

## MINUTES

### OXFORD COUNTY LAND DIVISION COMMITTEE

Thursday, June 6, 2019

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, on Thursday, June 6, 2019 at 9:00 a.m. with the following individuals:

Acting Chair	-	A. Tenhove
	-	M. Hacon
	-	R. Jull
	-	J. Lessif
	-	P. Rigby
	-	C. van Haastert
Senior Planner	-	R. Versteegen
Secretary	-	S. Buchanan

The meeting was called to order at 9:00 a.m.

#### DECLARATIONS OF CONFLICT OF INTEREST:

None.

#### APPROVAL OF MINUTES:

Moved by: J. Lessif  
Seconded by: C. van Haastert

*"The Minutes of the Meeting of May 2, 2019, be approved as printed and circulated."*

CARRIED.

#### BUSINESS ARISING FROM MINUTES:

None.

#### GENERAL BUSINESS:

M. Hacon commented on the OACA Conference. It was sold out again this year, and they offered many interesting subjects for attendees. He was also re-elected to the Board of Directors.

#### CORRESPONDENCE:

Correspondence dated June 4, 2019 was received from Upper Thames River Conservation Authority regarding Application B19-35-5; A19-06-8 (Bella Bernath)

Correspondence dated June 4, 2019 was received from Upper Thames River Conservation Authority regarding Application B19-30-6 (Joe Webb Home Improvements Inc.)

Correspondence dated June 5, 2019 was received from Hugh Stere, of 73 John St, Tavistock, in regards to application B19-33-2 (2613852 Ontario Inc.)

Correspondence dated June 5, 2019 was received from the Clerk of the Township of East Zorra-Tavistock regarding Application B19-27-2 (Zilke Farms Inc.).

Correspondence dated June 5, 2019 was received from the Clerk of the Township of East Zorra-Tavistock regarding Application B19-33-2 (2613852 Ontario Inc.).

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APPLICATIONS FOR CONSENT:

B19-22-4 – Sancor Farms Ltd. (Part Lots North ½ 24, 25, 26, Concession 8, Township of South-West Oxford, formerly Township of Dereham)

Gord Klein, the owner's solicitor, was in attendance to present the application. He briefly outlined the application.

The purpose of the application for consent is to create an agricultural lot. The lot to be severed will cover an area of approximately 40 ha (100 ac), containing a livestock barn, 3 accessory structures, a coverall structure, and one accessory dwelling and private well and septic. The lot to be retained will be approximately 40 ha (100 ac) in area, and contains an accessory structure (drive shed).

R. Versteegen reviewed the staff Planning Report. The application is consistent with the policies of the Provincial Policy Statement and complies with the Oxford County Official Plan, with respect to severances for agricultural purposes and appears to meet the Township of South-West Oxford A2 zoning provisions. No concerns were received as a result of the agency circulation and no comments were received from neighbouring property owners. Planning staff are recommending that the proposed severance be approved.

R. Jull stated that he could not locate a sign with the address noted on Plate 1 of the report, listed as 243304 Airport Rd, and suggested it may have been a typo.

Moved by: M. Hacon  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. If required, the owner enter into a standard Severance Agreement with the Township of South-West Oxford, to the satisfaction of the Township.
2. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
3. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-23-4 – Donald A. & Linda J. Newman (Part Lot 12, Concession 11, Township of South-West Oxford, formerly Township of Dereham)

Brad Bennett, the solicitor for the applicants, Tyler and Kimberley Wood, was in attendance to speak to the application. The owner, Donald Newman, was seated in the gallery.

The purpose of this application for consent is for a non-farm rural residential lot addition. The lands to be severed will cover an area of approximately 1,197 m<sup>2</sup> (0.296 ac) of vacant land (wooded scrub land). It is proposed that the parcel to be severed will be added to the lot to be enlarged to improve an existing deficient side yard setback on the lot to be enlarged and allow the property owner to access their rear yard without crossing onto their neighbour's property (lot to be severed). The lot to be enlarged comprises approximately 2,039 m<sup>2</sup> (0.504 ac) and contains an existing single detached dwelling and accessory building, as well as a private well and septic system. Once merged with the parcel to be severed, the newly enlarged lot will be approximately 3,236 m<sup>2</sup> (0.8 ac) in size. The lot to be retained will be approximately 24.2 ha (60 ac) in area and contains a single detached dwelling accessory to a farm, a private well and septic system, and is in agricultural production. The lot to be retained is, and will continue to be, used for cash crop purposes, and is accessed from Brownsville Road.

R. Versteegen briefly reviewed the staff report. Planning staff are satisfied that the proposed lot addition is suitable and, in general, is consistent with the Provincial Policy Statement and complies with the Official Plan policies. The lot to be severed and enlarged, once merged, will meet the provisions of the RR Zone as set out in the Township's Zoning By-law. Staff note that the lot to be retained will need to be rezoned to recognize its lot area. No concerns were raised as a result of agency circulation, and no comments were received as a result of the public notice.

M. Hacon asked R. Versteegen to reiterate the need for rezoning. R. Versteegen indicated that it is staff's recommendation to rezone the entire property to RE, so as to not confuse the zoning boundary with a property boundary.

Moved by: J. Lessif  
Seconded by: M. Hacon

*'Granted'*

CONDITIONS:

1. The lot to be severed, retained and enlarged be appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. If required, the owners enter into a standard Severance Agreement with the Township of South-West Oxford, to the satisfaction of the Township.
4. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.

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2. The application for consent complies with the policies of the County of Oxford Official Plan.
  3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-25-5 – Howe Farms (Ontario) Ltd. & Gordon & Cheryl Howe (Part Lot 7, Concession 6,  
Township of Zorra, formerly  
Township of West Zorra)

Gordon Howe was in attendance to present his application. He briefly explained he would like to sever farmland to be consolidated with a farm parcel, and to retain a 2 acre lot.

The subject property comprises agricultural land with a barn, a silo, a detached garage and an accessory residence. The application proposes to sever approximately 20.2 ha (49.8 ac) of agricultural land to be added to an adjacent property directly to the south of the subject property. The existing barn and silo on the lands to be severed will be removed. The lot to be retained comprises approximately 0.8 ha (2.0 ac) and contains an existing single detached dwelling and a detached garage. The lot to be enlarged comprises approximately 59.1 ha (146 ac), including two accessory single detached dwellings, woodlot and cropland.

R. Versteegen reviewed the staff Planning report. The proposed severance is consistent with the Provincial Policy Statement and complies with the County Official Plan with respect to farm consolidation and surplus farm dwelling severances. An application for zone change will be required to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' to recognize the change in land use that would result from the proposed severance. No concerns were raised as a result of agency circulation, and no comments were received from the surrounding neighbours as a result of the public notice. Staff are recommending that the application be approved.

Moved by: M. Hacon  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lot to be retained be appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate south and be consolidated with said owners' existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. The existing barn and silo on the lot to be severed be removed, to the satisfaction of the Township of Zorra.
4. Drainage assessment re-apportionment be undertaken, pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of Zorra.
5. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.

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6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-27-2 – Zilke Farms Inc. (Part Lots 23 and 24, Concession 13, Township of East-Zorra Tavistock, formerly Township of East Zorra)

John and Jane Zilke were in attendance to present their application. They would like to sever the home farm from the property.

The application for consent proposes to sever 35.2 ha (87 ac) containing an accessory single detached dwelling, shed and cropland for agricultural purposes. The lot to be retained will cover an area of approximately 45.3 ha (112 ac) containing a machinery shed/workshop, grain bins, grain drying system and cropland. The proposed new property boundary is along the centre of a municipal drain and the applicant has requested a 12.2 m (40 ft) wide easement across a portion of the lot to be retained in favour of the lot to be severed in order to provide access to the fields on the east side of the drain via an existing culvert crossing. The owner has also applied for a Partial Discharge of Mortgage.

R. Versteegen reviewed the staff Planning report. The proposed new property boundary is along the centre of a municipal drain and the applicant has requested a 12.2 m (40 ft) wide easement across a portion of the lot to be retained in favour of the lot to be severed in order to provide access to the fields on the east side of the drain via an existing culvert crossing. R. Versteegen noted that regular shaped lots are typically preferred, however, in this instance the municipal drain forms a natural boundary. No concerns were raised as a result of agency circulation, and no comments were received from the surrounding neighbours as a result of the public notice. The Township of East Zorra-Tavistock will require a drainage assessment reapportionment. Planning staff are recommending that the proposed severance and easement be approved.

M. Hacon inquired if a formal easement would be required to access the back fields of the property. John Zilke responded, as brothers are currently cropping the land, there is a verbal agreement in place.

C. van Haastert inquired, if a culvert is not added, if heavy machinery have any effect on the existing drain. John Zilke noted they are not intending any more use than what is already occurring. He also indicated they have inquired with the UTRCA regarding putting in a culvert, but are not actively pursuing it at this time.

Moved by: R. Jull  
Seconded by: C. van Haastert

*'Granted'*

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CONDITIONS:

1. An Easement for the purpose of access to an existing culvert crossing over the lot to be retained in favour of the lot to be severed shall be established, as shown on Plate 5 to Report No. CP2019-161, to the satisfaction of the Secretary-Treasurer of the Land Division Committee. The owner undertakes to register the Easement Agreement upon registration of the Transfer of the severed lot, and to provide a copy of the registered Agreement to the Secretary-Treasurer of the Land Division Committee.
2. Drainage assessment re-apportionment be undertaken, pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of East Zorra-Tavistock.
3. If required, the owner shall enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township.
4. The Clerk of the Township of East Zorra-Tavistock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-28-8 – Contrans Corp. (Part Lot 18, RCP 1654, PART 1, City of Woodstock)

Deryk Walden was in attendance on behalf of the owners, to present the application.

The purpose of the application for consent is to create an easement for stormwater management purposes. The proposed easement will cover an area of approximately 1,291 m<sup>2</sup> (13,896.7 ft<sup>2</sup>), with an average width of 6 m (19.7 ft), and will be located on the subject property located at 1179 Ridgeway Drive (Contrans Corp), in favour of the abutting property to the immediate west, at 1127 Ridgeway Drive (Execulink Holdings Inc.).

R. Verteegen briefly reviewed the staff Planning Report. The proposed easement will facilitate the existing use of the lands for industrial purposes, promote an efficient use of existing infrastructure and stormwater management best practices. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners, as a result of the public notice. The City of Woodstock Engineering department indicated if the easement is approved, they will require a draft copy of the reference plan and easement agreement for review. Planning Staff are recommending approval of the application as the proposal is consistent with the policies of the Provincial Policy Statement and maintains the general intent and purpose of the Official Plan.

Moved by: M. Hacon  
Seconded by: P. Rigby

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*'Granted'*

CONDITIONS:

1. A draft copy of the reference plan and Shared Easement Agreement for servicing be provided to the City of Woodstock and the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate. All cost sharing requirements and maintenance responsibilities shall be clearly indicated in the Agreement and the said Agreement shall be registered on title.
2. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
3. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-30-6 – Joe Webb Home Improvements Inc. ((Lot 9, Block 11, Registered Plan 297, Town of Ingersoll))

Joe Webb was in attendance to present his application. He indicated that this is the final semi-detached home on a large property that has been severed multiple times over the last few years.

The purpose of the Application for Consent is to separate a semi-detached dwelling that is currently under construction into separately conveyable lots. The proposed lot to be severed is to cover an area of approximately 340.634 m<sup>2</sup> (3,666.64 ft<sup>2</sup>) and will contain half of the semi-detached dwelling. The proposed lot to be retained is to cover an area of approximately 363.38 m<sup>2</sup> (3,922.53 ft<sup>2</sup>) and will contain a half of the semi-detached dwelling.

R. Versteegen reviewed the staff Planning report. Surrounding land uses are predominately low density residential consisting of single-detached and semi-detached dwellings to the north, east and west. Open space lands and the Canadian Pacific Railway are located to the north. The proposal is consistent with the relevant policies of the Provincial Policy Statement and the residential infilling policies of the Official Plan, and meets the Town of Ingersoll zoning provisions. No concerns were raised as a result of agency circulation, and no comments were received from the surrounding neighbours as a result of the public notice. Planning staff are recommending the application for approval.

Moved by: C. van Haastert  
Seconded by: J. Lessif

*'Granted'*

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CONDITIONS:

1. The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities.
2. The owner shall provide the Town of Ingersoll with an updated survey of the subject lands, to that satisfaction of the Town of Ingersoll.
3. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Ingersoll have been complied with.
4. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-32-1 – Granclare Jerseys Ltd. (Part Lots 14 – 16, Concession 2, Township of Blandford-Blenheim, formerly Township of Blenheim)

Arjan Leeuweeke, the applicant, was in attendance to present the application. One of the owners, Jeff Butcher, was present in the gallery. Also in attendance was Avril Oldham, 726859 Township Road 3, Princeton, ON N0J 1V0. A. Leeuweeke indicated he would like to create a new agricultural lot.

The purpose of the Application for Consent is to create an agricultural lot. The lot to be severed comprises approximately 63 ha (157 ac), is in agricultural production (cash crop), and is currently vacant of any buildings/structures. The lot to be retained comprises approximately 48.9 ha (121 ac) and contains two livestock barns (dairy), a bank barn, coverall structure, and three accessory farm dwellings. The owner has applied for Partial Discharge of Mortgage.

R. Versteegen reviewed the staff Planning Report. The proposal is consistent with the Provincial Policy Statement, and complies with the policies of the County Official Plan. He noted that an application for zone change has also been submitted to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-Sp)' to recognize the three existing accessory farm dwellings on the property. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners as a result of the public notice. Planning Staff are recommending approval of the application.

M. Hacon asked for clarification regarding the existing three homes, and questioned whether the zone change condition needed to be more specific. In response, R. Versteegen indicated the condition was specifically worded similarly to a lot area condition, to allow the Township of Blandford-Blenheim Council to make their own determination of what is appropriate. M. Hacon wanted to ensure the applicant was aware that one of the homes may have to be removed. A. Leeuweeke responded that he was aware that may be a potential outcome.

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In response to A. Oldham, regarding the need for the zoning, R. Versteegen indicated a special zoning was required to recognize the three existing homes which would be located on one parcel.

A. Oldham also asked if the entire 278 acres is currently owned by one person. A. Leeuweke responded it is one. A. Oldham then asked for clarification as to whether the lot being severed could be sold, built on and used for farm purposes. In response, A. Leeuweke indicated that is a possibility.

Moved by: C. van Haastert  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. The lot to be retained be appropriately zoned.
2. If required, drainage assessment re-apportionment be undertaken, pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of Blandford-Blenheim.
3. If required, the owner enter into a standard Severance Agreement with the Township of Blandford-Blenheim, to the satisfaction of the Township of Blandford-Blenheim.
4. The Clerk of the Township of Blandford-Blenheim advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve / deny the application.

CARRIED.

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B19-33-2 – 2613852 Ontario Inc. (Lot 16, W/S John Street, Plan 307; Parts 1 & 2, Plan 41R-9769, Township of East Zorra-Tavistock)

No one was in attendance to present the application.

The application proposes to sever a lot comprising 979.9 m<sup>2</sup> (10,547.6 ft<sup>2</sup>), with frontage of 11.3 m (37 ft) along John Street, and containing one-half of a semi-detached dwelling under construction. The lot to be retained comprises 985.4 m<sup>2</sup> (10,606.8 ft<sup>2</sup>), with frontage of 11.3 m (37 ft) along John Street, and containing one-half of a semi-detached dwelling under construction.

R. Versteegen reviewed the staff Planning report. He stated that the proposed severance is consistent with the Provincial Policy Statement, and complies with the Oxford County Official Plan with respect to low density residential uses in a settlement area. The property meets the provisions of the Township of East Zorra-Tavistock Zoning By-law. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners as a result of the public notice. He also reviewed the suggested conditions.

Neighbouring property owners Harry Wettlaufer and Philip Schaefer attended to present their concerns regarding two dead trees behind a duplex, along the north side of 55 John St. They felt these trees should be addressed before allowing the severance. R. Versteegen offered to provide the contact information for the applicant, so they may contact them directly regarding the trees. A. Tenhove suggested they should express their concern to the Township of East Zorra-Tavistock as well. Planning staff are recommending that the proposed severance be approved.

Moved by: P. Rigby  
Seconded by: M. Hacon

*'Granted'*

CONDITIONS:

1. Individual water and sanitary services, with separate water meters, be provided for each lot and the County of Oxford Department of Public Works advise the Secretary-Treasurer of the County of Oxford Land Division Committee that all financial requirements of the County of Oxford with respect to provision of water and sewer services to the subject property have been complied with. This condition can be cleared by payment for the required services or entering into a severance agreement with the area municipality which states that no building permit shall be issued until payment is made to the County. In order to clear this condition, a copy of the draft Severance Agreement which addresses the above requirements to the satisfaction of the County of Oxford Public Works Department, must be provided to the Public Works Department.
2. Driveway accesses shall meet the Township of East Zorra-Tavistock Servicing Standards and be approved by Township Public Works.
3. The owner provide cash-in-lieu of parkland, to the satisfaction of the Township of East Zorra-Tavistock.
4. If required, drainage re-apportionment be undertaken, pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of East Zorra-Tavistock.
5. If required, the owner enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township of East Zorra-Tavistock.
6. The Clerk of the Township of East Zorra-Tavistock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
7. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

CARRIED.

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B19-34-3 – The Corporation of the Township of Norwich (Elgin Street, Plan 745, east of Centre Street, in the Village of Norwich)

Emma Brown was in attendance on behalf of Maria Kinkel, the applicant's solicitor.

The proposed application has been requested to facilitate an access easement over an unopened, Township owned road allowance (Elgin Street), in favour of the residential parcel to the immediate south. The subject lands have approximately 15 m (49.5 ft) feet of frontage on Centre Street, and are approximately 110.6 m (363 ft) long. It is proposed that the subject lands will be conveyed to the property to the immediate east to be used as the driveway access for future development of these lands.

R. Versteegen reviewed the staff Planning report. The proposed easement has been requested to establish permanent driveway access over the subject lands, in favour of the existing residential parcel to the immediate south. The subject lands are currently comprised of an unimproved road allowance, as part of Elgin Street in the Village of Norwich, and have frontage on Centre Street. It is the intent of the Township of Norwich to convey this unimproved road allowance to the lands to the immediate east, owned by the applicant (Stillwaters Christian Retirement Community), to provide private driveway access to the proposed residential retirement community.

A site specific Official Plan policy was established for the lands to the immediate east (Stillwaters) in March, 2018 to permit the creation of lots for single detached dwellings having frontage on a private driveway. Staff are of the opinion that the proposal is consistent with the relevant policies of the Provincial Policy Statement and complies with the Official Plan policies. For the Committee's information, the Township of Norwich has approved, in principle, a zone change that will rezone the subject lands, as well as the lands proposed to be developed by Stillwaters. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners as a result of the public notice. Planning staff are satisfied that the proposal can be supported from a planning perspective.

In response to M. Hacon, R. Versteegen explained that the easement would be required in advance of the conveyance to the larger parcel.

Moved by: J. Lessif  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. Easement over servient lands (PIN 000640447, owned by the Corporation of the Township of Norwich), be registered in favour of the dominant lands, (PIN 000640650, owned by Loreen Warboys), to the satisfaction of the Secretary-Treasurer of the Land Division Committee.
2. Proof of registration of a private access agreement between the owners of the servient lands (PIN 000640447) and the dominant lands (PIN 000640650) be provided, to the satisfaction of the Township of Norwich, setting out responsibilities regarding the general maintenance and upkeep of the private access.
3. The Clerk of the Township of Norwich advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
4. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

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REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B19-35-8; A19-06-8 – Bella Bernath (Part Lot 16, Plan 10, City of Woodstock)

Bella and Gibson Bernath were in attendance to present their application. B. Bernath explained that the purpose of the severance is to separate the existing semi-detached dwelling into two separate lots.

The purpose of the Application for Consent is to separate an existing semi-detached dwelling into two separate lots. The lots to be severed and retained both comprise approximately 364 m<sup>2</sup> (3,918 ft<sup>2</sup>) and will contain a semi-detached dwelling unit. The owner has also applied for Partial Discharge of Mortgage. Relief from Section 7.2 – Zone Provisions, of the City of Woodstock Zoning By-law No. 8626-10 is required to reduce the minimum required interior side yard width on the lot to be retained from 3 m (9.8 ft) to 2.5 m (8.2 ft), to recognize the location of the existing semi-detached dwelling on the subject property.

R. Versteegen briefly reviewed the staff Planning report. The application is consistent with the relevant policies of the Provincial Policy Statement and complies with the residential infilling policies of the County Official Plan. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners as a result of the public notice. He reviewed the recommendation and suggested conditions. Staff support the approval of the proposal.

B19-35-8

Moved by: M. Hacon  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The Owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock, regarding the installation of services and drainage facilities.
3. The Owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
4. The Owner shall provide confirmation of building code compliance for attached dwellings through an inspection by the City of Woodstock Building Department. The Owner will obtain a building permit for any remedial work required as a result of the required inspection and may include design drawings by a qualified designer. All work is to be completed to the satisfaction of the City of Woodstock.

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5. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
  6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

A19-06-8

Moved by: M. Hacon  
Seconded by: J. Lessif

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the City of Woodstock Zoning By-law No. 8626-10.
2. The variance requested is desirable for the appropriate development or use of the land, building or structure.
3. The variance requested is in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variance requested is in keeping with the general intent and purpose of the City of Woodstock Zoning By-law No. 8626-10.

CARRIED.

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B18-58-8 – Great Western Rail Company (Part Lot 19, Concession 1 (East Oxford), in the City of Woodstock)

Sarah Code, of GSP Group, was in attendance to present the application. Wim & Derek Overbeek, the intended purchasers of the property, were also in attendance.

The application for consent proposes an industrial lot addition. The lands to be severed comprise approximately 0.26 ha (0.64 ac) and are currently vacant of any buildings or structures. The lands to be severed are proposed to be added to the lands to the immediate south, comprising approximately 0.47 ha (1.17 ac) and containing a seasonal outdoor garden market. The retained lands are part of the larger CN railway corridor.

R. Versteegen reviewed the staff Planning report. The proposal is consistent with the Provincial Policy Statement, complies with the Official Plan policies and the subject property is appropriately zoned. No concerns were raised as a result of agency circulation, and no comments were received from neighbouring property owners as a result of the public notice. The City of Woodstock Engineering department had several comments, and also included several conditions

that must be satisfied, if the application is approved. A condition regarding the registration of a storm sewer easement on the severed lot only has been included, as it may be difficult to get CN to register the easement on the retained lands. Planning Staff are recommending approval of the application.

Committee members inquired regarding the location of the storm sewer. In response, S. Code indicated the location of the drain will be confirmed before any easements are put in place.

Moved by: R. Jull  
Seconded by: M. Hacon

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate south and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50 (3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
2. The Owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and enlarged lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
3. The Owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
4. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
5. The owner shall provide an easement over the lot to be severed in favour of the City of Woodstock over the existing municipal storm sewer, free of all costs and encumbrances, to the satisfaction of the City of Woodstock.
6. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
7. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.

4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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On the motion of J. Lessif, the Committee meeting adjourned at 11:00 a.m.

*"Arend Tenhove"*

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CHAIRMAN