealed sections of new Zoning By-law to be in effect

As of the date of enactment, the most restrictive provisions from Zoning By-law 2008-250 and the new Zoning By-law 2026-50 must be met.

Following the end of the appeal period, an Ontario Land Tribunal hearing will be scheduled. The City will submit a motion requesting that unappealed sections of the new Zoning By-law be brought into effect. The transition provisions in Sections 109 and 110 will not come into effect until declared in effect by the Ontario Land Tribunal.

Date of enactment until the date on which all appeals are resolved

A document that summarizes the sections in effect and under appeal will be made available as soon as possible following the end of the appeal period. The document will track the status of the appeals and will be updated as the appeals are resolved through mediation and hearings at the Ontario Land Tribunal. It will identify which provisions **are** and **are not** subject to appeal, which will guide the processing of *Planning Act* applications received during the period when appeals are pending.

For complete Zoning by-law amendment applications received after enactment of the new Zoning By-law and before resolution of all appeals, which are:

- a. **proposing amendments to provisions that are not subject to appeal**, staff should ensure compliance with the new Zoning By-law.
- b. **proposing amendments to provisions that are subject to appeal**, staff should ensure compliance with both Zoning By-law 2008-250 and the new Zoning By-law.

Where there are a mix of amendments described in (a) and (b) above in a single application, the applicable by-law described in (a) or (b) should be applied on an amendment-by-amendment basis.

For complete Minor Variance applications received after enactment of the new Zoning By-law, and before resolution of all appeals, which are:

- a. **proposing variances to provisions that are not subject to appeal** applicants must request relief from the new Zoning by-law.

- b. **proposing variances to provisions that are subject to appeal**, applicants must request relief from the most restrictive provisions in Zoning By-law 2008-250 and the new Zoning By-law.

Where there are a mix of variances described in (a) and (b) are requested in a single application, the applicable by-law described in (a) or (b) should be applied on variance by variance basis.

After all appeals are resolved

When all appeals are resolved, the new Zoning By-law will be in full force and effect, as amended, if applicable, by the Tribunal, **retroactive to the date of enactment**.

Once all appeals are resolved, all complete zoning by-law amendment applications received after enactment of the new Zoning By-law will be subject only to the provisions of the new Zoning By-law.

For minor variance applications received after all appeals of the new Zoning By-law are resolved, applicants must request relief from the new Zoning By-law.