



Planning Report

To: Council of the Municipality of Brockton

From: Amy Rogers, Planner

Date: November 25, 2025

Re: Zoning By-law Amendment - Z-2025-058 (McKague)

Recommendation:

That Council approve Zoning By-law Amendment Z-2025-058 by and the necessary by-law be forwarded to Council for adoption.

Summary:

The application proposes to rezone the subject property from Hamlet Commercial 'HC' to Hamlet Commercial Special 'HC-8'. If approved, this will permit up to four accessory apartment dwelling units in addition to commercial uses in the existing building.

The subject property has a civic address of 4 Concession 10 Greenock, and is located at the northwest corner of Concession 10 and Queen Street in the community of Cargill. It is surrounded by commercial and residential land uses.

Airphoto



4 CONCESSION 10 GREENOCK
CON A PT LOT 24 (Greenock Township)
Municipality of Brockton
Roll Number: 410431000236600

Site Plan

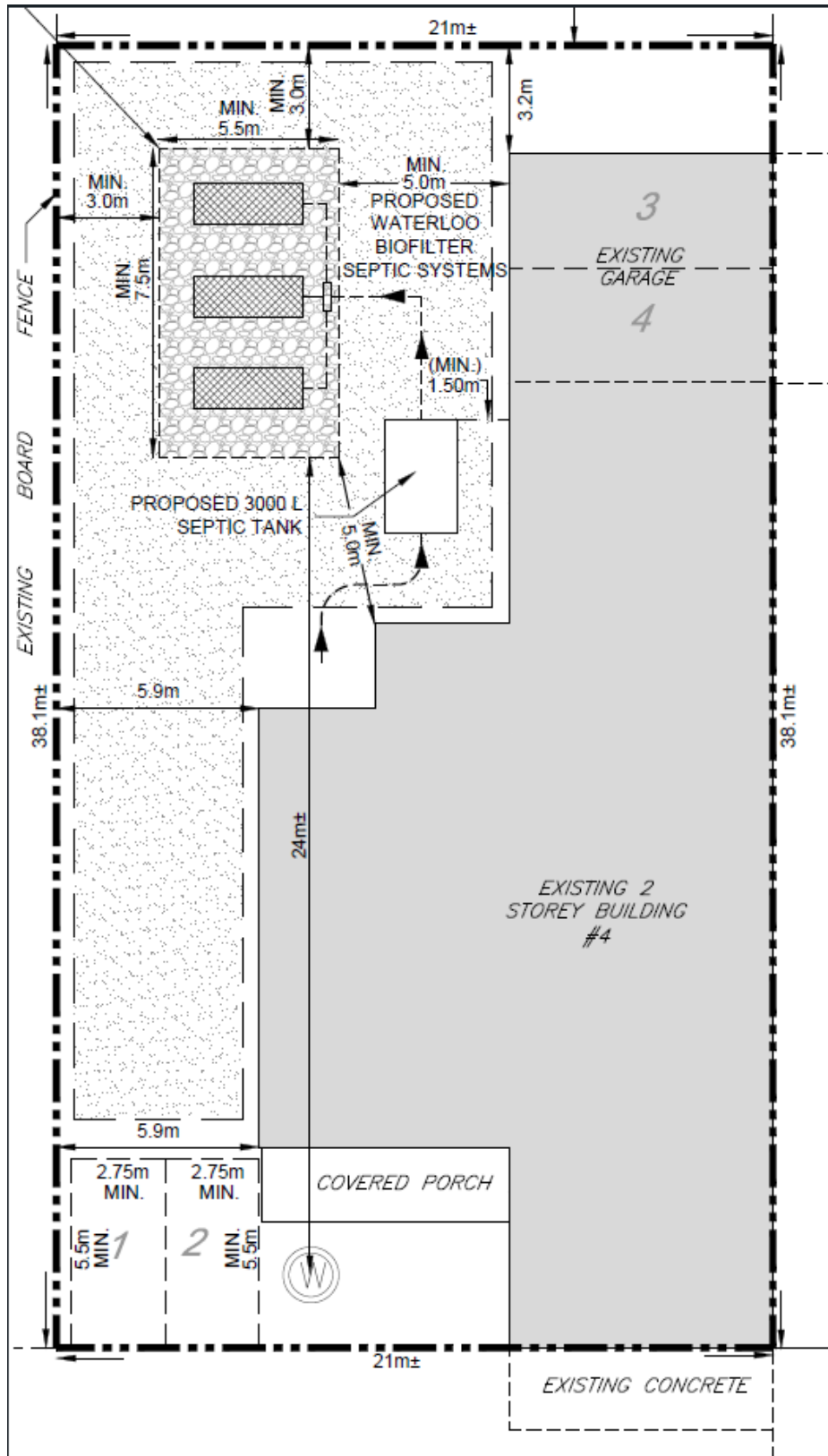


Image of the Existing Structure



Planning Analysis:

The following section provides an overview of the planning considerations that were factored into the staff recommendation for this application, including relevant agency comments (attached), and planning policy sections.

Mixed Use Development in Hamlet Commercial Areas

The subject property is designated Hamlet Community in the Bruce County Official Plan. The Bruce County Official Plan permits commercial and residential uses in the Hamlet designation.

The Bruce County Official Plan requires that development in Hamlet areas is phased and compact, preserves the historical character of the community, minimize impacts to environmentally sensitive areas, and development on private services is in accordance with the appropriate approval authority.

The proposed development makes use of an existing building within the Cargill community, and redevelopment will be primarily contained within the existing structure which will preserve the historical character. The site contains no environmentally sensitive features, and private servicing can be achieved. The proposal to convert the residential portion of the existing structure to accommodate up to four (4) 1-bedroom apartment units is consistent with the development policies for Hamlet areas.

The existing building was constructed circa 1900, predating the current land use planning framework. The existing building appears to be designed to include a traditional general store, with an attached dwelling unit, likely intended to accommodate the owner/operator of the general store.

The Hamlet designation does not explicitly permit a combination of residential and commercial uses in the same structure. However, the plan does recognize the intent to preserve the historical character of buildings. The historical mixed residential and commercial use of the existing structure supports the conclusion that an amendment to the Bruce County Official Plan is not required.

Archaeological Potential

The subject property is within areas of high archaeological potential as identified within the Bruce County screening maps. These areas are consistent with the Ontario Ministry of Tourism and Culture Criteria for Evaluating Archaeological Potential. The provincial requirements under the Planning Act require the protection of archaeological resources that may be present as part of an application.

The subject property has a lot area of +/-775 m², with approximately 60% of the lot covered by the existing building. It is assumed that the remainder of the lot has likely experienced deep geological disturbance through previous installation and servicing of sewage holding tanks, and parking areas.

Through consultation with the Saugeen Ojibway Nation (SON), it was determined that an archaeological assessment of the property was not required as part of a complete application.

Cultural Heritage

The policies of the Official Plan encourage the conservation of land, buildings and sites of historic, architectural, and archaeological value. Restoration and conservation of the historical, cultural, and architectural assets of the County are encouraged.

It is confirmed that the subject property is not included on the Ontario Heritage Act Register. The Clerk for the Municipality of Brockton has also confirmed that there are no local by-laws protecting any heritage features associated with this property.

The application proposes to redevelop the interior space that has historically been used for residential purposes of the existing building. The proposed development plans to convert the

existing residential space from a single-family arrangement to four (4) 1-bedroom apartment units. There are no proposed changes to the commercial portion of the existing building.

The adaptive reuse of an existing structure supports the restoration and conservation of architectural assets within the County.

Water and Sewer Services

The subject property is located in the community of Cargill, where there are no municipal water or sewer services available. The subject property will be serviced by a private on-site well and sewage disposal system.

The Zoning By-law establishes a minimum lot area of 0.5 hectares (5,000 m²) for sites on fully private services in the Hamlet Commercial zone. The subject property is an existing lot of record, and the undersized lot area of +/-775 m² is recognized by the By-law.

As part of a complete application, the applicant has provided an application for a septic system, submitted by a qualified designer, that shows a daily sanitary sewage flow rate of 3,000 L/day can be achieved. Daily sanitary sewage flow rates are determined and enforced through the Ontario Building Code based on occupancy and the number of fixture units. How sanitary sewage flow rates are allocated between the residential and commercial uses will be determined through the Building Permit process.

The Chief Building Official for the Municipality of Brockton has confirmed that the site plan provided by the applicant as part of a complete application shows that the septic system can achieve conformance with the Ontario Building Code.

Snow Clearing and Storage

Snow clearing and storage has been identified as an historical issue by Municipal staff. It is common to see historic buildings, particularly in commercial areas of Hamlet communities, to be constructed right to the lot lines. Buildings with zero metre yard setbacks can struggle with the realities of winter maintenance with limited areas to store snow that naturally falls on the property.

The applicant has identified that a private snow clearing company has been retained to clear snow that naturally falls on the parking and walkway areas of the subject property. Snow that naturally falls on the subject property may also be stored in the side and rear yard on the subject property.

Zoning By-law

The Bruce County Official Plan recognizes that there will be a limited amount of growth in Hamlet communities, such as Cargill. Hamlet communities function as local service centres that accommodate a limited range of residential, economic, and social services than those that are provided by the Primary or Secondary Urban communities.

As such, the Brockton Zoning By-law limits residential uses in the Hamlet Commercial zone to a 'dwelling, accessory apartment' exclusively for the use of the owner or a manager of a 'hotel/motel', or a 'dwelling, single detached' that existed prior to the passing of the By-law.

The proposed Zoning By-law Amendment recommends adding up to four (4) 'dwelling, accessory apartment' units to the permitted uses as a site-specific amendment.

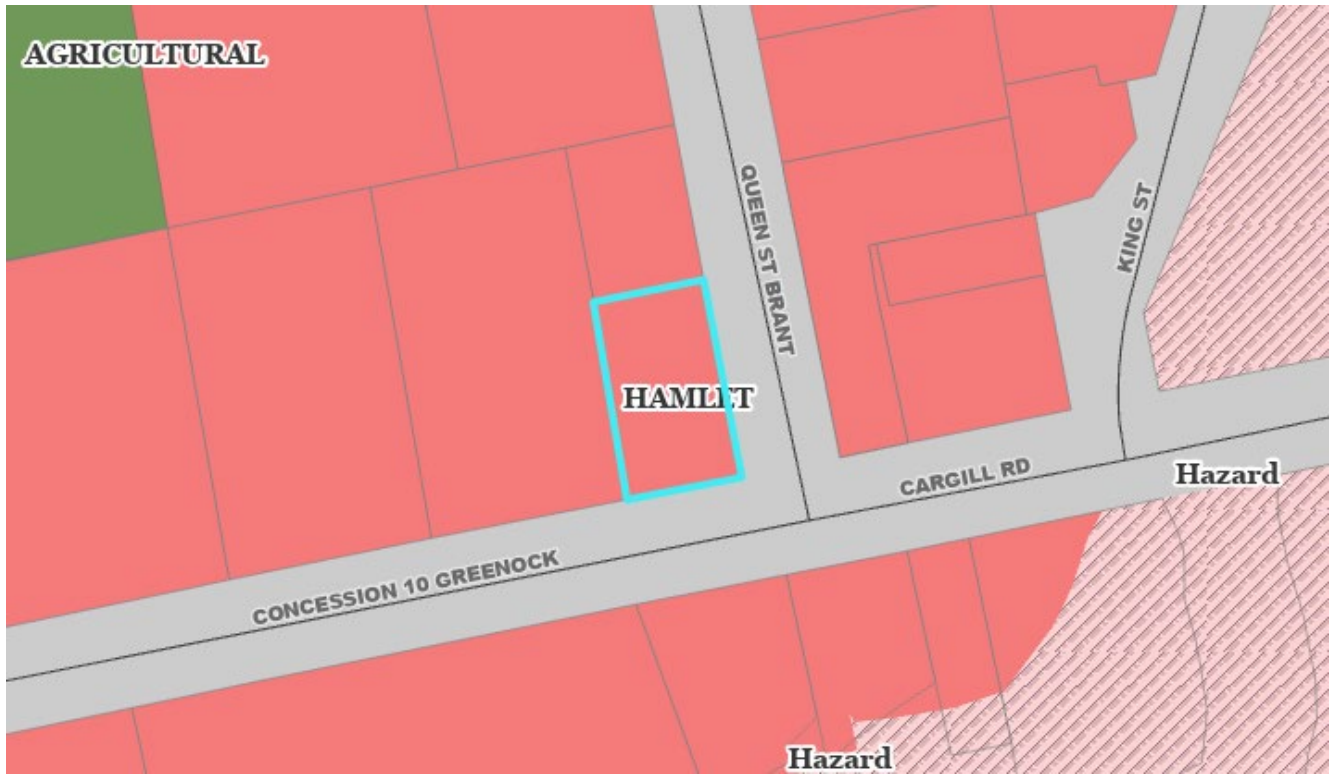
The Zoning By-law requires a minimum of one (1) off-street parking space per accessory apartment unit. This provision is in place to ensure that overnight parking needs can be accommodated on-site as overnight street parking is not permitted in Cargill. The applicant has provided a site plan that demonstrates that four (4) parking spaces can be achieved on-site.

The subject property and existing building do not meet, and is legal non-conforming to, the Zoning By-law requirements for lot area, lot frontage, lot coverage, or yard setbacks. It is proposed to recognize the existing building and structures as complying with the By-law. All future buildings and structures, or additions to existing buildings and structures, will be required to comply with the By-law.

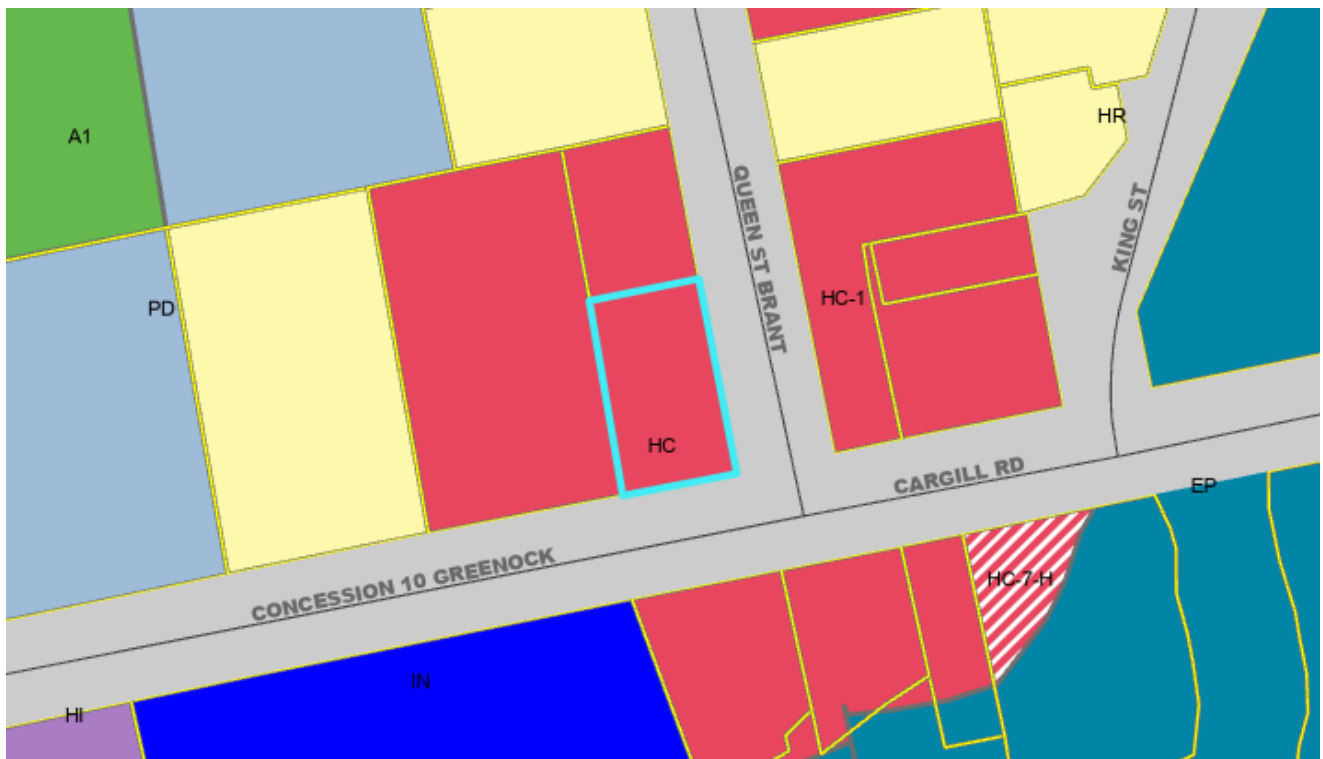
Appendices

- County Official Plan Map
- Local Zoning Map
- Agency Comments
- Public Comments
- Public Notice

County Official Plan Map (Designated Hamlet Community)



Local Zoning Map (Zoned Hamlet Commercial 'HC')



Agency Comments

Municipality of Brockton: Snow clearing challenges have been identified for this property already in previous years. The Applicant will need to provide a plan for parking and snow-clearing.

Saugeen Valley Conservation Authority: No objections. Provided in full below.

Saugeen Ojibway Nation (SON): Do not require an archaeological assessment to be conducted for this property. If any archaeological resources are recovered, please let SON know.

Public Comments

One member of the public called to express support for the proposed development.

SENT ELECTRONICALLY: AMRogers@brucecounty.on.ca and bcplwa@brucecounty.on.ca

November 11, 2025

County of Bruce Planning & Development Department
30 Park Street
Walkerton, Ontario N0G 2V0

ATTENTION: Amy Rogers, Planner

Dear Amy Rogers,

RE: Proposed Zoning By-law Amendment Z-2025-058
4 Concession 10
Roll No. 410431000236600
Part lot 24 Concession A
Geographic Township of Greenock
Municipality of Brockton

The above-noted application has been received by the Saugeen Valley Conservation Authority (SVCA) in accordance with the Mandatory Programs and Services Regulation (Ontario Regulation 686/21) made under the *Conservation Authorities Act* (CA Act). SVCA staff have reviewed the proposal for consistency with SVCA's environmental planning and regulation policies (https://www.saugeenconservation.ca/en/permits-and-planning/resources/Environmental-Regulations/January-2019-Consolidated-Manual_Interim.pdf) made in conformance with the Provincial Planning Statement, CA Act, O. Regulation 41/24, and associated provincial guidelines. Where a Memorandum of Agreement (MOA) exists between a planning partner and the SVCA, staff have reviewed the application for conformity with the natural hazard policies of the County of Bruce Official Plan (OP).

The purpose of the application is for a Zoning By-law Amendment. It is proposed to rezone the property from Hamlet Commercial 'HC' to Hamlet Commercial Special 'HC-8'. If approved, this will permit up to four accessory apartment dwelling units in addition to commercial uses in the existing building.

Summary

SVCA staff find the application acceptable. The subject property does not contain any floodplains, watercourses, shorelines, wetlands, valley slopes or other natural hazard features of interest to SVCA

Z-2025-058

November 11, 2025

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or environmental features as per our MOA with the County of Bruce. As such, it is the opinion of SVCA staff that the application is consistent with the Natural Hazard policies of the Provincial Policy Statement (PPS, 2024) and the County of Bruce OP. Additionally, the property is not in a SVCA regulated area, and therefore, a permit from the SVCA is not required for development activities related to the applications.

Please inform this office of any decision made by the County of Bruce regarding the application. We respectfully request to receive a copy of the decision and notice of any appeals filed.

Should you have any questions, or require this information in an accessible format, please contact the undersigned.

Sincerely,

Michael Oberle
Environmental Planning Technician
Saugeen Conservation
MO/

cc: Fiona Hamilton, Clerk, Municipality of Brockton (via email)



County of Bruce
Planning & Development Department
30 Park Street, Box 848
Walkerton, ON N0G 2V0
brucecounty.on.ca
226-909-5515



October 21, 2025

File Number: Z-2025-058

Public Meeting Notice

You're invited:

On-line Public Meeting

to consider Zoning By-Law Amendment / file # Z-2025-058

November 25, 2025, at 7:00 p.m.

**County Council Chambers, 30 Park Street, Walkerton ON
N0G 2V0**

A change is proposed in your neighbourhood: The purpose of this application is for a Zoning By-law Amendment. It is proposed to rezone the property from Hamlet Commercial 'HC' to Hamlet Commercial Special 'HC-8'. If approved, this will permit up to four accessory apartment dwelling units in addition to commercial uses in the existing building.



4 CONCESSION 10
GREENOCK

CON A PT LOT 24
(Greenock Township)

Municipality of Brockton

Roll Number:
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Learn more

Additional information about the application is available online at <https://www.brucecounty.on.ca/active-planning-applications>. Information can also be viewed in person at the County of Bruce Planning Office noted above, between 8:30 a.m. and 4:30 p.m. (Monday to Friday).

The Planner on the file is: Amy Rogers

Have your say

Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and Council Agenda. Comments received after November 11, 2025 may not be included in the Planning report but will be considered if received prior to a decision being made, and included in the official record on file.

Before the meeting: You can submit comments by email bcplwa@brucecounty.on.ca, mail, or phone (226-909-5515) if you have any questions, concerns or objections about the application. Comments will be provided to the Council for its consideration.

How to access the public meeting

For information on how to participate in the public meeting, please visit the municipal website at www.brockton.ca under "Current Council Meeting Agenda".

Please contact the Municipality at fhamilton@brockton.ca or 519-881-2223 if you have any questions regarding how to participate in the meeting.

Stay in the loop

If you'd like to be notified of the decision of the approval authority on the proposed application(s), you must make a written request to the Bruce County Planning Department.

Notice to Landlords

If you are a landlord of lands containing seven (7) or more residential units, please post a copy of this notice in a location that is visible to all the residents.

Know your rights

Section 34(11) of the [Planning Act](#) outlines rights of appeal for Zoning By-law Amendment applications.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Municipality of Brockton to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Brockton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Municipality of Brockton before the by-law is passed, 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.

Please note that third parties (anyone who is not a specified person or public body) do not have the right to appeal a decision to the Ontario Land Tribunal.

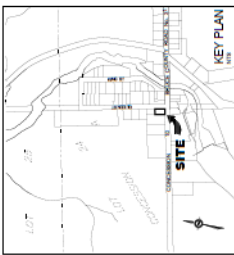
For more information please visit the Ontario Land Tribunal website at <https://olt.gov.on.ca/appeals-process/>.

Site Plan (Overview)

CAUTION: THIS PLAN IS FOR INFORMATION ONLY AND IS NOT TO BE USED FOR CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL DIMENSIONS AND LOCATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

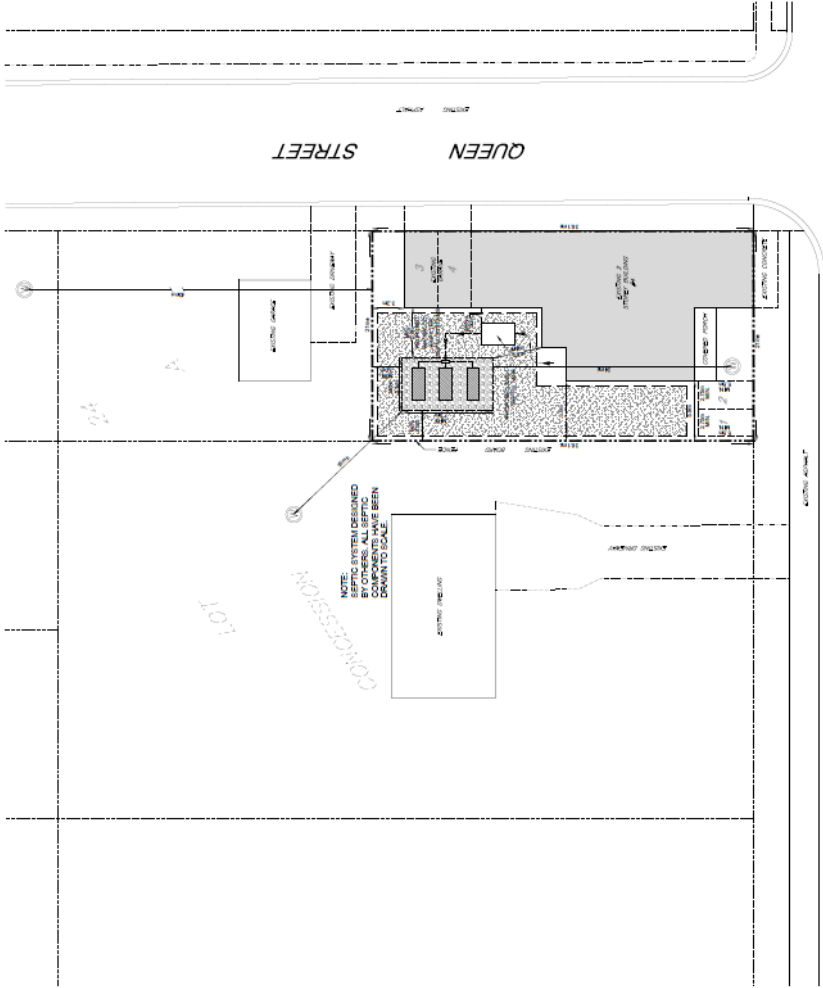


<p>COBIDE ENGINEERING 147 YORK STREET, BROCKTON, MA 01909 TEL: 508-685-1111</p>	
<p>No. 4 CONCESSION ROAD No. 10 PART OF LOT 24 CONCESSION A GEOGRAPHIC TOWNSHIP OF GREENOCK MUNICIPALITY OF BROCKTON SITE PLAN</p>	
DATE:	JAN 2022
PROJECT:	1302B-SFP1
SCALE:	AS SHOWN
DESIGNED BY:	COBIDE ENGINEERING
CHECKED BY:	COBIDE ENGINEERING
APPROVED BY:	COBIDE ENGINEERING
DATE:	JAN 2022
PROJECT:	1302B-SFP1



LEGEND

- 1. EXISTING PROPERTY BOUNDARY
- 2. PROPOSED PROPERTY BOUNDARY
- 3. EXISTING DRIVEWAY
- 4. PROPOSED DRIVEWAY
- 5. EXISTING SEWER LINE
- 6. PROPOSED SEWER LINE
- 7. EXISTING WATER MAIN
- 8. PROPOSED WATER MAIN
- 9. EXISTING UTILITY
- 10. PROPOSED UTILITY



CONCESSION 10 CARGILL ROAD

Site Plan (Detailed)

