



Planning Advisory Committee Report

Report Number:	PLAN2026-018
Meeting Date:	April 8, 2026
Title:	Application to Amend the Village of Bobcaygeon Zoning By-law 16-78 at 89 Prince Street West, Bobcaygeon - Kawartha Dairy
Description:	Application to amend the Village of Bobcaygeon Comprehensive Zoning By-law 16-78 to permit the proposed expansion of a dairy manufacturing operation including a dairy retail store, outdoor patio, museum, and associated parking
Type of Report:	Regular Meeting
Author and Title:	Julio Sarti Caldeira, Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

Recommendations:

That Report PLAN2026-018, **Application to Amend the Village of Bobcaygeon Zoning By-law 16-78 at 89 Prince Street West, Bobcaygeon - Kawartha Dairy**, be received;

That a Zoning By-law Amendment respecting application D06-2024-012, substantially in the form attached as Appendix D to Report PLAN2026-018, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute the documents required by the approval of this application.

Department Head: _____

Legal/Other: _____

Chief Administrative Officer: _____

Background:

Owner:	Kawartha Dairy Ltd. (Mallot Creek Group c/o Luke Slater)
Applicant:	Diana Keay, D.M.Wills and Associates
Property Description¹:	<p>Manufacturing Operation:</p> <ol style="list-style-type: none"> 1. 89 Prince Street West; Plan 70, Part of Lots 11-13 West of John Street and East of Head Street; ARN 165102800140300; PIN 631300058 2. 52 Joseph Street; Plan 70, South Part of Lot 11 West of Joseph Street; ARN 165102800113200; PIN 631300117 3. 60 Joseph Street; Plan 70, North Part of Lot 11 West of Joseph Street; ARN 165102800113300; PIN 631300118 4. W/S Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871; ARN 165102800113401; PIN 631300060 5. 82 Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871; ARN 165102800113500; PIN 631300061 6. E/S Head Street; Plan 70, Part of Lot 11, East of Head Street; ARN 165102800110800; PIN 631300057 7. 103 Head Street; Plan 70, Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231; ARN 165102800111000; PIN 631300056 8. Parts 1, 2, 4-6, Part of John Street RP 57R-6391 (Closed by By-law 18-91, Instrument R283430); ARN 165102800113301; PIN 631300272 9. 83 Prince Street West; Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253; ARN 165102800140305; PIN 63130005 <p>Proposed Museum:</p> <ol style="list-style-type: none"> 1. Part of Lot 10, Plan 70, Part 2 on Reference Plan 57R-2460; ARN 165102800140520; PIN 631300081 2. 96 Prince Street West; Plan 70, Part of Lot 10 East of Head Street; ARN 165102800140600; PIN 631300066

¹ See Schedule 2 – Site Mapping

	<p>3. 100 Prince Street West; Plan 70, Centre Part of Lot 10, East of Head Street; ARN 165102800140500; PIN 631300065</p> <p>4. 102 Prince Street West; Plan 70, Part of Lot 10, East of Head Street; ARN 165102800110700; PIN 631300064</p> <p>Proposed Off-Site Staff Parking:</p> <p>1. 82 Head Street; Plan 70, Lot 11, West of Head Street; ARN 165102800109500; PIN 631310139</p> <p>2. 94 Head Street; Plan 70, Lot 12, West of Head Street; ARN 165102800109600; PIN 631310140</p>
Official Plan:	<p>'Urban Settlement Area' in Schedule 'A-5' of the City of Kawartha Lakes Official Plan, 2012;</p> <p>'Intake Protection Zone 2' in Schedule 'C-2' of the City of Kawartha Lakes Official Plan, 2012;</p> <p>'Employment' and 'Residential' on Schedule F-2 of the Bobcaygeon Secondary Plan; and</p> <p>'EIS Flood Plan Hazard - 120m Buffer (KRCA)' on Schedule G-2 of the Bobcaygeon Secondary Plan</p>
Zoning By-law:	<p>'Restricted Industrial (M1)', 'Restricted Industrial Special Exception Two (M1-S2)', 'Urban Residential Type One (R1)', 'Urban Residential Type Two (R2)' on Schedule 'A' of the Village of Bobcaygeon Comprehensive Zoning By-law 16-78</p>
Lot Area:	<p>Manufacturing Operation: 1.79 hectares (4.43 acres)</p> <p>Proposed Museum: 0.29 hectares (0.72 acres)</p> <p>Proposed Off-Site Staff Parking: 0.41 hectares (1.01 acres)</p>
Servicing:	<p>Water: City owned and operated piped water.</p> <p>Sewage: City owned and operated individual sewage system.</p> <p>Storm Drainage: Sewers, swales.</p>
Access:	<p>Municipal – Local (Prince Street West, John Street, Head Street)</p>
Existing Uses:	<p>Manufacturing operation lands:</p>

	<p>A manufacturing plant and retail store are located at the main industrial building of 89 Prince Street West. Several storage containers are also located on the southwest portion. On the east side of the industrial building is storage and a single-detached dwelling at 83 Prince Street West, with access from Prince Street West. A single detached dwelling is located at 52 Joseph Street east of 83 Prince Street West. To the north are two adjacent employee entrances on Prince Street West, providing access to a gravel parking lot for employees located at 60 Joseph Street and to a single detached dwelling and storage building at 74 & W/S Joseph Street. A single-detached dwelling with a separate entrance occupies the northwest portion of the Subject Lands, addressed as 103 Head Street.</p> <p>Proposed Museum lands:</p> <p>To the south of the main industrial building, on the south side of Prince Street West are four residential lots. 102 Prince Street West contains a single-detached dwelling; 100 Prince Street West is vacant; and the west portion of 96 Prince Street West is a single-detached dwelling while the east portion of 96 Prince Street West is an icehouse with parking.</p> <p>Proposed Off-Site Staff Parking lands:</p> <p>On the west side of the Head Street there are two single-detached dwellings.</p>
<p>Adjacent Uses:</p>	<p>North: Several residential lots developed in the form of single-detached dwellings. On the north side of North Street is Jermyn Lumber, TSL AutoStop, the Bobcaygeon Public School, and residential lots. Northeast of the property is Tommy Anderson Park on Duke Street.</p> <p>East: Several single-detached dwellings</p> <p>South: Several single-detached dwellings</p> <p>West: Bobcaygeon Senior Centre and further south on Head Street is a strip of single-detached homes and a bed & breakfast establishment. A woodland area is located behind the Senior Centre and houses, with a wetland swamp located in the southern portion of the woods closer to Front Street West.</p>

Rationale:

The Applicant is proposing to rezone portions of the Subject Lands to facilitate the expansion of the existing Kawartha Dairy Manufacturing Plant (Kawartha Dairy). An addition to the manufacturing plant including a retail store and patio component is proposed for the properties linked to 89 Prince Street West. Many of the existing buildings will be demolished to facilitate the expansion. Portions of the existing manufacturing plant and freezer storage, homestead, and single-detached house used as an office at 82 Joseph Street, and the truck entrance from Head Street will be maintained.

A significant portion of the existing manufacturing plant will be demolished to make way for the proposed 6,502.7 square metres (69,994.8 square feet) addition. The resulting total Gross Floor Area will be 7,762.8 square metres (83,558.3 square feet), of which 6,860.2 square metres (73,842.9 square feet) will account for the industrial building footprint. The retail component of the manufacturing plant building at 89 Prince Street West is to be removed and a new retail store is proposed to be constructed at 52 & 60 Joseph Street. As proposed, the retail store would be 294.3 square metres (3,168.1 square feet) with access from Joseph Street and a driveway for deliveries on Prince Street West. The retail store will also include an outdoor patio area and parking spaces for customers.

The development of an off-site employee parking lot is proposed at 82 & 94 Head Street and a dairy museum is proposed at 96, 100 & 102 Prince Street West. Additionally, an existing water feature will be realigned to continue along the west end of the site and connect to the existing culvert located beneath the intersection of Prince Street West and Head Street.

The manufacturing operation is in lands zoned 'Restricted Industrial (M1)', 'Restricted Industrial Special Exception Two (M1-S2)', and 'Urban Residential Type Two (R2)'. To accommodate the proposed development, all parcels must be rezoned to the M1-S2 Zone, which will explicitly permit the retail store and patio to function in conjunction with the manufacturing plant. The amendment is also needed to update the site-specific M1-S2 regulations by amending the text of the By-law to accommodate the expanded footprint of the facility, specifically by addressing zoning deficiencies related to exterior side yard setbacks, rear yard setbacks, landscape buffer and watercourse yard setbacks, as will be further discussed in the policy conformity section.

The proposed museum and off-site staff parking uses are situated on lands zoned 'Urban Residential Type One (R1)' Zone and 'Urban Residential Type Two (R2)' Zone. These lands must be rezoned to the 'Central Commercial (C1)' Zone, as this category permits museums as well as public and private parking lots. The proposal otherwise aligns fully with the existing requirements of the C1 zone.

The proposed rezoning is essential to facilitate the expansion of the Kawartha Dairy manufacturing facility, alongside the new ancillary museum, retail, and parking uses. This development aligns with applicable provincial and municipal policies by promoting intensification and the efficient use of existing services within the Bobcaygeon settlement area.

The proposed development supports the growth of a specialized local trade, generating significant employment opportunities while ensuring that the built form remains compatible with Bobcaygeon's character. Ultimately, the proposed rezoning allows for a functional, modern expansion that supports the long-term viability of a key local business without dominating the surrounding landscape.

Policy Conformity:

Provincial Planning Statement 2024 (PPS 2024)

The PPS 2024 provides a policy framework for land use planning within the Province of Ontario.

The proposed expansion of the Kawartha Dairy facility conforms to the 2024 Provincial Planning Statement (PPS) by focusing growth and efficient land use within an established settlement area. Section 2.3.1 of the PPS 2024 dictates that settlement areas shall be the focus of growth and development, utilizing land use patterns that efficiently use land and resources while optimizing existing infrastructure.

Furthermore, the addition of a modernized manufacturing plant, retail store, and dairy museum aligns directly with Section 2.8.1 of the PPS 2024, which requires planning authorities to promote economic development and competitiveness. By intensifying existing employment uses, facilitating strategic investment, and providing opportunities for sustainable tourism and economic diversification, the proposal supports the long-term economic prosperity of the Bobcaygeon community.

The proposal also satisfies policies regarding land use compatibility and infrastructure management. Under Section 3.5 of the PPS 2024, major facilities and sensitive land

uses must be planned and developed to avoid, or minimize and mitigate, potential adverse effects from noise, odour, and other contaminants. The specialized technical studies submitted in support of the proposed development, such as noise and traffic assessments, demonstrate that potential impacts on surrounding residential uses will be effectively mitigated while ensuring the long-term operational viability of the major facility.

City of Kawartha Lakes Official Plan, 2012 (CKLOP)

The Subject Lands are designated 'Urban Settlement Area' under Schedule 'A-5' of the CKLOP.

The proposed rezoning conforms to the City of Kawartha Lakes Official Plan by directing growth, intensification, and economic development to lands within the 'Urban Settlement Area Designation'. Within this designation, the Official Plan explicitly permits a wide range of uses, including industrial, cultural, and commercial activities, making it the appropriate context for the comprehensive expansion of the Kawartha Dairy operation. By intensifying an existing industrial operation and adding a retail store and new dairy museum, the proposal fulfills the Official Plan's overarching goals to maximize local employment opportunities, diversify the economic base, and promote the City as a premier tourist destination.

Furthermore, the proposal satisfies the land use compatibility and employment policies applicable under the 'Urban Settlement Area Designation'. The Official Plan mandates that employment areas and industrial developments must be sensitively integrated, with adequate buffering and separation, to prevent adverse impacts on adjacent residential and sensitive land uses. Specialized technical studies prepared in support of the proposal demonstrate that the proposed development conforms to these directives through appropriate mitigation measures – such as acoustic barriers and landscape screening – ensuring the protection of the surrounding neighbourhood. The proposed expansion is also planned to efficiently utilize existing municipal water, sanitary, and stormwater infrastructure, which is the preferred form of servicing for major facilities within urban settlement areas.

Finally, the development respects the environmental and cultural heritage policies outlined for the 'Urban Settlement Area Designation'. The inclusion of a dairy museum aligns directly with the Official Plan's objectives to conserve cultural heritage resources, maintain community identity, and promote these elements as unique tourist attractions.

Bobcaygeon Secondary Plan

When the Zoning By-law Amendment application was initially filed in 2024, the Bobcaygeon Secondary Plan policies were actively under appeal at the Ontario Land Tribunal, meaning the older Victoria County Official Plan policies had to be applied on an interim basis. Since that time, the Bobcaygeon Secondary Plan has been approved by the Tribunal and now forms part of the CKLOP. Because the Bobcaygeon Secondary Plan is now the legally in-effect planning document governing the settlement area, the proposed development must be analyzed for conformity against its current policies rather than the superseded Victoria County Official Plan.

The Subject Lands are designated 'Employment' and 'Residential' under the Bobcaygeon Secondary Plan on Schedule 'F-2'.

The lands where the manufacturing operation is located are mainly designated 'Employment' under the Bobcaygeon Secondary Plan, with the exception of 52 and 60 Joseph Street, which are designated 'Residential', and the unopened John Street road allowance, which carries no designation. The CKLOP contains an "Interpretation" section which applies to all Secondary Plans. According to Section 29.1.1, land use designation boundaries are generally considered approximate and are absolute only where bounded by roads, railways, rivers, lakes, or other similar geographical barriers. Furthermore, Section 29.1.2 permits minor adjustments to these approximate land use boundaries without requiring an Official Plan Amendment, provided the overall intent of the Plan is preserved. The current boundaries between these designations follow existing parcel lines, which will be eliminated once the parcels are merged through a concurrent Deeming By-law application. Therefore, through the interpretation of these boundaries and the merging of the lots, the predominant 'Employment' designation can be applied to all contiguous parcels where the manufacturing operation is located.

The Kawartha Dairy plant expansion is aligned with the land use permissions given in the 'Employment' designation, which permits a wide range of employment uses, including manufacturing, processing, warehousing, and shipping. Furthermore, the designation allows for commercial activities as an accessory use, making it the appropriate land use category to accommodate the proposed dairy retail store and patio component. In accordance with the design and land use compatibility policies applicable under the 'Employment' designation, the development incorporates necessary buffering, increased setbacks, and landscaping to protect adjacent residential areas and sensitive land uses.

The proposed manufacturing operation and retail store conform to the permitted uses and development standards of the 'Employment' designation under the Bobcaygeon Secondary Plan.

Similarly, the four parcels proposed to accommodate the new dairy museum and its associated parking area face a comparable split-designation issue, as they currently fall under a mix of 'Employment' and 'Residential' designations. Relying on the same Interpretation policies of the CKLOP (Sections 29.1.1 and 29.1.2), the boundaries between these land use categories are considered approximate and can be subjected to minor adjustments without requiring a formal Official Plan Amendment. The 'Employment' designation can be applied across the entirety of the museum site, establishing a uniform land use framework that preserves the overall intent of the Bobcaygeon Secondary Plan.

The Bobcaygeon Secondary Plan explicitly permits commercial activities as an accessory use under the list of permitted uses for the 'Employment' designation specified in Section 31.3.3.3.1 of the CKLOP. This allows the museum to function as a complementary commercial and tourism-related extension of the primary Kawartha Dairy manufacturing campus.

Furthermore, the proposed development respects applicable compatibility standards specified for the 'Employment' designation in Section 31.3.3.3.5 in the CKLOP by providing adequate buffering – including increased setbacks, landscaping, and screening – to protect adjacent residential and sensitive land uses.

The siting of the proposed employee parking lot on lands designated 'Residential' is acceptable because the proposed use functions as an essential, complementary component of the overall Kawartha Dairy expansion while utilizing design measures to protect the surrounding neighbourhood. The parking lot represents an efficient development and land use pattern within the settlement area. By utilizing these specific parcels to accommodate the employee parking area, the proposal ensures that adequately sized and safely located off-street parking is provided for the expanding operations, fulfilling municipal parking requirements and preventing employee vehicles from overcrowding local residential streets.

The parking lot site design also adheres to applicable land use compatibility policies specified in Section 31.32.2.10 in the Bobcaygeon Secondary Plan. The design incorporates a setback abutting the remaining residential properties. The proposed staff parking lot respects the natural features of the area by maintaining a buffer from the

adjacent watercourse and wetland, as recommended by the Environmental Impact Study.

Village of Bobcaygeon Comprehensive Zoning By-law 16-78

The lands where the manufacturing operation is located are zoned 'Restricted Industrial (M1)', 'Restricted Industrial Special Exception Two (M1-S2)', and 'Urban Residential Type Two (R2)'.

The proposed Zoning by-law Amendment will expand the M1-S2 zone to the entire portion of the Subject Lands occupied by the manufacturing operation. The M1-S2 zone allows for any manufacturing or industrial use, as well as a business or professional office incidental to a manufacturing or industrial use. However, the existing homestead located at 83 Prince Street West and the proposed dairy retail store and outdoor patio are not permitted uses under the M1-S2 zone.

The proposed site-specific zoning would modify the M1-S2 permissions to permit a retail store selling the owner's-brand-related products and goods, including outdoor seating. This will allow the proposed uses to operate in conjunction with the manufacturing plant. In addition, the proposed amendment adds "Dwelling accessory" to the list of permitted uses under the M1-S2 site-specific zone so as to allow the existing homestead located at 83 Prince Street West to remain legally on the newly consolidated manufacturing property.

The proposed development contains elements that do not conform to the current M1-S2 Zone regulations. For the main manufacturing building, the non-conforming provisions include:

- **Landscape Buffers:** The proposed exterior side yard landscape buffer is 1.0 metre where the requirement is a minimum of 3.0 metres, and the front yard landscape buffer is 1.60 metres where the requirement is a minimum of 3.0 metres;
- **Exterior Side Yard Setback:** The distance between the proposed building and Joseph Street will be 5.95 where the requirement is a minimum of 8.0 metres, The applicant proposes the exterior side yard setback to be reduced to 5.5 metres; and
- **Setback from any identified water course top of bank:** The distance between the realigned watercourse and the nearest proposed building wall will be 5.93 metres where the requirement is a minimum of 6.0 metres. The applicant proposes that the watercourse setback requirement be reduced to 5.5 metres.

The proposed exterior side and front yard landscape buffer reductions (to 1.0 and 1.6 metres, respectively) apply mainly to the new retail store and parking area along the Joseph Street and Prince Street West frontages. Because the main factory produces more noise and odour than the retail store and outdoor patio, this retail space functions as a lower-impact, transitional commercial interface with the public street. As an accessory commercial use that generates fewer externalities than the main factory, applying the reduced landscape buffer requirements aligns with general land use compatibility goals. It enables an efficient design that adequately accommodates parking, which is crucial given that this lot provides spaces for both retail customers and overflow for the manufacturing facility.

The relief requested to reduce the minimum easterly exterior side yard setback from 8.0m to 5.5m is a direct result of the irregular lot geometry caused by the non-orthogonal intersection of Joseph Street and Prince Street West. Because of this angled lot line, a corner of the expanded manufacturing building will encroach into the required setback area. Granting this minor reduction will continue to comply with the general intent of the M1-S2 Zone to ensure a functional industrial campus.

The requested reduction of the watercourse setback from 6.00 metres to 5.50 metres is appropriate because the existing intermittent watercourse is being comprehensively realigned. This reduction safely accommodates the building expansion while complying with the 5.0-metre buffer specifically recommended for the newly constructed channel by the scoped Environmental Impact Study (EIS).

For the office site, the non-conforming provisions include:

- Rear Yard Setback: The distance between the office building and the rear lot line will be 4.35 metres where the requirement is a minimum of 6.0 metres, The applicant proposes the rear yard setback to be reduced to 4.0; and
- Exterior Side Yard Setback: The distance between the office building and Joseph Street will be 5.72 metres where the requirement is a minimum of 8.0 metres, The applicant proposes the exterior side yard setback to be reduced to 5.5 metres.

The existing building located at 82 Joseph Street, which will be maintained and adaptively reused as an office, was identified as an historic residence and evaluated in the Cultural Heritage Evaluation Report (CHER) submitted with the application. Under the existing lot configuration, the lot line that separates 82 Joseph Street and 90 Joseph Street is considered a side lot line. However, as a result of the Deeming By-law application, the same lot line will become the farthest from the front lot line

located at Prince Street West, and will then be considered a rear lot line. Similarly, the lot line that separates 82 Joseph Street and the right-of way is currently considered a front lot line; however, as a result of the Deeming By-law application, the same lot line will then be considered an exterior side lot line. The requested setbacks of 4.35 metres from the rear lot line and 5.72 metres from the exterior side lot line are required to recognize the existing physical footprint and location of the structure. Granting relief from the standard industrial zone setbacks is appropriate and desirable in this instance, as it facilitates the conservation and retention of this historic building without requiring physical alterations to its established location.

The lands proposed for the new dairy museum, located at 96, 100, and 102 Prince Street West, are currently zoned 'Urban Residential Type Two (R2)'. Because the R2 zone strictly permits only residential dwelling types, a museum and its associated visitor parking lot are not permitted under the current zoning. To legally establish the proposed development, the applicant is proposing to change the zoning of these parcels to the 'Central Commercial (C1)' Zone. Section 11.1 of the Village of Bobcaygeon Comprehensive Zoning By-law 16-78 explicitly lists both a 'Museum or library' and 'Public and private parking lots' as permitted uses within the C1 zone. This rezoning is appropriate from a land-use planning perspective because it allows for a museum that will function as a complementary community and cultural facility that celebrates the region's dairy production history, enhances local tourism, and logically integrates with the broader Kawartha Dairy campus expansion across the street.

The portion of the Subject Lands occupied by the proposed off-site employee parking lot, located at 82 and 94 Head Street, is currently zoned 'Urban Residential Type One (R1)'. Under Section 5.1 of the Village of Bobcaygeon Comprehensive Zoning By-law 16-78, the R1 Zone only permits uses such as single-family detached dwellings, home occupations, and parks, meaning the proposed parking use is not permitted. To legally establish the parking area, the applicant proposes to rezone these parcels to the 'Central Commercial (C1)' Zone, which explicitly permits 'public and private parking lots' under Section 11.1. This rezoning is appropriate because it ensures the provision of adequate off-street parking to accommodate the expanding Kawartha Dairy manufacturing operations, which is especially critical since the new plant expansion will consume the existing staff parking area.

Throughout the current rezoning process, the proposed employee parking lot on Head Street has undergone minor design revisions since the original submission.

Specifically, the site plan was revised to respect and increase the environmental buffers protecting the adjacent wetland and woodland. To accommodate these enhanced natural buffers, parking stalls were eliminated from the original design.

Following the approval of the Zoning By-law Amendment, the proposal will proceed to a subsequent Site Plan Application stage, where more comprehensive design details will be provided. This upcoming stage will address outstanding comments from the Development Engineering Division and finalize technical mitigation measures.

Other Alternatives Considered:

No alternatives have been considered.

Alignment to Strategic Priorities:

The four strategic priorities identified in the 2024-2027 Kawartha Lakes Strategic Plan are as follows:

1. A Healthy Environment
2. An Exceptional Quality of Life
3. A Vibrant and Growing Economy
4. Good Government

The proposed Zoning By-law Amendment supports a vibrant and growing economy by facilitating the comprehensive expansion of the Kawartha Dairy manufacturing plant, which encourages sustainable growth, job creation, and long-term economic prosperity. The proposed development supports the future of dairy processing in the community and enhances local economic competitiveness.

The addition of a new retail store and a dedicated dairy museum will generate new employment opportunities and support the local tourism industry.

In terms of fostering an exceptional quality of life, the proposed development introduces a new community and cultural facility through the dairy museum, which will offer educational experiences celebrating the region's agricultural and dairy production history.

Financial/Operation Impacts:

There are no financial considerations unless Council's decision is appealed to the Ontario Land Tribunal. In the event of an appeal, there would be costs, some of which may be recovered from the applicant.

Consultations:

The Planning Division received the application submission package on April 25, 2024 which included the following reports and plans in support of the application:

- Completed Application Form, dated April 17, 2024;
- Draft Zoning By-law Amendment;
- Letter to Agencies, prepared by CKL, dated May 23, 2024
- Noise & Vibration Impact Study, prepared by RWDI Consultants, dated November 2023;
- Restricted Land Use Notice, prepared by Kawartha Conservation, dated April 16, 2024;
- Traffic Impact Study, prepared by D.M. Wills, dated November 2023;
- Preliminary Flood Study, prepared by Sanchez Engineering Inc., dated June 2021;
- Phosphorus Loading Assessment, prepared by D.M. Wills, dated December 2023;
- Topographic Survey, prepared by IBW, dated November 25, 2021;
- Functional Servicing and Stormwater Management Report, prepared by Mallot Creek Group, dated November 3rd, 2023;
- Cultural Heritage Evaluation Report, prepared by MHBC, dated January 2022;
- Cultural Heritage Impact Assessment, prepared by MHBC, dated March 2022;
- Environmental Impact Study, prepared by Mallot Creek Group, dated June 2021;
- Planning Justification Report, prepared D.M. Wills, dated April 2024;
- Natural Channel Design Report, prepared by D.M Wills, dated June 2021;
- Neighbourhood Open House Summary, prepared by D.M Wills, dated March 2024;
- Preliminary Building Elevations (A1 – A7), prepared by Christopher Z Tworkowski, dated October 2021;
- Geotechnical Investigation, prepared by Cambium Inc., dated August 21st 2021;
- Hydrogeological Assessment, prepared by Cambium Inc., dated August 2021;
- Elevation and Floor Plan design (A2.10, A2.20, AS.10) prepared by Mallot Creek Group, dated June 2023;
- Plan of Survey, prepared by IBW Surveyors, dated November 2021; and,
- Site Plan (C2.10 & C2.11), prepared by Mallot Creek Group, dated June 2023.

Staff deemed the application 'complete' under the requirements of the Planning Act on May 23, 2024, and initiated Agency consultation on May 23, 2024 with a requested

review period of the application submission package by June 13, 2024. 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 July 12, 2024.

The following comments were provided by agencies during this consultation period:

Planning – reviewed the proposal and asked the applicant to clarify how some of the proposed buildings and structures meet the applicable zoning provisions.

Development Services (Natural heritage) – reviewed the proposal and noted several concerns with the Scoped Environmental Impact Study. The applicant has met with the ecologist to discuss these concerns and is revising their EIS as required.

Building and Septic – reviewed the proposal and has no concerns or objections.

Development Engineering – reviewed the proposal and have provided comments. They presented no objection to the proposed Zoning By-law, and expect their comments to be addressed at a Site Plan stage.

Fire Prevention – reviewed the proposal and had no concerns or objections.

Ecology (Dillon Consulting) – reviewed the Environmental Impact Study and recommended conducting a suite of missing technical surveys to accurately determine the presence of significant wildlife habitat and species at risk. The study needed to include an evaluation of the onsite wetlands, an assessment of the woodland to the west of Head Street, and a formal compensation and restoration plan for any proposed woodland removal.

The following comments from members of the public were received:

Alivia Nelson – requested clarification via email about the map presented in the Notice of Public Meeting. Staff replied clarifying current zoning and proposed zoning for all parcels contemplated by the application.

The file was presented at Planning Advisory Committee on August 7, 2024 through Report PLAN2024-049, received for information purposes only. Staff recommended the application to be referred back to staff until refinements to the Zoning By-law Amendment and respective technical studies have been addressed, specifically as it

relates to zoning deficiencies and Natural Heritage considerations. The following comments were presented at the Planning Advisory Committee meeting:

Craig James – requested general information about the magnitude of the proposed development and demonstrated concerns regarding traffic, proximity to a school, safety issues, and decrease in property value.

Craig Bradley – demonstrated concerns about traffic increase, decrease in property value, safety for school crossing, and noise due to truck traffic and back-up alarms. Demonstrated no concerns with diverting the creek that currently runs through his property.

Diana Keay was present at the August 7, 2024 Public Meeting as the applicant. Ms. Keay replied to both Mr. James and Mr. Bradley stating that the expansion is proposed to be just over an additional 5,000 square metres and noting that truck traffic is proposed to be directed north to North and Duke Streets. It was also noted that there would be reduced times for truck traffic from the current 24-hour usage.

No further comments from the public were received.

On September 23, 2024, a second submission was made, which included the following reports and plans:

- Resubmission Letter, prepared by D.M. Wills, dated September 23, 2024;
- Agency Comment Response Matrix, prepared by D.M. Wills, dated September 23, 2024;
- Public Comment Response Matrix, prepared by D.M. Wills, dated September 23, 2024;
- Functional Servicing & Stormwater Management Report, prepared by Mallot Creek Group Inc., dated September 6, 2024
- Revised Civil and Site Plan Package, prepared by Mallot Creek Group Inc., dated June 2023.

On October 2, 2024, the Development Engineering Department from the City of Kawartha Lakes has confirmed that external peer review of the submitted Traffic Impact Study (TIS) would be required. On December 17, 2024, the City of Kawartha Lakes' ecology external consultant, Dillon Consulting Limited, determined that an approved Environmental Impact Study (EIS) is required at the rezoning stage, not at site plan stage. The following materials were submitted to complement the second submission:

- Traffic Impact Study – Addendum, prepared by D.M. Wills, dated December 11, 2024;
- Environmental Impact Study, prepared by Mallot Creek Group Inc., dated January 2025.

A second circulation took place on January 27, 2025, including the addendum to the Traffic Impact Study and the revised Environmental Impact Study. The following comments were received during this circulation:

Planning – asked the applicant to clarify the existing and proposed zoning, and asked for clarification regarding parking.

Economic Development (Heritage) – supports the Cultural Heritage Evaluation Report’s recommendation to demolish 96 Prince Street West and the retention of 83 Prince Street West and 82 Joseph Street. The site has been identified as having archaeological potential so an archaeological assessment can be added as a condition of site plan approval.

Economic Development (Business) – is generally supportive of Kawartha Dairy’s Zoning By-Law Amendment application. As a key economic driver, the growth of manufacturing facilities – particularly in food processing – is a priority action within the Economic Development Strategy. The consolidation of the production campus will enable the necessary expansion of production facilities, the addition of a modern and welcoming retail store, and the creation of a dairy museum, while also enhancing buffering and visual appeal for the surrounding residential area. This application will help secure the future of dairy processing in our community by supporting modernization and innovation in dairy manufacturing.

Huron-Wendat Nation – requests to participate in the fieldwork for the Archaeological Assessment.

Alderville First Nation – noted that the area in which this project is proposed is situated within the Traditional Territory of Alderville First Nation. They noted that there may be the presence of burial or archaeological sites in the proposed project area.

Kawartha Region Conservation Authority – presented no concerns with the approval of rezoning application; however, a few items were listed to be addressed at a future site plan stage.

Development Engineering – has no objection to the proposed Zoning By-law Amendment to permit a dairy manufacturing operation, a dairy retail store, outdoor

patio, museum and parking. Detailed Engineering review and comments will be provided at the time of Site Plan Approval, this will include any additional sanitary process discharge review required by the City's Public Works Water and Wastewater Division and any additional traffic review.

Traffic Impact Study Peer Review – approval of the TIS and site plan at this time cannot be recommended as further details and clarification are required on the materials. As discussed with Development Engineering, approval of the TIS will only be required at site plan stage.

Ecology (Dillon Consulting) – recommended that the EIS address outstanding deficiencies by completing pending field investigations, including amphibian breeding surveys and a comprehensive vegetation inventory. Advised that the author must formally evaluate the onsite wetlands and woodlands for provincial significance to inform supportable ecological buffer widths. Other recommendations include consulting with the Ministry of the Environment, Conservation and Parks (MECP) regarding the endangered Black Ash, adhering to the Migratory Bird Regulations for protected Pileated Woodpecker nesting cavities, and obtaining confirmation from the Department of Fisheries and Oceans (DFO) regarding potential impacts on fish habitat from the proposed watercourse realignment.

On June 19, 2025, the applicant provided the following documents:

- An EIS Comment Response Matrix with detailed responses, latest responses dated June 17, 2025; and
- Revised Site Plan (C2.11 & C3.21), prepared by Mallot Creek Group, dated June 2023, last updated June 16, 2025.

The external consultant acknowledged that significant progress has been made, particularly with the completion of required field investigations and the formal classification of the onsite woodland as "significant" and the wetland as "provincially significant". However, the author still needed to address several deficiencies before the EIS could be recommended for approval, such as confirming consultation with the Department of Fisheries and Oceans (DFO) regarding fish habitat in the drainage feature and addressing the Ministry of the Environment, Conservation and Parks (MECP) requirements for the 30-metre buffer protected for endangered Black Ash habitat. It was recommended that the applicant submit a revised EIS to address outstanding comments to the satisfaction of the City.

On January 19, 2026, the applicant provided the following documents:

- A copy of the completed Request for Review (RFR) submitted to the Department of Fisheries and Oceans (DFO), dated December 15, 2025;
- An EIS Comment Response Matrix with detailed responses, latest responses dated December 18, 2025; and
- An updated EIS, latest revision dated December 18, 2025.

The revised EIS, dated December 18, 2025, was recommended for approval. The external consultant noted during the Peer Review that the vast majority of previous concerns regarding field investigations, natural feature evaluations, and mitigation measures have been addressed. They also noted that the applicant successfully integrated required discussions on the Migratory Bird Regulations, candidate Significant Wildlife Habitat, and the Fisheries Act. The City's reviewer confirmed the comment Regarding Black Ash trees had been addressed as the applicant updated the Species at Risk screening and impact assessments to include the endangered Black Ash.

On February 4, 2026, the applicant provided the following documents:

- Stage 1 & 2 Archaeological Assessment, dated January 30, 2026; and
- Ministry of Citizenship and Multiculturalism Letter, dated February 2, 2026.

The Economic Development (Heritage) Department reviewed the archaeological assessment and confirmed that no additional archaeological assessment is required and there are no further conditions regarding archaeology.

Conclusion:

The proposal represents good land use planning by allowing for an expansion of the Kawartha Dairy manufacturing Operation, the construction of an associated retail store, office, museum and staff parking, in accordance with policies of the PPS 2024, City of Kawartha Lakes Official Plan, 2012, Bobcaygeon Secondary Plan and Village of Bobcaygeon Comprehensive Zoning By-law 16-78.

Staff respectfully recommends that the Zoning By-law Amendment respecting application D06-2024-012, substantially in the form attached as Appendix D to Report PLAN2026-018, be approved and adopted by Council.

The following attached documents may include scanned images of appendices, maps, and photographs. If you require an alternative format, please email Julio Sarti Caldeira at dillonplanning@kawarthalakes.ca.

Attachments:

Appendix A – Location Map (see below)

Appendix B – Aerial Map (see below)

Appendix C – Concept Plan (see below)

Appendix D – Draft Zoning By-law Amendment & Schedule



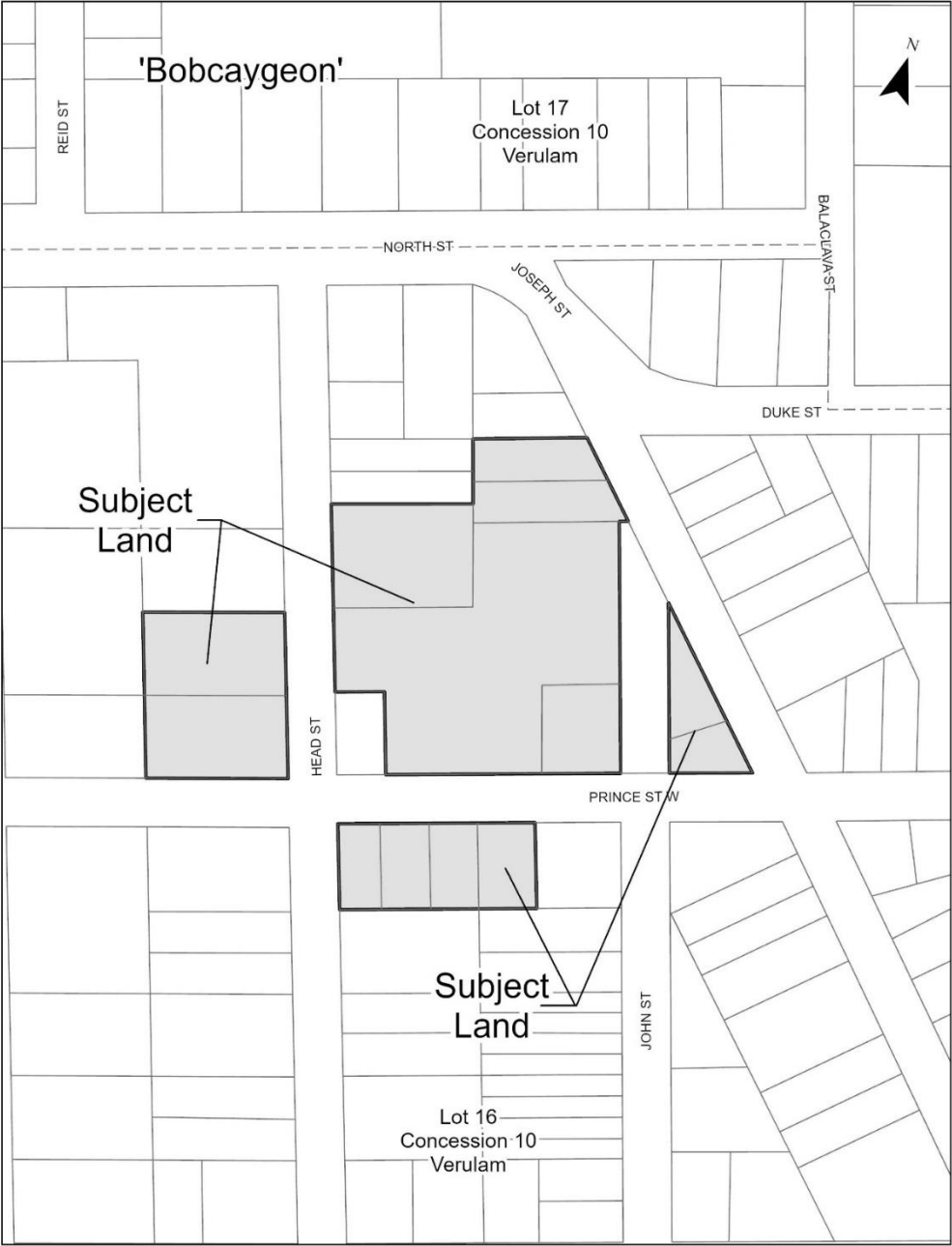
2026-XXX By-law to
Amend the Village of I

Department Head: Leah Barrie, Director of Development Services

Department Head email: lbarrie@kawarthalakes.ca

Department File: **D06-2024-012**

Appendix A – Location Map



Appendix B – Aerial Map



