



PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE

October 17th, 2025

Victoria Mance, Planner
Township of Southgate
185667 Grey County Road 9
Dundalk, ON N0C 1B0

(vmance@southgate.ca)

Dear Victoria Mance:

**RE: Zoning By-law Amendment Application
Maynard Shantz On-Farm Diversified Use (OFDU)
123812 Southgate Road 12, Holstein
OUR FILE 24367D**

INTRODUCTION

On behalf of our client, H. Bye Engineering (applicant on behalf of Maynard Shantz), MHBC Planning is pleased to submit this application for a Zoning By-law Amendment regarding on-farm diversified uses (OFDUs) proposed on the lands municipally addressed as 123812 Southgate Road 12, Holstein (herein referred to as the 'subject lands') in the Township of Southgate, County of Grey.

The subject lands are 41.97 hectares in size with approximately 415 metres frontage on the south side of Southgate Road 12, approximately 5 kilometers east of Holstein. The subject lands contain a dwelling and a beef cattle and crop production operation consisting of a barn, bunker silos, two farm storage buildings, and cropland.

The subject lands are designated 'Agricultural', 'Rural', and 'Hazard Lands' in the County of Grey Official Plan, and 'Agricultural' and 'Hazard Lands' in the Township of Southgate Official Plan. The lands are zoned 'Agricultural (A1)' and 'Environmental Protection (EP)' in the Township of Southgate Zoning By-law 19-2002 (March 2025 Consolidation). The portion of the lands subject to the proposed rezoning is designated 'Agricultural' and zoned 'A1'.

PROPOSED DEVELOPMENT

A 508.2 square metre workshop to accommodate dry steel manufacturing is proposed within the existing farm building cluster, with an associated 503 sq. m outdoor storage area. The workshop and storage area will be accessed via the existing laneway. Fifteen (15) parking spaces are proposed to support the shop. Factoring the workshop, outdoor storage area, and proposed parking area and discounting the shared laneway with the existing dwelling and farm buildings, the OFDU comprises an area of 1,248.4 sq. m (508.2 sq. m workshop plus 503 sq. m outdoor storage area plus 15 parking

spaces at a size of 5.75 m by 2.75 m) or 0.30% of the property. The proposed Site Plan is included as **Appendix A** to this letter.

PLANNING ANALYSIS

Provincial Planning Statement (2024) & Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (Publication 951)

Subsection 4.3.2 of the Provincial Planning Statement (PPS) indicates that permitted uses and activities in prime agricultural areas include agricultural uses, agriculture-related uses, and on-farm diversified uses based on provincial guidance. Proposed on-farm diversified uses are to be compatible with, and shall not hinder, surrounding agricultural operations.

The PPS defines on-farm diversified uses as:

uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, uses that produce value-added agricultural products, and electricity generation facilities and transmission systems, and energy storage systems

The Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (herein referred to as 'the Guidelines') were released in 2016 to assist municipalities, decision-makers, farmers and others interpret the policies in the PPS on the uses that are permitted in Prime Agricultural Areas, such as on-farm diversified uses. The Guidelines provide criteria that must be met to qualify as an on-farm diversified use; these criteria are achieved in this proposal as follows:

- 1. Located on a farm** – The workshop is proposed on a parcel that is actively farmed. Existing farming activities include beef cattle and crop production.
- 2. Secondary to the principal agricultural use of the property** – Agricultural uses are to remain the dominant use of the property. This is achieved spatially as addressed in the following 'limited in area' criterion.
- 3. Limited in area** – The 508.2 sq. m workshop is proposed on a 41.97 ha agricultural parcel. Factoring proposed parking and outdoor storage area, and discounting the shared laneway with the existing dwelling and farm buildings, the OFDU comprises an area of 1,248.4 sq. m (0.1248 ha) or 0.30% of the property. This is in line with the Guidelines which suggest that on-farm diversified uses occupy no more than 2% of the total area of a property, to a maximum of 1 ha. It is worthwhile to mention that the workshop, outdoor storage area, and parking are proposed within the existing farm building cluster on land that is not under crop production, and as such, avoids consumption of agricultural land under active crop production.
- 4. Includes, but is not limited to, home occupations, home industries, agri-tourism uses and uses that produce value-added agricultural products** – Per Table 2 of the Guidelines, Industrial uses appropriate in prime agricultural areas (i.e. at a reasonable scale) are permitted as an OFDU. Similarly sized dry-industrial uses are common OFDUs in Southgate.
- 5. Shall be compatible with, and shall not hinder, surrounding agricultural operations** – The proposed workshop and associated outdoor storage and parking has been situated in a

location within the existing farm cluster to avoid consumption of agricultural land under crop production and to allow for the continued use of the existing barn and farm storage buildings in compatibility with the on-site agricultural operations. Additionally, the workshop will be well separated from adjacent properties and uses to reduce any potential impacts to adjacent agricultural operations. The use will not attract large numbers of people onto the farm, cause excessive noise and trespass issues, or feature a large number of employees or customers on-site at a time.

In our opinion, the Zoning By-law Amendment is consistent with the 2024 PPS.

County of Grey Official Plan

The subject lands are designated 'Agricultural', 'Rural', and 'Hazard Lands' in the County of Grey Official Plan; the portion of the lands subject to the proposed rezoning is designated 'Agricultural'.

Section 5.2.1 of the County Official Plan permits on-farm diversified uses in the 'Agricultural' designation. Further Policy 5.2.2.15) provides that new on-farm diversified uses shall be limited in size and scale, as per Table 8 and to those uses that can be sustained by local service and infrastructure levels. Table 8 provides that for an agricultural property 20 hectares or greater, the maximum size of an on-farm diversified use shall be the lesser of 2% of the total size of the property or a maximum combined area of the use of 8,000 square metres. As previously discussed, the OFDU (workshop and associated outdoor storage area and parking) comprises an area of 1,248.4 sq. m sq. m (0.1248 ha) or 0.30% of the property, and as such, meets the limited in size and scale requirement.

Policy 2.2.2.19) provides criteria for new OFDUs, which are met by this proposal as follows:

- a) The use or activity does not interfere with, or generate off-site adverse impacts, and is compatible with surrounding uses** – there are no anticipated off-site adverse impacts. The use will not generate significant traffic, is limited in size and scale, and is more than 390 metres from the closest off-site sensitive receptor.
- b) The use or activity can be sustained by local service levels and infrastructure** – the use will be sustained by a private well and septic system, which is typical of the rural area.
- c) The buildings to be used meet all Building Code requirements for the type of use being proposed** – the building has been designed to meet Building Code requirements.
- d) The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area** – as previously stated, the proposed OFDU is of a size and scale that is secondary to the active agricultural use and appropriate to the surrounding agricultural context.
- e) The timing and duration of activities does not hinder agricultural operations on site or in the area** – activities associated with the use will be confined to the proposed building, outdoor storage area, and parking area, and will not impact or hinder the surrounding on-site or off-site agricultural operations.

- f) For special events, the use or activity represents an occasional activity and is not a regular occurring activity and does not have permanent structures** – not applicable.
- g) On-site parking can be accommodated without impacting the agricultural operation** – on-site parking is provided at the rate set out in the Zoning By-law and is situated within the existing farm cluster. No active agricultural land will be removed from production. Farm equipment can still maneuver in the farm cluster yard without being constrained by proposed parking.

Policy 5.2.2.20) provides that MECP D-6 Guidelines shall be considered for any new on-farm diversified uses of an industrial nature. With respect to D-6 Guidelines, if the use was conservatively categorized as a Class II industry (likely it would be considered Class I), then it would have a potential influence area of 300 metres and a recommended minimum separation distance of 70 metres. The closest off-site sensitive receptor is more than 390 metres from the proposed workshop. Off-site impacts due to noise are not anticipated.

Policy 5.2.2.5)e) provides that MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law.

In our opinion, the Zoning By-law Amendment conforms to the County Official Plan.

Township of Southgate Official Plan

The subject lands are designated 'Agricultural' and 'Hazard Lands' in the Township of Southgate Official Plan; the portion of the lands subject to the proposed Zoning By-law Amendment is designated 'Agricultural'.

Section 5.4.1.1 of the Township Official Plan states that on-farm diversified uses (as per Table 1) are permitted within the Agricultural designation. It also provides that the lists included in Table 1 are not exclusive and they will rely on the Province's Permitted Uses in Prime Agricultural Areas Guideline for guidance when considering permitted OFDUs.

Policy 5.4.1.2.4) of the Township Official Plan provides that "*on lots designated Agricultural comprising 20 hectares of land or more:*

- i. The on-farm diversified use shall not occupy any more land than the lesser of 2% of the lot area or a maximum of 8,000 square metres. This shall exclude buildings, laneways, parking, outdoor storage, servicing, exhibition areas, and/or amenity areas occupied by the on farm diversified uses. Shares laneways/servicing, farm buildings or landscaped areas also used by the farm shall not be included in the calculation of total use size.*
- ii. The associated building(s) situated within this portion of the property shall not occupy more than 20% of the land devoted to the on-farm diversified use, up to a maximum combined building footprint of 750 square metres.*
- iii. The owner of the lands on which the on-farm diversified use is proposed shall be a 'bona fide farmer'. For the purposes of this policy, the 'bona fide farmer' must have a farm business registration number. A 'bona fide farmer' is defined to include a limited company, sole*

proprietorship, incorporated company, numbered company, partnership and other similar ownership forms. Notwithstanding the foregoing text, the requirement to be a bona fide farmer shall not apply to bed and breakfasts and/or home rural occupations within the dwelling, or for on-farm diversified uses in the rural land use type”

With respect to the above, the proposed OFDU comprises an area of 1,248.4 sq. m (0.1248 ha) or 0.30% of the property, with the proposed workshop comprising only 508.2 sq. m and the outdoor storage area comprising 503 sq. m. The landowner has a religious exemption under Section 22 of the Farm Registration and Farm Organizations Funding Act which waives the requirement to obtain a farming business registration number as granted by the Agriculture, Food and Rural Affairs Tribunal.

Finally, Policy 5.4.1.2.19) confirms that MDS I will generally not be required for OFDUs.

In our opinion, the Zoning By-law Amendment conforms to the Township Official Plan.

Township of Southgate Zoning By-law

The lands are zoned 'Agricultural (A1)' and 'Environmental Protection (EP)' in the Township of Southgate Zoning By-law 19-2002 (March 2025 Consolidation); the portion of the lands subject to the proposed Zoning By-law Amendment is zoned 'A1'.

To establish an operating area for the OFDU, the portion of the subject lands identified in **Figure 1** will be zoned A1-xxx, with the below site-specific regulations. These regulations align with the OFDU policies of the Township Official Plan as well as other site-specific regulations for similar manufacturing workshop uses in the Township (see A1-237, A1-244). The setback for outdoor storage has been specified as 263 metres from the road to ensure that any outdoor storage is located to the rear of the front wall of the existing dwelling.

A1-xxx	Notwithstanding the provisions of Section 6.1, the following provision in addition to any other provisions of this by-law pertaining to the Agricultural (A1) Zone shall apply to those lands zoned Agricultural (A1-xxx):
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Additional Permitted Use: **Metal Fabrication Workshop**

Special Regulations applicable to the **Metal Fabrication Workshop**:

- i. A maximum combined structure size of 750 m² and a maximum outdoor storage area of 500 m². Where the maximum combined structure size is less than 750 m², more outdoor storage space will be permitted, up to a combined maximum of 1250 m².
- ii. Outdoor storage may be located at the front (north) of the workshop and shall be setback from the road a minimum of 263 metres.

Notwithstanding the provision of Section 5.7(a) – Industrial Establishments, the minimum number of parking spaces associated with the Metal Fabrication Workshop shall be fifteen (15).

CONCLUSION

In our opinion, the proposed Zoning By-law Amendment to permit a metal fabrication workshop as an on-farm diversified uses (OFDUs) on the lands municipally addressed as 123812 Southgate Road 12, Holstein:

- Is consistent with the 2024 Provincial Planning Statement and the Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas;
- Conforms to the County Official Plan; and
- Conforms to the Township Official Plan.

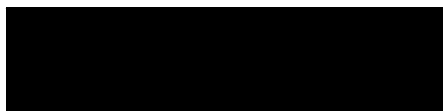
In support of the Zoning By-law application, please find enclosed the following materials:

- Signed Zoning By-law amendment application form;
- Site Plan by H. Bye Engineering, dated October 16, 2025;
- A cheque in the amount of \$6,268.00 made payable to the Township of Southgate (provided under separate cover letter), including:
 - Pre-consultation Fee of \$510.00;
 - Contingency Fee of \$2,000.00;
 - Zoning By-law Amendment Application Fee of \$2,950.00;
 - Planning Sign Fee of \$148.00;
 - SVCA Review Fee of \$260.00; and,
 - County Review Fee of \$400.00.

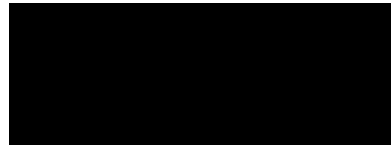
Please do not hesitate to contact the undersigned with any questions. We kindly request that this application be heard at the November 26th, 2025 Public Meeting.

Yours truly,

MHBC



Trevor Hawkins, M.PL, MCIP, RPP
Partner



Chelsea Brooks, MA, MSc, MCIP, RPP
Senior Planner

cc. Harry Bye, H. Bye Engineering

Attach. Figure 1

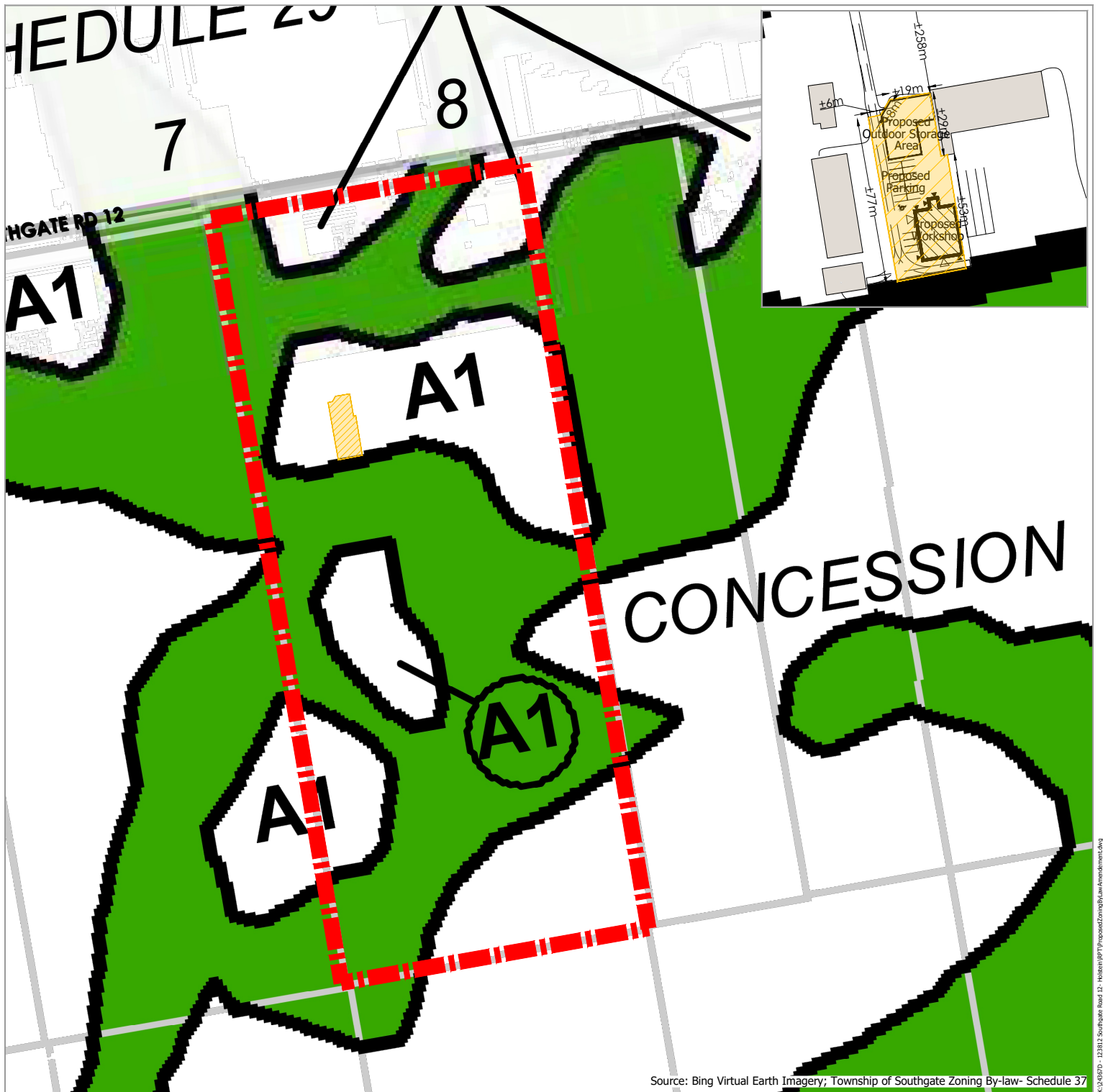


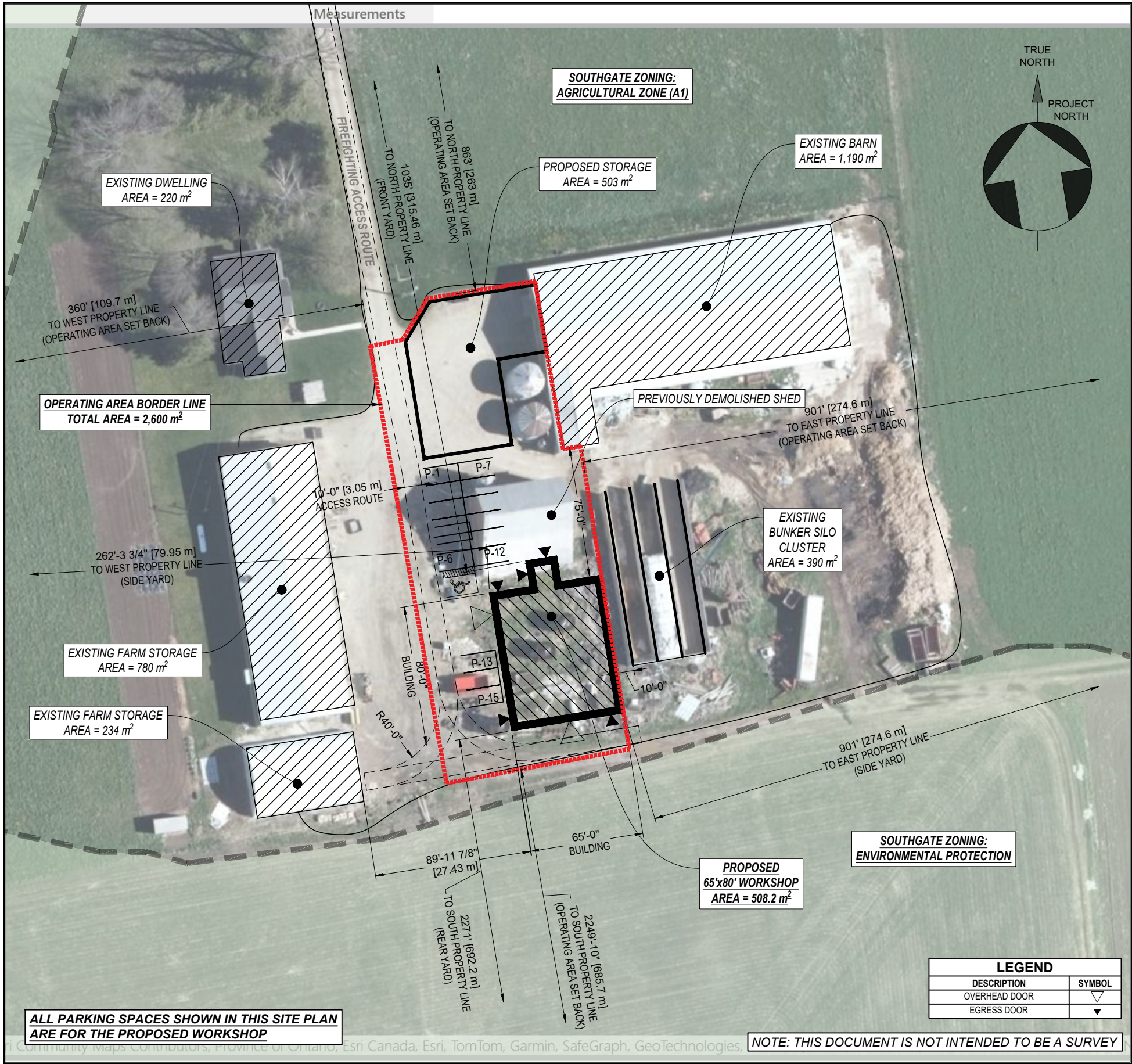
Figure 1 - Proposed Zoning By-law Amendment

-  Subject Lands
-  Proposed Area to be Rezoned from A1 to A1-xxx
-  Environmental Protection

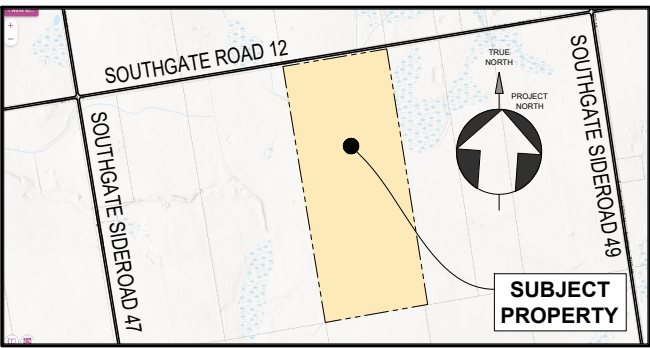


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Appendix A: Proposed Site Plan



ENLARGED SITE PLAN
SCALE 1/128" = 1'-0"



PARCEL DESCRIPTION	
ARN	420706000400300
MUNICIPALITY	Township of Southgate
PRIMARY ADDRESS	123812 SOUTHGATE ROAD 12
LEGAL DESCRIPTION	CON 11 LOT 8
ZONING	Agricultural Zone (A1)

Section 6: Agricultural Zone (A1) (Township of Southgate Zoning By-Law 19-2002)			
	DESCRIPTION	MINIMUM/MAXIMUM ZONING REQUIREMENTS	PROVIDED
6.1	PERMITTED USES	Uses, buildings or structures accessory to a permitted use	COMPLIES
6.2 a)	REGULATIONS - Minimum Lot Area	40 hectares	41.97 ha
6.2 b)	REGULATIONS - Minimum Lot Frontage	200 metres	414.91 m
6.2 c)	REGULATIONS - Maximum Lot Coverage	7 per cent	0.6764% (2,839 m ²)
6.2 d)	REGULATIONS - Minimum Front Yard	20 metres except that the minimum front yard for an agricultural building and/or Temporary farm Help Accommodation shall be 40 metres	315.4 m
6.2 e)	REGULATIONS - Minimum Side Yard	15 metres except that a minimum side yard abutting an improved public street shall be 20 metres.	EAST 274.6 m WEST 75.14 m
6.2 f)	REGULATIONS - Minimum Rear Yard	15 metres	692.2 m

- 3.2.5.5. LOCATION OF ACCESS ROUTES (OBC 2024)**
- Access routes for firefighting shall be located so that the principal entrance is located not less than 3 m (9'-10") and not more than 15 m (49'-3") from the closest portion of the access route required for fire department use, measured horizontally from the face of the building.
 - Access routes shall be provided to a building so that,
 - for a building provided with a fire department connection, a fire department pumper vehicle can be located adjacent to the hydrants referred to in Article 3.2.5.16., 2.b.
 - for a building not provided with a fire department connection, a fire department pumper vehicle can be located so that the length of the access route from a hydrant to the vehicle plus the unobstructed path of travel for the firefighter from the vehicle to the building is not more than 90 m (295'-3"), and the unobstructed path of travel for the firefighter from the vehicle to the building is not more than 45 m (147'-8").
 - The unobstructed path of travel for the firefighter required by Sentence (2) from the vehicle to the building shall be measured from the vehicle to the fire department connection provided for the building, except that if no fire department connection is provided, the path of travel shall be measured to the principal entrance of the building.
 - If a portion of a building is completely cut off from the remainder of the building so that there is no access to the remainder of the building, the access routes required by Sentence (2) shall be located so that the unobstructed path of travel from the vehicle to one entrance of each portion of the building is not more than 45 m (147'-8")

- 3.2.5.6 ACCESS ROUTE DESIGN (OBC 2024)**
- A portion of a roadway or yard provided as a required access route for fire department use shall,
 - have a clear width not less than 6 m, unless it can be shown that lesser widths are satisfactory,
 - have a centreline radius not less than 12 m,
 - have an overhead clearance not less than 5 m,
 - have a change of gradient not more than 1 in 12.5 over a minimum distance of 15 m,
 - be designed to support the expected loads imposed by firefighting equipment and be surfaced with concrete, asphalt or other material designed to permit accessibility under all climatic conditions,
 - have turnaround facilities for any dead-end portion of the access route more than 90 m long, and
 - be connected with a public thoroughfare.

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PRELIMINARY
ENGINEER TO REMOVE THIS MARK AND APPLY STAMP WHEN DRAWING IS FINALIZED.

DRAWING REVISIONS				
No.	DATE	REVISION	BY	APP'VD

DRAWING RELEASE				
DATE	ISSUE	BY	APP'VD	
OCT 16, 2025	FOR PERMIT	R.M.M.	H.B.	

ENGINEER:

H.BYE ENGINEERING
MOUNT FOREST
519-323-1527
Since 2017

OWNER:
MAYNARD AND VERA SHANTZ
123812 SOUTHGATE ROAD 12
HOLSTEIN, ONTARIO N0G 2A0

PROJECT NAME / LOCATION:
65'x80' WORKSHOP
123812 SOUTHGATE ROAD 12
HOLSTEIN, ONTARIO N0G 2A0

SHEET TITLE:
ENLARGED SITE PLAN

DWG FILE:	2025.131 - Maynard and Vera Shantz - New Work Shop		
DRAWN BY:	R.Z.	JOB#:	2025.131
CHECKED BY:	H.B.	SP1	
REVISION:	N/A		
DATE:	OCT. 16, 2025		
SCALE:	AS NOTED		

SHEET SIZE = 17" x 11" - DO NOT SCALE DRAWINGS