

## MINUTES

### OXFORD COUNTY LAND DIVISION COMMITTEE

#### HYBRID HEARING

Thursday, June 5, 2025

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and met virtually via livestream, on Thursday, June 5, 2025, at 9:30 a.m. with the following individuals:

Chairperson	-	G. Brumby
	-	A. Tenhove
	-	L. Martin
	-	J. Lessif
	-	D. Paron
	-	D. Matheson
	-	C. van Haastert
Manager of Development Planning	-	E. Gilbert
Secretary-Treasurer	-	A. Karn Sims

The meeting was called to order at 9:30am.

#### DECLARATION OF CONFLICT OF INTEREST:

None.

#### APPROVAL OF MINUTES:

Moved by: J. Lessif  
Seconded by: L. Martin

*"The Minutes of the Meeting of May 1, 2025, be approved as amended, printed and circulated."*

CARRIED.

#### BUSINESS ARISING FROM THE MINUTES:

None.

#### GENERAL BUSINESS:

None.

#### CORRESPONDENCE:

None.

#### APPLICATIONS FOR CONSENT:

B25-08-8 – Oxford Builders Inc.  
(Pt Lt 3-4, Plan 225, City of Woodstock)

George Geerlinks was present to speak to the application.

E. Gilbert reviewed the staff Planning Report. The application for consent seeks to sever a semi-detached dwelling that is under construction with one unit that has a frontage of 9.9 m

(32.7 ft), depth of 33.5 m (110.1 ft), area of 33.8 m<sup>2</sup> (3,460.37 ft<sup>2</sup>) and retain a dwelling unit with a frontage of 9.9 m (32.7 ft), depth of 33.5 m (110.2 ft), and area of 325.6 m<sup>2</sup> (3,504.7 ft<sup>2</sup>).

The subject lands front on the north side of Admiral Street, lying between Oxford Street and Delatre Street and are legally described as Plan 225, Part Lots 3 and 4, in the City of Woodstock, known municipally as 285 Admiral Street.

No comments of concern were received from the agencies circulated or members of the public.

Overall Planning Staff are supportive of the application and recommend approval subject to the noted conditions.

George Geerlinks had no questions or concerns and understood and accepted all conditions.

No additional comments or concerns were received from the Committee.

#### B25-08-8

Moved by: J. Lessif  
Seconded by: D. Paron

*'Granted'*

#### CONDITIONS:

1. The owner shall provide 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 easements created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City.
3. The owner shall satisfy all requirements, financial and otherwise, of the County, regarding the installation of water & sanitary sewer services, to the satisfaction of the County.
4. The Owner shall submit a recent survey prepared by an OLS to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
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 two years of the mailing of this Notice of Decision. If all conditions are not met within two years, 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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

#### REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application 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.

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CARRIED.

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B25-13-3 – Windmill AG Inc.  
(Pt Lt 21, Conc. 8 (South Norwich), Township of Norwich)

Jake & Dori Dey were present to speak to the application.

E. Gilbert presented the Staff report. The application has been requested to facilitate the creation of a rural residential parcel in the Township of Norwich. It is proposed that the lot to be severed will be approximately 0.4 ha (1 ac) in size, and have 62 m (203 ft) of frontage along County Road 13. The lot to be severed currently contains an existing single detached dwelling with attached garage serviced by a private septic system and private well.

It is proposed that the lot to be retained will be approximately 2.8 ha (7 ac) in size with 207 m (679 ft) of frontage along County Road 13. The lot to be retained currently contains three agricultural storage buildings and the property will continue to be used for agricultural-business purposes, no development is proposed on either lot at this time.

The subject lands are described as the South Part of Lot 21, Concession 8 (South Norwich), in the Township of Norwich. The subject lands are located on the east side of County Road 13 lying between Main St and Milldale Road, just north of the Village of Springford. The subject lands are municipally known as 592624 & 592636 County Road 13, Township of Norwich.

Overall Planning Staff do not recommend approval of this application as it does not comply with the Provincial Planning Statement (PPS) respecting lot creation. In prime agricultural areas the PPS only lets you create a new lot for non-farm residential purposes if its surplus through a farm amalgamation which this one is not. Similarly, the Official Plan (OP) has the same policies only allowing a lot creation for non-farm residential purposes if it is surplus through a farm amalgamation. Originally the proposed dwelling to be severed would have been constructed as an accessory to the AB use which is allowed, but it does not allow for the eventual consent of these dwellings.

J. Dey commented that they have made significant investments to clean up the property and hope to sever it off to potentially sell to a family member for residential uses in the future.

In response to J. Lessif, J. Dey noted that at this time they have a tenant in the house.

In response to J. Lessif, E. Gilbert noted that the only way that Staff could support this application is if there was a farm consolidation. There are no other policy basis or ways it could be supported as proposed. As noted the zoning lets you build a house accessory to the agri-business but the tradeoff is that it is not severable in the future.

D. Paron noted that she looked through the policies for any exceptions that would allow this but she couldn't find any. Renting off the storage building is possible and in theory the house could be rented to the family as well if that was the intent.

In response to L. Martin, E. Gilbert noted that a stipulation that the house not be severed wouldn't have changed and even the previous Agricultural Policies wouldn't allow you to sever the dwelling from the AB use even before the PPS was more restrictive in 2005.

In response to J. Lessif, J. Deys noted that the front of the building is currently being rented out and they are using the remaining property themselves for their overflow equipment.

In response to C. Van Haastert, E. Gilbert stated that if the rural cluster was to extend then the severance policy would change because the PPS policies that prohibit lot creation wouldn't apply anymore because it would be in a settlement area.

In response to A. Tenhove, E. Gilbert outlined a list of 4 suggested conditions that would be recommended if the Committee decided to vote in favour of the application.

In response to D. Paron, J. Deys noted that they don't plan to sell the property again. Their intent is to allow one of their children to purchase and live there.

D. Matheson commented to J. Deys that the Committee understands what they are trying to do they just don't have a slot to put it in at this time.

The Committee had no further comments.

B25-13-3

Moved by: L. Martin  
Seconded by: D. Matheson

*'Not Granted'*

REASONS:

1. The application for consent is not consistent with the 2024 Provincial Planning Statement as the proposal to create a non-farm rural residential parcel will not be a result of a farm consolidation.
2. The application for consent does not comply with the policies of the County of Oxford Official Plan with respect to creation of a non-farm rural residential parcel.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

B25-14-4 – 927515 Ontario Inc.  
(Pt Lt 14, Conc. 7 (Dereham), Township of South-West Oxford)

Alex Verschueren was present to speak to the application.

E. Gilbert reviewed the staff Planning Report. The intent of the application is to facilitate a lot addition to an existing rural residential parcel.

The proposed lot to be severed is approximately 0.57 ha (1.4 ac) in area and currently vacant (used for cash cropping purposes). The application proposes to convey the lot to be severed to an adjacent existing 2,156.69 m<sup>2</sup> (23,207 ft<sup>2</sup>) rural residential parcel resulting in an enlarged rural residential parcel of approximately 0.79 ha (1.9 ac). The lot to be enlarged has frontage on Dereham Line and contains a single family dwelling and a detached garage.

It is proposed that the lot to be retained will be approximately 36 ha (88.9 ac) in area. It contains an existing residential dwelling, and multiple agricultural storage buildings.

No new development is proposed as part of this application.

The subject property is legally described as Pt Lot 14, Con 7 (Dereham). The subject property is located south of Prouse Line between Prouse Line and Airport Road and municipally known as 263924 Prouse Line.

No objections were received from the agencies circulated or members of the public.

Planning Staff have reviewed the application and recommend approval subject to the recommended conditions.

A. Verschueren had no comments or concerns and understood and accepted all noted conditions.

In response to L. Martin, A. Verschueren noted that he had no issues with condition #1.

No further comments or concerns were received from the Committee.

B25-14-4

Moved by: A Tenhove  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. A 5 m widening of the frontage along Prouse Road for the lot to be retained shall be provided to the County. The widening will be provided free and clear of all liens, easements, and other encumbrances, to the satisfaction of the County of Oxford.
2. The lot to be severed be appropriately zoned to the satisfaction of the Township of South-West Oxford.
3. The parcel intended to be severed be conveyed to the abutting lands to the west 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.
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 of South-West Oxford, 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 two years of the mailing of this Notice of Decision. If all conditions are not met within two years, 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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning 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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B25-19-6; A25-03-6 – Ajdin & Muhamed Bahor  
(Lt 11 e/s Hall St, 11A s/s Tunis St, Blk 58, Plan 279, Town of Ingersoll)

Ajdin Bahor was present online to speak to the application.

E. Gilbert reviewed the staff Planning Report. The application for consent proposes the creation of one new lot for residential purposes and the retention of a lot containing an existing single detached dwelling, a detached garage and a shed. It is proposed that the lot to be severed will be 693.8 m<sup>2</sup> (7,469 ft<sup>2</sup>) in size with 20.1 m (65.9 ft) of frontage on Hall Street and a depth of 33.9 m (111.2 ft). The lot to be severed is currently vacant.

It is proposed that the lot to be retained will be 964.2 m<sup>2</sup> (10,378.5 ft<sup>2</sup>) in size with 20.1 m (65.9 ft) of frontage on Tunis Street and a depth of 46.4 m (152.2 ft). The lot to be retained contains an existing single detached dwelling approximately 108.8 m<sup>2</sup> (1,171.8 ft<sup>2</sup>) in size, a garden shed approximately 10 m<sup>2</sup> (109.1 ft<sup>2</sup>) in size, and a detached garage approximately 62.4 m<sup>2</sup> (672.3 ft<sup>2</sup>) in size. A minor variance has been requested to recognize the location of the existing detached garage on the lot to be retained, which does not comply with the front yard setback requirement.

The subject lands are located on the east side of Hall Street, lying between Martha Street and Canterbury Street and are municipally known as 305 Hall Street in the Town of Ingersoll.

Overall Planning Staff are supportive of the application and recommend approval subject to the noted conditions.

A. Bahor had no question or concerns and understood and accepted all noted conditions.

In response to D. Paron, A. Bahor advised that it is a garage.

D. Paron noted that the garage seems to have its own municipal address and looks like it was originally a commercial building under different ownership.

In response to C. Van Haastert, A. Bahor noted that he is aware of the financial obligations outlined in the report. E. Gilbert added that the obligations would need to be fulfilled within the 2 years to finalize the Consent.

The Committee had no further comments or concerns.

#### B25-19-6

Moved by: A. Tenhove  
Seconded by: C. Van Haastert

*'Granted'*

#### CONDITIONS:

1. The County of Oxford Department of Public Works advise the Secretary-Treasurer of the County of Oxford Land Division Committee that all requirements, financial and otherwise, of the County of Oxford regarding the installation of water and sanitary services have been met, to the satisfaction of the County of Oxford Public Works Department. Both properties must be served with water and sanitary services independently, and if any services cross the proposed property line, they shall be disconnected to the satisfaction of the County of Oxford Public Works Department.
2. If required, the Owner shall submit a grading and servicing plan, prepared by a Professional Engineer or Ontario Land Surveyor, to satisfaction of the Town of Ingersoll. The said grading plan shall demonstrate that all surface water is fully contained, does not negatively impact any adjoining property, is directed away from any existing or proposed structures and is directed to an adequate stormwater outlet.
3. Confirmation shall be provided that the existing driveway access between the lot to be severed and the lot to be retained be decommissioned and made inoperable at the rear portion of the lot to be severed and the lot to be retained. Any hard surfaces of the area to be decommissioned shall be removed and re-landscaped with natural vegetation to match the existing area, to the satisfaction of the Town of Ingersoll.
4. If required, the Owner shall enter into an encroachment agreement with the Town of Ingersoll for the existing accessory building located on the Tunis Street right of way, to the satisfaction of the Town of Ingersoll.
5. If required, 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.

6. The owner shall provide the payment of cash-in-lieu of parkland for the creation of the new lot, to the satisfaction of the Town of Ingersoll.
7. If required, the Owner shall provide survey plans for both the lot to be severed and the lot to be retained, prepared by an Ontario Land Surveyor, confirming the dimensions of the proposed lots, to the satisfaction of the Town of Ingersoll Building Department.
8. If required, the Owner shall provide confirmation of the location of any 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 Town of Ingersoll.
9. If required, the owner shall enter into a severance agreement with the Town of Ingersoll, and the Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial, services and otherwise, have been complied with.
10. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, 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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning 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.

A25-03-6

Moved by: A. Tenhove  
Seconded by: C. Van Haastert

*'Granted'*

CONDITIONS:

1. That the said relief shall only apply to an accessory structure, existing as of June 5, 2025.

REASONS:

1. The variances requested are minor variances from the provisions of the Town of Ingersoll By-law No. 04-4160;
2. The variances requested are desirable for the appropriate development or use of the land;
3. The variances requested are in keeping with the general intent and purpose of the Town of Ingersoll By-law No. 04-4160; and

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4. The variances requested are keeping with the general intent and purpose of the County Official Plan.

CARRIED.

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On the motion of J. Lessif the Land Division Committee meeting adjourned at 10:10am.

*“Original Signed by”*

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CHAIRPERSON