

Summary of Comments

A-2026-018

908 Lockhart Rd



COMMITTEE OF ADJUSTMENT MEMORANDUM

APPLICATION NUMBER: A-2026-018

MEETING DATE: July 16, 2026

TO: Sarah Burton Hopkins
Secretary Treasurer Committee of Adjustment

FROM: Ingrid Li, Development Planner

SUBJECT: Minor variance application seeking relief from Section 3.35 of the Zoning By-law 080-13 to decrease the required minimum number of parking spaces from 70 parking spaces to 50 parking spaces for a replacement of the existing community clubhouse

PROPERTY INFORMATION:

Municipal Address	908 Lockhart Rd
Legal Description	INNISFIL CON 11 S PT LOT 25 RP 51R23381 PARTS 2 AND 3 PT; PART 1
Official Plan	Retirement Residential Area, Neighbourhood Commercial Area, and Key Natural Heritage Features & Key Hydrologic Features (Schedule B5)
Zoning By-law	Residential Special Community (RSC) and Commercial Neighbourhood (CN)

RECOMMENDATION:

The Planning Department recommends approval of A-2026-018, subject to the following conditions:

CONDITIONS:

1. That the variances only apply to the submitted drawings and that any future development of the lands be subject to the Zoning Bylaw.
2. Should tree removal be required for the proposed development, a tree preservation/planting plan shall be prepared to the satisfaction of the Town, proposing tree compensation and replacement rates for any trees to be removed, and location of new trees and tree protection measures during construction.

REASON FOR APPLICATION:

The applicant is proposing to demolish the existing clubhouse and replace it with a new clubhouse with an increased gross floor area. The clubhouse is considered a banquet hall under the Zoning Bylaw, which requires one parking space per 10 square metres of gross floor area. Due to the

increased ground floor area, additional parking spaces are required. Therefore, the applicant is seeking relief from Section 3.35.1.1(i) of the Zoning By-law with respect to the deficient parking spaces, as listed below.

Application Number	By-law Section	By-law Requirement	Proposed	Difference
A-2026-018	Section 3.35.1.1(i)	Minimum Parking Spaces: 70	50 spaces (existing 47 spaces)	20 spaces

SURROUNDING LANDS:

North	Agricultural and forested lands
East	Single-detached residential area zoned R1
South	Residential area
West	Agricultural and forested lands

ANALYSIS:

Site Inspection Date	June 24, 2026
Maintains the purpose and intent of the Official Plan: ☒ Yes ☐ No	The subject lands are designated Retirement Residential Area, Neighbourhood Commercial Area and Key Natural Heritage Features & Key Hydrologic Features (KNHF & KHF) on Schedule B5 to the Town of Innisfil Official Plan and is within the settlement area of Sandy Cove, which is considered an urban settlement area by the Official Plan. The proposed development is entirely within the Retirement Residential Area designation. Section 10.6.2 of the Official Plan identifies a range of on-site accessory passive and active recreational opportunities as permitted uses within this designation. Section 10.6.1 states that the recreational retirement community is intended to provide a safe, secure and low maintenance setting with a broad range of recreational opportunities and facilities. The clubhouse will continue to function as an on-site accessory recreational amenity that supports the retirement residential community by providing indoor space for recreational, social and community activities. Section 10.6.8 of the Town of Innisfil Official Plan recognizes the importance of providing accessible community spaces within retirement residential developments to facilitate social interaction. The proposed replacement clubhouse will continue to provide an accessible indoor community space serving the retirement residential community. Section 10.6.9 states that all commercial uses shall provide adequate on-site parking facilities and shall be buffered by planting and by substantial spatial separation from adjoining residential uses. The proposed replacement clubhouse will generally be located in the same area as the existing clubhouse and will maintain similar separation distances from surrounding residential uses. As such, the proposal is not anticipated to result in any additional land use

	compatibility impacts on the surrounding residential neighbourhood. The applicant has noted in the Planning Justification Letter that “the site in and around the existing and new clubhouse location is fully developed and there is no room to expand the existing off-street parking area without significant changes to the site which would be detrimental to the community overall.” The applicant acknowledges that the proposed clubhouse is subject to the banquet hall parking standard under the Zoning By-law. However, they note that the clubhouse functions as a private community amenity for Sandy Cove Acres rather than a typical public banquet hall. The facility is intended primarily for residents and is not rented to the general public. As such, many residents are able to walk to the clubhouse or utilize short drop-off and pick-up routines, reducing the need for on-site parking spaces. Although the proposed clubhouse has a larger gross floor area, the day-to-day occupancy and usage are not expected to change significantly, as the main multi-purpose room will remain the same size as the existing clubhouse. The increase in building area is primarily due to meeting current Ontario Building Code accessibility requirements rather than accommodating additional occupants. Section 11.1. 24 states that Zoning provisions for parking may take into consideration the potential for shared parking between different uses, availability of transit within short walking distance and the proximity of public parking. The off-site parking requirements may also be reduced for the corresponding on-street parking provided. The development includes mitigating measures, including nearby designated visitor parking spaces within the community and the re-striping of the existing non-complying parking spaces to meet the minimum parking space dimension required by the Zoning By-law. Considering the above, Staff are of the opinion the application conforms to the Town of Innisfil Official Plan, subject to the recommended conditions.
Maintains the purpose and intent of the Zoning By-law: ☒Yes ☐No	The subject lands are zoned Residential Special Community (RSC) and Commercial Neighbourhood (CN) in Zoning By-law 080-13, as amended. The proposed development is within the RSC zone, where a clubhouse is permitted as an accessory use (meeting halls). Section 2.21 defines Banquet Hall as premises used for the gathering together of a number of persons for charitable, civic, cultural, educational, fraternal, religious, recreational, social or like purposes, and may include facilities for the preparation and consumption of food or drink. The proposed replacement banquet hall is considered as banquet hall based on the definition. Section 3.35.1.1 (i) of the Zoning Bylaw requires minimum one parking space per 10 square metres of gross floor area. The replacement clubhouse has a GFA of 697 m², which requires a minimum of 70 parking spaces. There is existing 47 parking spaces, including 3 accessible parking spaces serving the clubhouse. The proposal will retain the existing

	parking spaces and add an additional 3 parking spaces, resulting in a total of 50 parking spaces. The 50 parking spaces will include 4 new accessible parking spaces (2 type A and 2 type B), and 1 of which will be located close to the new clubhouse building. In addition, all existing non-complying parking spaces will be brought into compliance with the minimum parking space dimensions in accordance with section 3.35.2 and section 3.35.3 of the Zoning Bylaw. The intent of the zoning by-law for requiring a minimum number of parking spaces is to ensure an adequate number of parking spaces are provided for the uses on the site and to minimize potential impacts on surrounding lands. The proposal includes the replacement of an existing clubhouse that will continue to serve the Sandy Cove Acres community. As noted, the practical occupancy of the new clubhouse is not expected to increase significantly given the size of the main multi-purpose room will remain unchanged; therefore, the replacement clubhouse is not anticipated to result in a significant increase in parking demand. In addition, many residents are able to walk to the clubhouse or utilize short drop-off and pick-up activity, reducing the demand for on-site parking. Staff acknowledge that there are additional visitor parking spaces available within the community to offset the proposed off-street parking deficiency. Furthermore, the proposal is in compliance with all other zoning standards and will bring all existing non-complying parking spaces into compliance with the applicable requirements of the Zoning By-law. Given that the clubhouse will continue to operate as a private community amenity and the replacement clubhouse will be located in generally the same location as the existing building, Staff are of the opinion that the proposal is not anticipated to result in adverse impacts on surrounding lands. In consideration of the above and the existing site constraints, the requested variance maintains the purpose and intent of the Zoning By-law, subject to the proposed conditions.
The variance is desirable for the appropriate/orderly development or use of the land: ☒Yes ☐No	In the opinion of Staff, the variance is considered desirable for appropriate/orderly development or use of the land, subject to the proposed conditions. The proposed development does not introduce a new use and will continue to serve the Sandy Cove Acres community through the replacement of the existing clubhouse. The proposed reduction in parking spaces is not anticipated to result in adverse impacts on the surrounding area.
The variance is minor in nature: ☒Yes ☐No	To determine whether a variance is minor in nature, it is important to consider the impact the variance would have on adjacent lands. While the reduction in parking spaces is proposed, the practical impact of the variance is limited given that the proposed replacement clubhouse is not expected to generate additional day-to-day occupancy or parking demand. As discussed above, the proposal is not anticipated to result in adverse impacts on the surrounding area. Staff are of the opinion that the variance is minor in nature.

CONCLUSION:

The Planning Department recommends approval of application **A-2026-018** , subject to the proposed conditions

PREPARED BY:

Ingrid Li
Development Planner

REVIEWED BY:

Steven Montgomery, MCIP, RPP
Supervisor of Development Planning



Building Department

MEMORANDUM TO FILE

DATE: July 9, 2026

FROM/CONTACT: Jocelyn Penfold ex 3506 jpenfold@innisfil.ca

FILE/APPLICATION: A-2026-018

SUBJECT: 908 Lockhart Rd.

Comments to applicant/owner for information purposes (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval)

1. No comments

Condition of Approval (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application.)

1. No comments.



Engineering

MEMORANDUM TO FILE

DATE: July 16, 2026

FROM/CONTACT: Adil Khan ex 3244 akhan@innisfil.ca

FILE/APPLICATION: A-018-2026

SUBJECT: 908 Lockhart Road

Comments to applicant/owner for information purposes (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval):

1. No comment.

Condition of Approval (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application. For example: The applicant/owner shall apply for a building permit for the construction of a new dwelling to the satisfaction of Community Development Standards Branch)

1. No comment.

MEMORANDUM TO FILE

DATE: July 9, 2026
FROM/CONTACT: Darren Smith, darrens@innpower.ca
FILE/APPLICATION: A-2026-018
SUBJECT: 908 LOCKHART RD

Comments to applicant/owner for information purposes (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval):

Proposed new building will require submitting a new service request. Potential underground assets will be required to be relocated prior to construction. Locates will also be required prior to construction to identify all underground assets. Contact eng@innpower.ca or visit <https://innpower.ca/construction-and-development/pages/engineering-operations>.



MEMORANDUM TO FILE

DATE: July 7th, 2026

FROM/CONTACT: Thomas Steube-Chapman, InnServices

FILE/APPLICATION: A-2026-018 908 Lockhart Road

SUBJECT: Minor Variance Application for 908 Lockhart Road – InnServices Comments and Conditions

Comments to applicant/owner for information purposes:

None.

Condition of Approval:

None.