



Planning Advisory Committee Report

Report Number:	PLAN2026-025
Meeting Date:	April 8, 2026
Title:	Applications to Amend the Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 at 96 Albert Street South, Lindsay - 755168 Ontario Limited
Description:	<p>Application to amend the Lindsay Secondary Plan to redesignate the subject property to permit the existing residential use, which consists of shared living rental accommodations with semi private bedrooms and common areas – D01-2026-001</p> <p>Application to amend the Town of Lindsay Zoning By-law 2000-75 to rezone the subject property from the 'General Commercial (GC)' Zone to an appropriate 'Residential' zone category – D06-2026-003</p> <p>On lands described as Part of Part 1 on 57R-4988 (being Part of Park Lot O on Plan 8P)</p>
Type of Report:	Information Report for the purposes of the statutory Public Meeting under Section 17 and Section 34 of the Planning Act, RSO 1990, chapter P.13
Author and Title:	Katherine Evans, Development Supervisor

Recommendations:

That Report PLAN2026-025, **Applications to Amend the Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 at 96 Albert Street South, Lindsay - 755168 Ontario Limited** be received for

Department Head: _____

Legal/Other: _____

Chief Administrative Officer: _____

information.

Application Summary:

The applicant is seeking to legalize the existing residential use of the property, which consists of shared living rental accommodations with semi private bedrooms and common areas. The proposal also includes recognizing the existing onsite parking capacity, being 23 parking spaces¹. There are no external alterations to the property or building proposed. The two-storey building currently contains 16 bedrooms, 6 bathrooms, 2 kitchens, 2 common areas, and 3 storage areas. These are used to accommodate approximately 17-25 individuals, consisting primarily of post-secondary students. The building also contains a separate apartment inhabited by the building manager, which consists of a kitchen, living space, bathroom, bedroom, and office.

The existing use is not permitted under the Official Plan or the Zoning By-law. As such, amendments to the Lindsay Secondary Plan and the Town of Lindsay Zoning By-law 2000-75 are required to facilitate the proposal.

Owner:	755168 Ontario Limited
Applicant:	Paul Brown & Associates Inc. c/o Justin Mamone
Property Description²:	Legal Description: Part of Part 1 on 57R-4988 (being Part of Park Lot O on Plan 8P)
	Municipal Address: 96 Albert Street South
Official Plan:	'General Commercial' with 'Intake Protection Zone' on Schedule F-1 (Land Use) of the Lindsay Secondary Plan
Zoning By-law:	'General Commercial (GC)' Zone (Schedule A) under the Town of Lindsay Zoning By-law 2000-75
Lot Area:	0.4 hectares (1 acre)
Servicing:	Municipal water and sanitary sewers
Access:	Municipal – Arterial Road (Mary Street West)
Existing Uses:	Residential

¹ See Schedule 1 – Existing Built Form

² See Schedule 2 – Site Mapping

Adjacent Uses:	North: Residential (multi-unit)
	East: Vacant
	South: Vacant
	West: Residential (multi-unit)

Application Process:

The Planning Division received the application submission package on December 15, 2025 which included the following reports and plans in support of the applications:

- Cover Letter prepared by Paul Brown and Associates Inc. dated November 28, 2025
- Planning Justification Report prepared by Paul Brown & Associates Inc. dated November 27, 2025
- Survey prepared by Coe Fisher Cameron dated November 6, 2025
- Floor plans of the ground floor prepared by Kirkland Engineering Ltd. dated January 24, 2024
- Floor plans of the second storey prepared by Kirkland Engineering Ltd. dated January 24, 2024
- Traffic Brief prepared by C.F. Crozier & Associates Inc. dated October 2, 2025
- Functional Servicing Brief prepared by D.G. Biddle & Associates dated November 4, 2025
- Phase One Environmental Site Assessment prepared by CEGP Consultants Ltd. dated November 27, 2025

Staff deemed the application `complete` under the requirements of the Planning Act on January 22, 2025, and initiated Agency consultation on March 2, 2025 with a requested review period of the application submission package by March 16, 2025. All of the reports and plans submitted have been circulated to the applicable agencies and City Departments for review and comment. The public has been notified of the application through circulation of the Notice of Public Meeting on March 13, 2025.

Staff are working with the applicant to address comments received from various agencies. Furthermore, some of the supporting materials submitted as part of the application are being reviewed to determine if peer review is required. The Phase One

Environmental Site Assessment identified areas of potential environmental concern. As such, a Phase Two Environmental Site Assessment with soil and groundwater investigation is required before a Record of Site Condition can be prepared and submitted. The Engineering Division has provided comments outlining revisions that are required for the Functional Servicing Report. Once these matters have been addressed, the application can return to PAC with a recommendation.

Application Review³:

Planning staff is reviewing the application submission package including the Planning Justification Report that was prepared and filed in support of the applications, for consistency with the Provincial Planning Statement, 2024, and conformity with the City of Kawartha Lakes Official Plan and applicable Zoning By-law.

Any change to the Official Plan must be consistent with applicable provincial policies, and uphold the intent of the Official Plan. Any change to the Zoning By-law must comply with the underlying Official Plan designation.

Consideration of all written and verbal comments received through consultation is also part of application review. Notice of this application was circulated to persons within a 120-metre radius, agencies, and City Departments which may have an interest in the application. A summary of written and verbal submissions, including comments received at the Public Meeting, will be included in the subsequent Recommendation report to PAC.

Other Alternatives Considered:

A final Preconsultation report was issued for this property on September 30, 2024. Since then, the applicant associated with the applications has changed. Planning staff have met with the current applicant and owners of the property and provided a list of Planning Act applications and required supporting materials to assist the applicant with completing the submission.

Conclusion:

Staff will return to Planning Advisory Committee following conclusion of the public consultation process and evaluation of application merits, and provide a subsequent

³ See Schedule 3 – Provincial and Municipal Land Use Framework

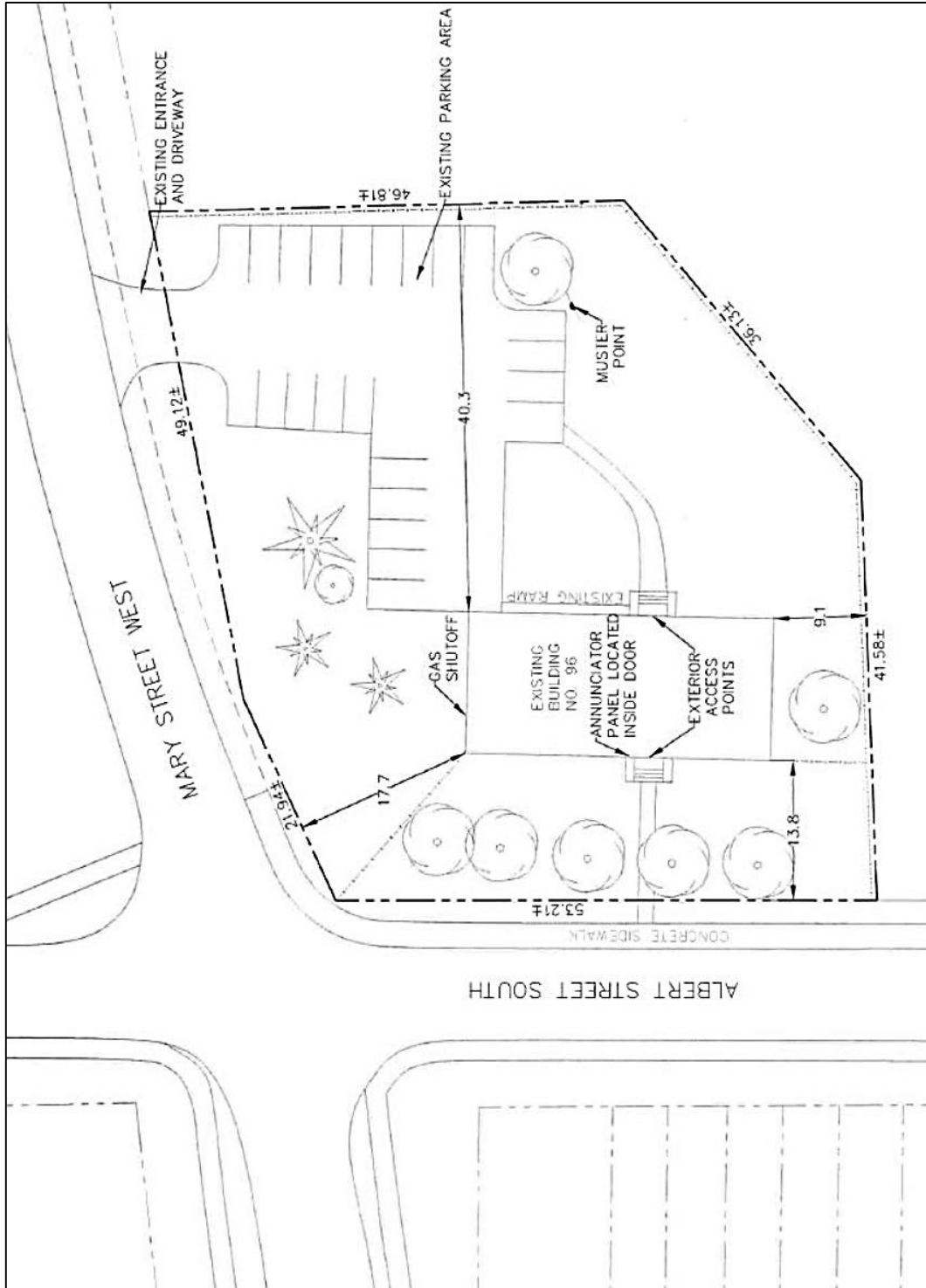
Recommendation report for a Decision by Council. Interested parties will be notified of the subsequent PAC meeting.

Department Head: Leah Barrie, Director of Development Services

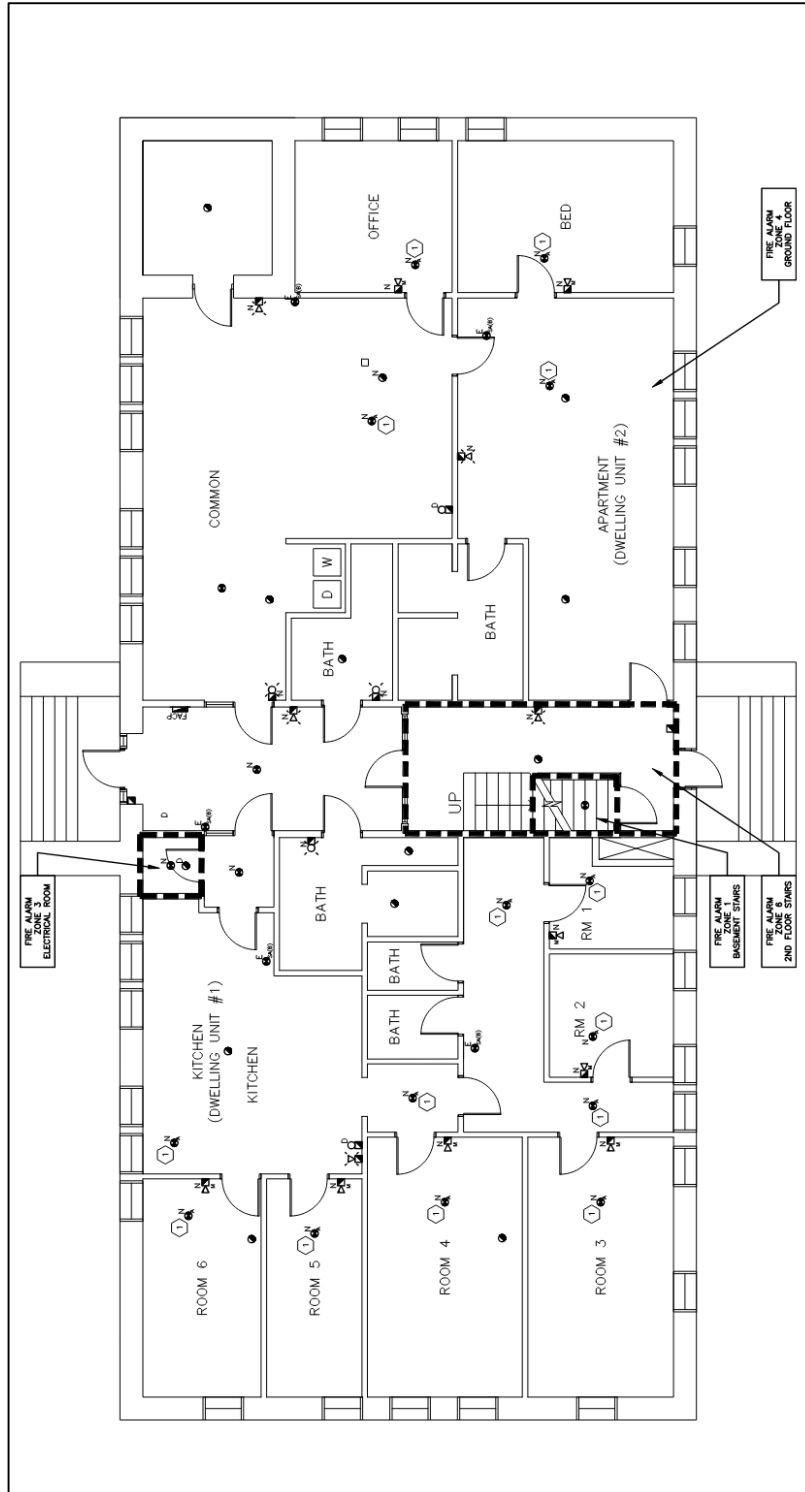
Department Head email: lbarrie@kawarthalakes.ca

Department File: D01-2026-001 and D06-2026-003

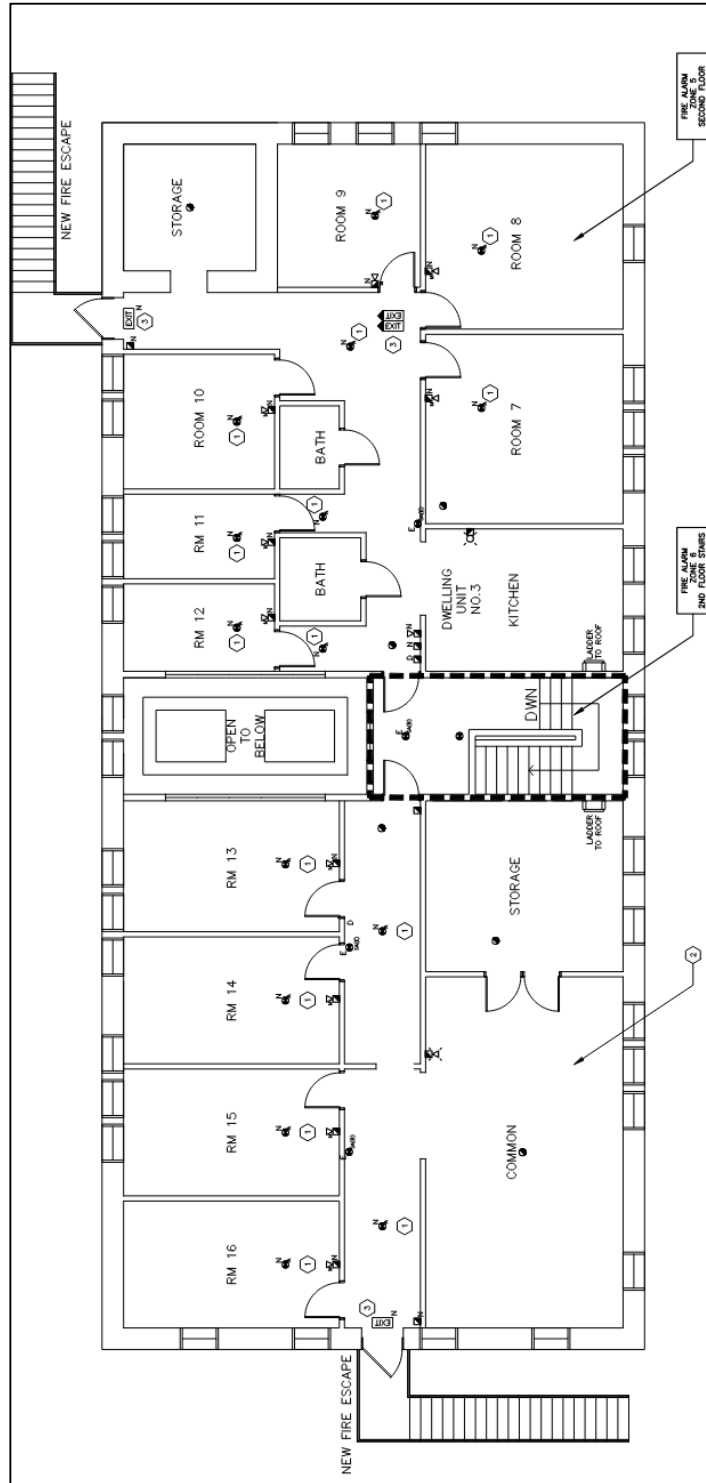
Site Plan



Floor plans (first storey)



Floor plans (second storey)




Schedule 2 – Site Mapping

Location Map

D01-2026-001 & D06-2026-003



 Subject Land	 Roads	 Lot/Conc		0 65 130 Meters	
 Water	 Settlement Boundaries	 Geographic Township			

Aerial Map



Schedule 3 – Provincial and Municipal Land Use Framework

Provincial Planning Statement (PPS 2024)

The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario’s policy-led planning system, the Provincial Planning Statement sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Municipal official plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated and long-term planning. Official plans should coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial outcomes.

City of Kawartha Lakes Official Plan

The Official Plan is the City's policy on how land in the community should be used. Prepared through a public consultation process, it sets strategic direction for land use development, environmental protection, and public infrastructure to attain its vision, goals and objectives.

The Official Plan implements provincial policies, and sets the municipal policy framework for applying the Zoning By-law.

The Subject Lands are designated 'Urban Settlement Area' under Schedule A-3 of the City of Kawartha Lakes Official Plan.



Lindsay Secondary Plan

The Lindsay Secondary Plan contains Lindsay specific policy on how land in the community should be used. Prepared through a public consultation process, it sets strategic direction for land use development, environmental protection, and public infrastructure to attain its vision, goals, and objectives.

The Secondary Plan implements provincial policies, and sets the municipal policy framework for applying the Zoning By-law and supports the Official Plan. The Subject Lands are designated 'General Commercial' with 'Intake Protection Zone' under Schedule F-1 of the Lindsay Secondary Plan.



Town of Lindsay Zoning By-law 2000-75

The Zoning By-law regulates the use of lands, buildings and structures and implements the Official Plan.

The Subject Lands are zoned 'General Commercial (GC) Zone' under Schedule 'A' of the Town of Lindsay Zoning By-law 2000-75.

