

**NOTICE OF THE PASSING  
OF AN UPDATE TO THE COMPREHENSIVE ZONING BY-LAW  
FOR THE TOWN OF PETROLIA**

TAKE NOTICE, that the Council of the Town of Petrolia passed By-law No. 43 of 2024 on the 15<sup>th</sup> day of October, 2024

**APPEALS** to the Ontario Land Tribunal in respect of the By-law may be made by filing with the Clerk of the Town of Petrolia a written notice of appeal, **not later than the 5<sup>th</sup> day of November, 2024**, setting out the reasons for the appeal and accompanied by the Ontario Land Tribunal fee made payable to the Minister of Finance.

**IF A PERSON** or public body did not make oral or written submissions to the Town of Petrolia before the by-law was passed; the person or public body is **not entitled to appeal** the By-law to the Local Planning Appeal Tribunal. **Only individuals**, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

**No person** or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to Town of Petrolia Council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party.

**A COMPLETE COPY** of the By-law is available for inspection by visiting [www.petrolia.civicweb.net](http://www.petrolia.civicweb.net), or in person during regular office hours at the Town of Petrolia Municipal Office. An email copy of the By-Law may also be requested by contacting the Clerks Office directly. Phone: 519-882-2350 or email [clerksdepartment@petrolia.ca](mailto:clerksdepartment@petrolia.ca)

NO KEY MAP required as amendment effects municipality overall

The purpose of this By-law is to:

1. By-law 63 of 2017 is hereby amended by adding the following to Section 2 – Definitions:

“Additional Dwelling Unit” (also known as Additional Residential Units) means a dwelling unit authorized by the *Planning Act* that is ancillary or subordinate to the main dwelling unit on a property. It may be contained in a single detached, semi-detached, street townhouse, townhouse or triplex dwelling or an associated accessory building.”

2. By-law 63 of 2017 is hereby amended by adding the following to Section 2 – Definitions:

“Short Term Vacation Rental” means all or part of a legally established dwelling unit that operates or offers a place of temporary residence, lodging or occupancy by way of a rental agreement or similar commercial transaction for a period of less than twenty-eight (28) consecutive nights throughout all or any part of a calendar year.”

3. By-law 63 of 2017 is hereby amended by replacing the definition of “Single Detached Dwelling” in Section 2 – Definitions as follows:

“**SINGLE-DETACHED DWELLING**” shall mean a detached dwelling on a lot containing only one (1) dwelling unit or containing one Dwelling Unit plus an Additional Dwelling Unit established under Section 4.9 of this By-law.

4. By-law 63 of 2017 is hereby amended by adding text to section 4.3.1 (b) as follows:

“b) Any building used for human habitation, except in accordance with section 4.9.”

5. By-law 121 of 2012 is also hereby amended by deleting the following from Section 2 – Definitions.

“Converted Dwelling”.

6. By-law 63 of 2017 is also hereby amended by deleting and replacing section 4.9 as follows:

**“4.9 Additional Dwelling Units**

In those zones where Single Detached, Semi-detached, Street Townhouse, Townhouse or Triplex dwellings are permitted, the addition of Additional Dwelling Units is subject to the following provisions:

Number and location of Additional Dwelling Units

- a) The maximum number of Additional Dwelling Units on any parcel shall not exceed two (2) in total as per the following combinations:

- (i) Two (2) Additional Dwelling Units are Permitted within the primary dwelling, or

- (ii) One (1) Additional Dwelling Unit is Permitted within the primary dwelling, and One (1) Additional Dwelling Unit is Permitted in an Accessory Building that is secondary to the primary dwelling which can be:

- A) Attached to or above the Accessory Building; or

- B) In a stand-alone Accessory Building not containing a Private Garage.

Parking for Additional Dwelling Units

- b) One parking space is required for each Additional Dwelling Unit.

c) All parking spaces are to be located in a front yard, interior side yard, rear yard or in a Private Garage. The parking provided may be tandem parking.

#### Additional Dwelling Units in an Accessory Building

- d) Where an Additional Dwelling Unit is developed in accordance with Section 4.9 (a), the following requirements will apply:
- i) The building containing the Additional Dwelling Unit shall be located in a Rear Yard.
  - ii) The Lot Coverage and Height of Accessory Buildings in section 4.3.4 of this By-law will apply to the building containing an Additional Dwelling Unit but in no case shall the Additional Dwelling Unit exceed 90 square metres in size.
  - iii) Notwithstanding the setback requirements contained in subsection 4.3.3 (iv) and (v), the building containing the Additional Dwelling Unit shall be at least 1.8 metres from an Interior Side or Rear Lot Line.
  - iv) Notwithstanding subsection (iii) above, if the Additional Dwelling Unit is to be on the storey above a Private Garage, the Additional Dwelling Unit must be at least 3.0 metres from an Interior Side or Rear Lot Line.
  - v) The Additional Dwelling Unit must comply with setback requirements contained in subsection 4.3.3 (vi) of this By-law.
  - vi) A hard surfaced pathway at least 1 metre wide shall be provided from the entrance of the Additional Dwelling Unit to the required parking stall, to the satisfaction of the Town of Petrolia.
  - vii) A sign not exceeding 0.2 square metres in size and 0.5 metres in height shall be provided to direct guests to the Additional Dwelling Unit, which must display the civic address and directions to entrance of the Additional Dwelling Unit. This sign is to the satisfaction of the Town of Petrolia.

#### General rules that apply to all Additional Dwelling Units

The following rules apply to all Additional Dwelling Units:

- e) No Additional Dwelling Unit may be established in a Cellar.
- f) Where an Additional Dwelling Unit is established on a parcel where there are municipal services, the Additional Dwelling Unit shall be connected to municipal services.
- g) In areas served with private on-site sewage systems and water, the proposed Additional Dwelling Unit must be approved under Part 8 of the Ontario Building Code before the Additional Dwelling Unit is established.
- h) Where an Additional Dwelling Unit is established in a primary dwelling, there shall be no significant alteration to the exterior of the primary dwelling, except for required fire escapes, and extra windows and entrances in accordance with the Fire Code and Building Code.
- i) All provisions of the Fire Code and Building Code are to be complied with for the establishment of any Additional Dwelling Unit.
- j) The Additional Dwelling Unit must be inspected by the Corporation's Building Inspector before the Additional Dwelling unit is occupied.
- k) An Additional Dwelling Unit shall not be used as a Short-Term Vacation Rental.
- l) An Additional Dwelling Unit shall not be developed on any parcel, or portion thereof, that has an Environmental Protection (EP) Zone.
- m) Any Additional Dwelling Unit located in a primary dwelling must have signage showing appropriate civic addressing, to the satisfaction of the Town of Petrolia.
- n) An Additional Dwelling Unit shall not be severed onto a separate parcel."

The Council of the Town of Petrolia has adopted this By-law and is now circulating it in accordance with Provincial Regulations.

Dated at the Town of Petrolia,  
this 15<sup>th</sup> day of October, 2024

Mandi Pearson  
Clerk  
Town of Petrolia  
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PETROLIA, Ontario N0N 1R0

