



Working together with our community

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Public Hearings Committee – October 08, 2025

Subject: Application OPNPL2025201 to Amend the Official Plan to allow a Gymnastics Club as a permitted use in the Protected Industrial Designation and application ZNPL2025202 to amend Zoning By-law 1-Z-2014 as amended, to add a site specific provision to permit a gymnastics club as a permitted use in the General Industrial Zone, for property described as WDH CON 5 PT LOT 3 RP 37R199 PT PART 1 and civically as 105 Donly Drive, Simcoe Norfolk County

Report Number: CDS 25-062
Division: Community and Development Services
Department: Planning
Ward: Ward 5
Purpose: For Public Meeting

Recommendation(s):

That staff Report CDS-25-062 for development applications OPNPL2025201 and ZNPL2025202 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Public Meeting Notification:

A public meeting is a statutory requirement in accordance with the Planning Act, and is intended to allow members of the public to submit written or oral comments in relation to the proposed development. Additionally, any person may make written submissions at any time prior to County Council making its final decision on the application.

Pursuant to the requirements of the Planning Act R.S.O. 1990, C. P. 13 (“Planning Act”), a notice of the statutory public meeting was posted 20 days in advance of the Public Meeting. Notifications were mailed to neighbors within 120 m of the subject lands; and a yellow notification sign was posted on the site on September 15, 2025.

Discussion:

The Applicant is proposing to amend the Official Plan and the Zoning By-law to allow a gymnastics club as a permitted use in an existing building on lands designated Protected Industrial and Zoned General Industrial (MG). A site-specific policy and a

special provision are proposed to be added to the Official Plan and Zoning By-law respectively, thereby allowing the industrial uses to continue in the future.

The subject lands are located at 105 Donly Drive South in Simcoe. The gymnastics club would utilize the former warehouse portion of the Annex Business Media building.

The site is generally flat. It is surrounded by other industrial properties along with residential in the vicinity. Please see Figure 1 below for the existing site plan on the subject lands.

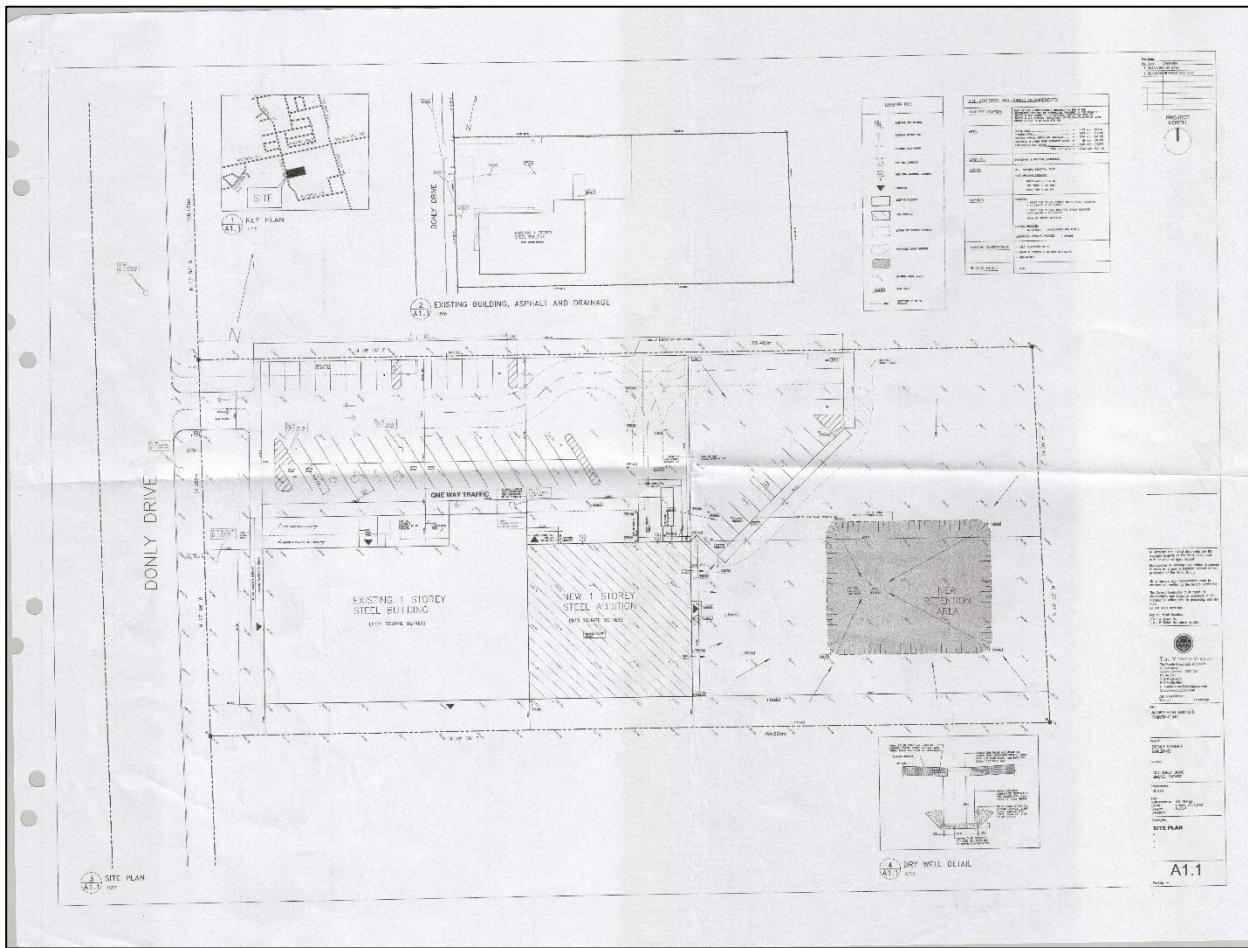


Figure 1: Previously approved site plan for 105 Donly Drive



Figure 2: Subject lands



Figure 3: Alternate view of the subject lands

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Building Norfolk - Develop the infrastructure and supports needed to ensure complete communities

Explanation: Development that results from applications under consideration can help contribute to a vibrant community.

Conclusion:

A recommendation report will be provided on this matter following review of the circulation, planning considerations and this statutory public hearing meeting regarding the submitted, “complete” development applications.

Attachments:

Attachment A – Development Application Overview

Attachment B – Existing Planning Policy and Zoning

Attachment C – Technical Comments

Attachment D – Public Comments

Attachment E – Proposed Zoning Bylaw Amendment

Attachment F – Proposed Official Plan Amendment

Approval:

Approved By:

Bill Cridland, General Manager, Community and Development Services

Reviewed By:

Alisha Cull, BES, MCIP, RPP, Ec.D., Manager of Planning Services

Prepared By:

Josh Mueller, BES, CPT, URPT, Planner

Attachment A - Report CDS-25-062
Development Application Overview

105 Donly Drive South, Simcoe Proposed Official Plan & Zoning By-law Amendment

Application File Numbers: OPNPL2025201 and ZNPL2025202

Applicant: Annex Business Media Inc.

Agent: Nuno Francisco

Statutory Public Hearing

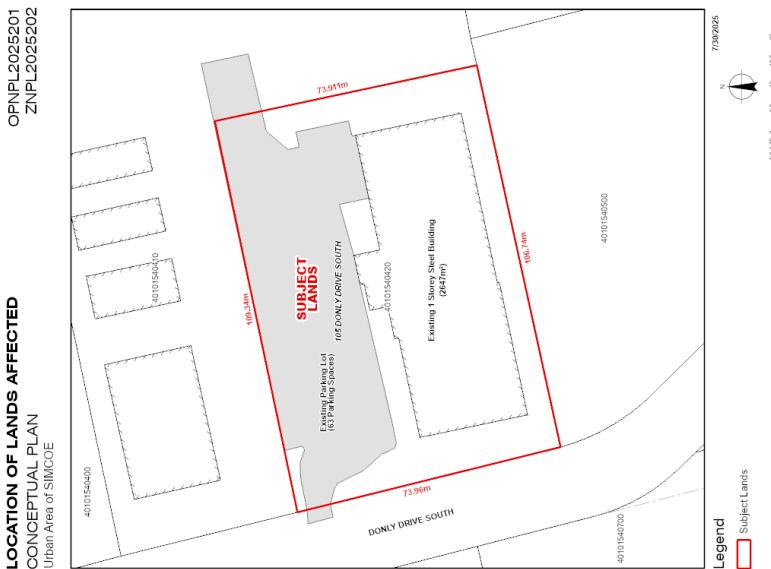
Date: October 8, 2025

Site Context

Site Characteristics:

LOCATION OF LANDS AFFECTED

CONCEPTUAL PLAN
Urban Area of SIMCOE



- Total land area approximately 0.80 Hectares (1.98 Acres)
- Located on Donly Drive South in Simcoe
- The subject land contains an industrial building

Surrounding Land Uses:

North – existing industrial land

South – vacant wooded area

East – existing industrial land

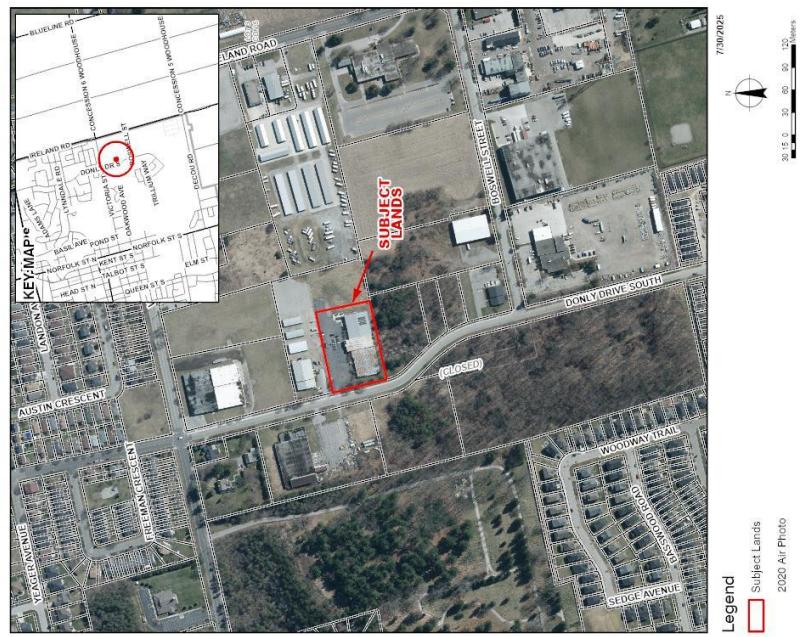
West – existing industrial land and wooded area

Other industrial and residential uses, as well as and Oakwood Cemetery, are in the vicinity of the subject lands.

Proposed Amendments

MAP A
CONTEXT MAP
Urban Area of SIMCOE

OPNPL2025201
ZNPL2025202



Development Proposal

The subject property is designated Protected Industrial and zoned General Industrial (MG).

This application would add a site-specific policy to the Official Plan and a special provision to the Zoning By-law to allow a gymnastics club as a permitted use.

Proposed Amendments

MAP B
PROPOSED OFFICIAL PLAN AMENDMENT MAP
Urban Area of SIMCOE



MAP C
PROPOSED ZONING BY-LAW AMENDMENT MAP
Urban Area of SIMCOE



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COUNTY

Preliminary Review

Technical Reports:

- No technical reports were required to be submitted

Technical Comments:

- Technical comments (provided to date) are included in Attachment C

Public Input

- No public input has been received to date

Preliminary Considerations

Key Items	Preliminary Review
Utilizing existing space	 The gymnastics club intends to move into the warehouse portion of the building
Servicing	 The building would be serviced by existing municipal services.

Next Steps & Recommendation

- Consideration of Public Hearing Input
- Review of all Technical Comments
- Recommendation Report

Public Hearing Committee Report Recommendation:

THAT staff Report CDS-25-062 for development application OPNPL2025201 and ZNPL2035202 be received for information;

AND FURTHER THAT any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

ATTACHMENT B

Existing Policies and Zoning Considerations

Planning Act

Section 2 of the Planning Act outlines those land use matters that are of provincial interest and for which all County planning decisions shall have regard. The provincial interests that apply to development on this site are:

- (h) the orderly development of safe and healthy communities;
- (p) the appropriate location of growth and development.

Section 3 of the Planning Act requires that, in exercising any authority that affects a planning matter, planning authorities “shall be consistent with the policy statements” issued under the Act and “shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be”.

Section 34 of the Planning Act permits amendments to the zoning by-law by Councils of local municipalities. Section 21 permits amendments to Official Plans.

Provincial Planning Statement, 2024

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, which is intended to be complemented by local policies addressing local interests. The PPS promotes healthy, livable and safe communities through the efficient use of land throughout the Province of Ontario.

The proposed Official Plan and Zoning By-law amendment applications will be received in relation to Section 2.8 of the PPS, which deals with employment. Section 2.8.1, Supporting a Modern Economy, states,

1. Planning authorities shall promote economic development and competitiveness by:
 - a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
 - b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
 - d) encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and
 - e) addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses.

Section 2.8.2, Employment Areas, states,

1. Planning authorities shall plan for, protect and preserve employment areas for current and future uses, and ensure that the necessary infrastructure is provided to support current and projected needs.
3. Planning authorities shall designate, protect and plan for all employment areas in settlement areas by:
 - a) planning for employment area uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
 - b) prohibiting residential uses, commercial uses, public service facilities and other institutional uses;
 - c) prohibiting retail and office uses that are not associated with the primary employment use;
 - d) prohibiting other sensitive land uses that are not ancillary to uses permitted in the employment area; and
 - e) including an appropriate transition to adjacent non-employment areas to ensure land use compatibility and economic viability.

Norfolk County Official Plan

The Norfolk County Official Plan (the Plan) provides the essential tool to direct future growth, development and change in the County and to create the community envisioned by Norfolk's residents. This Plan responds to the uncertain nature of the future with clear and resilient principles and policies. It ensures that the planning framework and processes are clearly identified to ensure that Norfolk County remains a healthy, safe and successful community with a rich agricultural base and a strong economy, a diverse natural environment, and a great place to live.

The subject lands are currently designated Protected Industrial, which does not permit the proposed development. Therefore, the Official Plan needs to be amended. A gymnastics club is proposed to be added as a permitted use under the Protected Industrial designation.

Section 7.12.1 outlines the permitted uses in the Protected Industrial designation:

- a) The predominant use of land shall be a wide range of employment and industrial uses, subject to the policies of this Section, including the following:
 - i) manufacturing including processing, assembling, repairing;
 - ii) warehousing, distribution, storage facilities;
 - iii) trucking and transportation terminals;
 - iv) pharmaceutical facilities;
 - v) research and development facilities, including data processing establishments;
 - vi) trade schools;

- vii) automobile service/repair stations, automobile and truck rental operations, automobile depots, auto and truck repair/body shops;
- viii) municipal works yards;
- ix) recycling operations;
- x) public uses and public and private utilities;
- xi) ancillary offices and limited retail sales of products manufactured,
- xii) processed or assembled on the premises; and
- xiii) crematoriums.
- b) Office uses shall be permitted subject to the policies of Section 6.4.1(b) (Downtown Areas) of this Plan.
- c) The following ancillary uses may be permitted without an amendment to this Plan: i) commercial uses, provided that the use is associated with and clearly ancillary to the main Protected Industrial use; and ii) uses accessory to any of the permitted uses in the Protected Industrial Designation are permitted.

Section 7.12.2 outlines the land use policies of the Protected Industrial designation.

Zoning By-law 1-Z-2014 and Proposed Amendment

The subject lands are currently zoned General Industrial (MG). The applicant proposes to amend the Zoning By-law by adding a special provision to allow a gymnastics club as a permitted use in the General Industrial (MG) zone. The MG Zone permits the following uses:

- a) ambulance service
- b) animal hospital
- c) auction centre
- d) bus terminal
- e) call centre
- f) Cannabis Production and Processing, subject to General Provisions 3.21 [25-Z-2018]
- g) construction shop
- h) contractor's yard
- i) crematorium
- j) fire hall
- k) food processing, excluding abattoir
- l) general material manufacturing
- m) graphics and design
- n) industrial supply
- o) material processing, excluding asphalt plant, cement works and concrete batching
- p) merchandise service shop
- q) office, industrial, accessory to a permitted use
- r) personal and health services for employees, accessory to an industry on the same lot
- s) research and development facility

- t) retail sales accessory to an industry on the same lot
- u) storage
- v) taxi terminal
- w) telecommunications and data processing
- x) trade school
- y) transportation
- z) vehicle services and repair, including automobile body shop and industrial garage
- aa) wholesale outlet.

ATTACHMENT C
Technical Comments

Building

The building department has reviewed the proposal and has NO comments or conditions.

Zoning

Comments pending.

Economic Development

Comments pending.

LPRCA

No portion of the subject property currently falls within LPRCAs regulation limit. Our office has no comments in regards to the application.

Fire

- All requirements under a Change of Use permit from the Building Department are to be complied with
- A fire safety plan is required to be developed and submitted to the NCFD Fire Prevention Officer for review and approval prior to occupancy
- If electric vehicle charging or battery storage infrastructure (Tesla wall, etc.) is being provided please notify NCFD.

Engineering

Engineering has reviewed the proposed OPA and ZBA and have no comments or concerns with the proposed change in use from a technical perspective. The proposal adds no new buildings and does not result in any alteration to the site – merely permitting a use within the building that is currently not permitted.

GIS

Norfolk GIS has no requirements at this time.

Mississaugas of the Credit First Nations

This letter is to confirm receipt of the project-related correspondence sent by the County of Norfolk, on July 30, 2025, regarding 105 Donly Drive South, Simcoe.

The Mississaugas of the Credit First Nation (MCFN) are the Treaty Holders of the land on which the proposed gymnastics club will take place. Specifically, the project is located on the Between the Lakes Treaty No. 3 of 1792. The MCFN holds Indigenous and Treaty Rights specific to the project location and its environs, which may be

adversely impacted by it. The Department of Consultation and Accommodation (DOCA) is designated by the MCFN to handle consultation matters on its behalf.

The DOCA consultation team has filed the project-related correspondence identified above. We have no questions or comments for you at this time. This does not indicate a position of support for the project, that the Duty to Consult and Accommodate the MCFN has been met, or that there are no adverse impacts to the MCFN's Indigenous and Treaty Rights.

DOCA expects to be notified of any and all future project updates and/or changes. Additionally, DOCA must be notified of, invited to participate in, and provided the opportunity to review any environmental and/or archaeological assessments. At its discretion, DOCA may request capacity funding from the proponent for its consultation and engagement activities relating to the project.

If you have any questions for the DOCA consultation team, please feel free to contact us.

Six Nations of the Grand River

Comments pending.

Agreement Administrator

I look forward to working with you to register an agreement as part of your site plan application.

Canada Post

Please be advised that Canada Post does not have any comments on this application for a zoning change as this will not affect mail delivery.

Finance

Finance has no comments on this application at this time.

ATTACHMENT D

Public Comments

No public comments have been received at this time.



The Corporation of Norfolk County

By-Law 2025-XX

Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as WDH CON 5 PT LOT 3 RP 37R199 PT PART 1 Norfolk County.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended;

And whereas this By-Law conforms to the Norfolk County Official Plan.

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by amending the zoning of the subject lands identified on Map A (attached to and forming part of this By-Law) from General Industrial (MG) Zone to General Industrial (MG) Zone with special provision 14.1107;
2. That Subsection 14 Special Provisions is hereby further amended by adding new 14.1107 as follows:

14.1107 In addition to the uses *permitted* in the MG Zone, a gymnastics club shall be *permitted* in accordance with the corresponding provisions of the MG Zone.

3. That this By-Law shall become effective upon final approval of the related Amendment number 167 to the Norfolk County Official Plan.

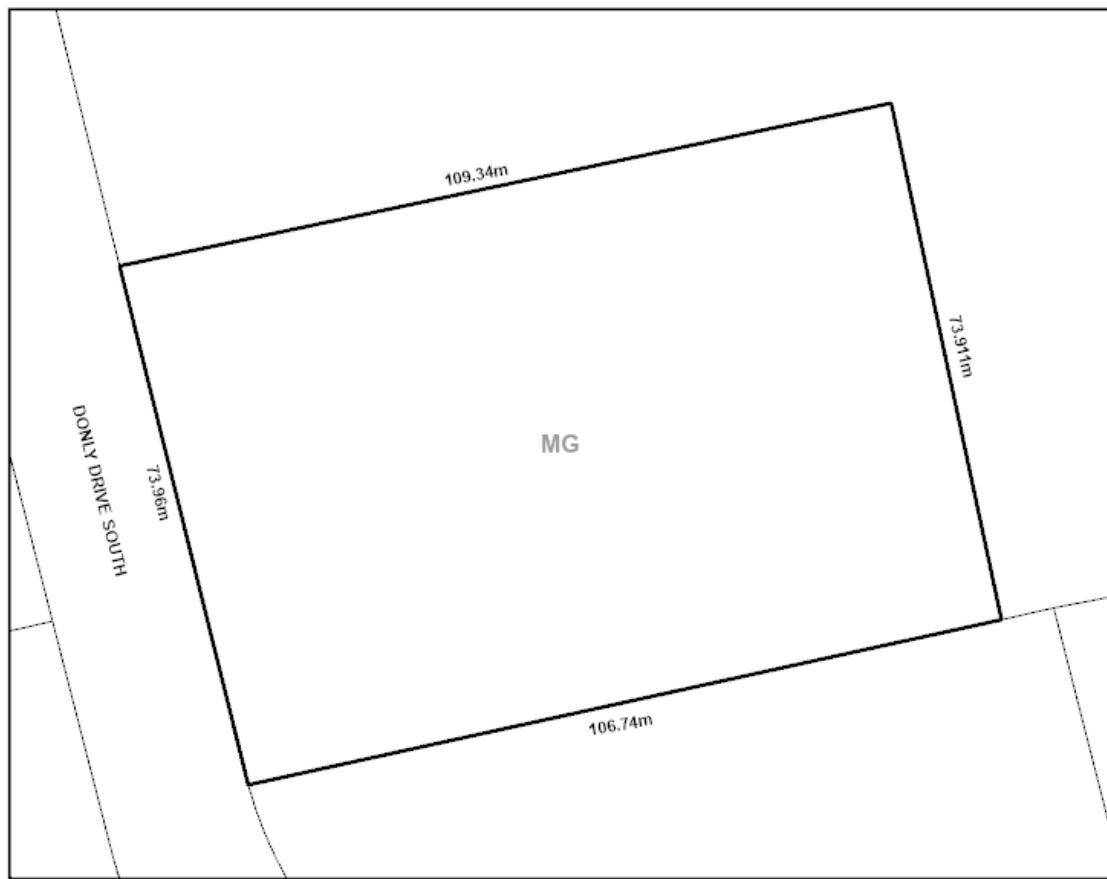
Enacted and passed this _____ day of _____, 2025.

Mayor: A. Martin

County Clerk: W. Tigert

MAP A
ZONING BY-LAW AMENDMENT
NORFOLK COUNTY

In the Urban Area of
SIMCOE



LEGEND



ZONING BY-LAW 1-Z-2014

(H) - Holding

MG - General Industrial Zone



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This is MAP A to Zoning By-law _____ Passed the _____ day of _____.

Mayor: A. Martin

Clerk

**Explanation of the Purpose and Effect of
By-Law 2025-xx**

This by-law affects a parcel of land described as WDH CON 5 PT LOT 3 RP 37R199 PT PART 1, known as 105 Donly Drive South, Norfolk County.

The purpose of this By-law is to change the zoning on the subject lands from General Industrial (MG) Zone to General Industrial (MG) Zone with a special provision to allow a gymnastics club as a permitted use.

Applicant Annex Business Media Inc.
File Number ZNPL2025202
Report Number CDS-25-062
Assessment Roll Number: 3310401015404200000



The Corporation of Norfolk County

By-Law **XX-OP-2025**

Being a By-Law to Adopt Amendment Number 167 to the Norfolk County Official Plan in respect of lands described as WDH CON 5 PT LOT 3 RP 37R199 PT PART 1, in the name of Annex Business Media Inc.

Whereas the Council of The Corporation of Norfolk County has considered an amendment to the Norfolk County Official Plan in accordance with the provisions of the Planning Act, R.S.O. 1990, c.P.13 as amended, Sections 17, 21 and 22;

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That amendment number 167 to the Norfolk County Official Plan as set out in the text and Schedule "A" attached hereto is hereby adopted.
2. That the effective date of this By-Law shall be the date of passage thereof.

Enacted and passed this _____ day of _____, 2025.

Mayor: A. Martin

County Clerk: W. Tigert

Amendment Number 167 to the Norfolk County Official Plan

Part A: Preamble to the Amendment

The purpose of amendment number 167 to the Norfolk County Official Plan is to allow a gymnastics club as a permitted use in the Protected Industrial designation.

Location of the Lands Affected

As shown on the attached ‘Schedule “A”’, the subject lands are located on WDH CON 5 PT LOT 3 RP 37R199 PT PART 1, known as 105 Donly Drive South.

Basis of the Amendment

This amendment is consistent with the Provincial Planning Statement, 2024.

Part B: The Amendment

That the Norfolk County Official Plan is hereby amended as follows:

Map Schedule Amendment

That Schedule B, Land Use, in the Norfolk County Official Plan is further amended by identifying all the lands shown as the subject lands on ‘Schedule “A”’ attached to and a part of this amendment with site specific policy number 7.12.3.12.

Text Amendment

That the following site specific policy area be added to Section 7.12 Protected Industrial Designation:

7.12.3.12 – Simcoe Gliders Site Specific Policy Area

On land designated Protected Industrial – Site Specific Policy Area 7.12.3.12 on Schedule “B” to this Plan, in addition to the uses permitted, a gymnastics club shall be permitted.

Part C: Additional Information

This document will be implemented by Norfolk County enacting an appropriate amendment to the Norfolk County Zoning By-Law 1-Z-2014.

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
SIMCOE



LEGEND

Subject Lands

Official Plan Designations

Urban Residential	Parks & Open Space	Urban Area Boundary
Protected Industrial		



1:1,624

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