

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, December 4, 2025

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and virtually via livestream, on Thursday, December 4, 2025, at 10:30 a.m. with the following individuals:

Chairperson	-	G. Brumby
	-	A. Tenhove - <i>virtual</i>
	-	L. Martin
	-	D. Paron
	-	D. Matheson
	-	C. van Haastert
	-	L. Bartlett
Senior Planner	-	H. St. Clair
Secretary-Treasurer	-	A. Karn Sims

The meeting was called to order at 10:35am.

DECLARATION OF CONFLICT OF INTEREST:

Lynda Bartlett declared conflict of interest for application B25-56-3; A25-13-3 (MA Stubbe Holdings Inc.).

APPROVAL OF MINUTES:

Moved by: C. Van Haastert
Seconded by: L. Martin

"The Minutes of the Meeting of November 6, 2025, be approved as amended, printed and circulated."

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

1. Correspondence dated November 30, 2025 received from Cliff and Janet Hughes
RE: Application B25-56-3 (MA Stubbes Inc.)
2. Correspondence dated December 1, 2025 received from John Stanisic
RE: Application B25-56-3 (MA Stubbes Inc.)
3. Correspondence dated December 3, 2025 received from Jeff Franklin
RE: Application B25-46-4 (Robleigh Farms Ltd.)

APPLICATIONS FOR CONSENT:

B25-26-4 – Paul Boesterd

(Pt Lt 13-14, Conc. 8 (Dereham), Township of South-West Oxford)

Paul Boesterd, the owner, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The applicant submitted a request to amend the dimensions of the lot to be retained as it relates to the Land Division Committee's decision regarding Consent Application B25-26-4.

At their meeting of September 4, 2025, the Land Division Committee conditionally approved Application for Consent B25-26-4, submitted by White Coat LLP (c/o Gord Klein), which proposed a farm consolidation and the retention of a 0.8 ha (2 ac) lot for non-farm rural residential use. It was proposed that the lot to be severed would be added to the abutting agricultural lot to the immediate south. Once merged, the lot to be severed and the lot to be enlarged would result in an agricultural parcel size of approximately 45.7 ha (112.9 ac) with frontage on Ostrander Road.

The applicant has now requested that the dimensions of the lot to be retained be amended to increase the depth and square the retained lands to better support efficient farming practices and maximize potential crop yield on the lot to be severed. The amendment would not change the frontage or area of the lot to be retained; the change would be to the lot depth and width of the rear lot line.

The intent of the amendment is to regularize the lot to be retained to allow for efficient farming of the field to the east (part of the lot to be severed). After Consent Application B25-26-4 was granted, the applicant realized that the original proposal would have resulted in the lot to be retained having an irregular shape which would result in inefficient farming for the lot to be severed. More specifically, the rear lot line would have been 10 m (30 ft) wider than the front lot line, which equates to twelve (12) rows of crops. As most farmers use GPS auto-steer which only works in a straight line from one end of the field to the other, the original dimensions and shape of the lot to be retained as originally submitted would have resulted in inefficient farming and a loss of potential crop yield.

The subject lands are described as Part Lots 13-14, Concession 8 (Dereham) as in 497541. The lands are located on the south side of Airport Road, lying between Dereham Line and Plank Line and municipally known as 243930 Airport Road.

Staff are of the opinion that this is a reasonable amendment. The area and frontage of the lot to be retained remains consistent with the original proposal, remain consistent with the intent of the Provincial Planning Statement and the County Official Plan with respect to farm consolidations and surplus farm dwellings, and the amended proposal will continue to comply with the provisions of the Township Zoning By-law. Increasing the depth and decreasing the width of the rear lot line of the lot to be retained is not anticipated to result in any negative impacts to the lot to be severed.

Staff note that the applicant has submitted an application to rezone the lot to be retained (Condition 5 of the Notice of Decision for B25-26-4).

Planning staff are of the opinion that the request to amend the dimensions of the lot to be retained is appropriate, continues to represent good land use planning and can be supported from a planning perspective.

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

P. Boesterd understood and accepted all noted conditions.

D. Matheson commented that he applauded the owner for recognizing the issue and bringing it forward and getting it straightened out right away.

No further comments or concerns were received from the Committee.

B25-26-4

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

'Granted'

CONDITIONS:

1. The Owner shall demonstrate, to the satisfaction of the Township Building Department, that the existing livestock structure (Permit 2008-113) on the lot to be severed complies with the Minimum Distance Separation I setback requirement, or the Owner shall obtain a Change of Use Permit for the existing livestock structure (Permit 2008-113) to a use in conformance with the provisions of the Township Zoning By-law, and any applicable requirements of the Ontario Building Code, to the satisfaction of the Township Chief Building Official.
2. The Owner shall demonstrate that sufficient access is provided to the existing livestock structure (Permit 2008-113) on the lot to be severed that conforms to the minimum requirements for the provision of access for fire/emergency services as per the Ontario Building Code, to the satisfaction of the Township of South-West Oxford.
3. The Owner shall demonstrate that municipal addressing for all structures on the lot to be severed and lot to be retained conforms to the County Civic Addressing Guidelines to the satisfaction of the Township of South-West Oxford.
4. The location of the existing septic system servicing the lot to be severed is confirmed and verified by the Township of South-West Oxford Building Department prior to registration.
5. The lot to be retained be appropriately zoned to the satisfaction of the Township of South-West Oxford.
6. The parcel intended to be severed be conveyed to the abutting lands to the 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.
7. 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.
8. 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.

B25-46-4 – Robleigh Farms Ltd.

(Pt Lt 13-14, Conc. Broken Front (West Oxford), Township of South-West Oxford)

Kelly & Gord Cowell, the owners, were present to speak to the application.

H. St. Clair presented the Staff report. The Application for Consent proposes to sever agricultural lands and retain one of the two existing single detached dwellings on the lot to be retained. The lot to be severed comprises approximately 47.6 ha (117.6 ac) and contains a 360 m² (3,875 ft²) shop, 240 m² (2,583 ft²) drive shed, and single detached dwelling (circ. 1860) and private well and septic system and is in agricultural production (cash crops). The applicant has indicated that the shop and drive shed are being used to store agricultural equipment only and do not contain any other uses.

It is proposed that the lot to be retained will be 0.57 ha (1.4 ac) in area with approximately 95 m (311.7 ft) of frontage on Karn Road. The lot to be retained contains an existing single detached dwelling (circ. 1923) and a private well and septic system.

If the proposed consent is approved, the applicant will be required to submit a Zone Change Application to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' to recognize the change in land use and permit a reduced lot depth resulting from the proposed severance. The applicant will also be required to rezone the lot to be severed from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' to recognize the continued use as agricultural with a special provision to limit the establishment of additional dwelling units on the lot to be severed and enter into an agreement with the County of Oxford regarding the special provision.

Surrounding land uses include agricultural uses to the south, a rural residential property (zoned 'Residential Existing Zone (RE)') on Karn Road abutting the proposed lot to be retained, rural residential properties to the north (zoned 'Rural Residential Zone (RR)'), and residential properties zoned 'RE' to the east of the lot to be severed (on Galloway Line).

The subject lands are described as Part Lots 13-14 Concession Broken Front, Township of South-West Oxford. The lands are located on the north side of Karn Road, between Calloway Line and Church Line and are municipally known as 564211 Karn Road.

One comment of concern was received from a member of the public, Jeff Franklin, with regard to the public notice not being received due to incorrect address information in Township records, however they have now been provided with the appropriate information and have expressed no concerns with the application.

It is also noted that Plate 1 of the Planning Staff report did not properly reference the appropriate lot configuration for the lands to be severed.

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

Kelly and Gord Cowell understood and accepted all conditions and had no questions or concerns.

In response to L. Martin's question regarding whether the lack of notice would impact the neighbours ability to submit an appeal to the Ontario Land Tribunal, H. St. Clair noted that the Planning Act has removed the public's ability to appeal a Committee decision so there would be no impact to not receiving the Public Notice with that regard. J. Franklin advised County Staff that he has no objections to the application.

Jeff Franklin was present to speak to the application and advised the Committee that he is not opposed to the application. He noted that he came to the meeting to share his experience with the circumstances surrounding him not receiving the mailed Public Notice and to help educate others to know what the 60 m radius for circulations would be. He advised that he identified the error on Plate 1 to the County.

In response to C. Van Haastert, H. St. Clair noted that no comments with respect to a drainage reapportionment were received from the Township so no conditions with that regard were recommended. If the Committee decided to add a condition to that effect the Township could always waive it if it is unnecessary.

In response to D. Paron, H. St. Clair noted that a separate agreement is a requirement outlined in the Policy direction and is something that does always happen in the background and is a typical requirement for these types of applications.

In response to G. Brumby, H. St. Clair noted that the site-specific zoning would limit the property to one dwelling as we are deeming this one surplus. They could remove the existing dwelling and replace it, but it would prohibit the ability to develop any second dwellings in the future which would include ARU's or garden suites.

In response to C. Van Haastert, H. St. Clair noted that the owners would have to go through additional Planning approvals in order to remerge that property once severed. They would have to come back to the Committee for cancellation of this Consent certificate. In order to get the Consent they would have to go through the rezoning process for special 'A2' zoning which would only apply to the severed portion of the property, and the special 'RR' zoning would apply to only the retained portion. They would have to go through additional planning processes to be able to reset that property to the way it is today.

No further comments or questions were received from the Committee.

B25-46-4

Moved by: D. Paron
Seconded by: L. Bartlett

'Granted'

CONDITIONS:

1. The lot to be retained and the lot to be severed be appropriately zoned to the satisfaction of the Township of South-West Oxford.
2. The Owners shall confirm the location of the existing septic system on the lot to be retained (to be wholly contained on the lot to be retained) and confirm the setback of the structures to remain on the lot to be severed from the lot to be retained the satisfaction of the Township of South-West Oxford.
3. 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, services and otherwise, have been complied with.
4. The Owner shall enter into an agreement with the County of Oxford to prohibit the construction of a new residential dwelling of any type, including additional residential units, on the agricultural lot to be severed, described as Part Lots 13-14 Concession Broken Front, Township of South-West Oxford, County of Oxford (the "Remnant Farm Property").
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. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

CARRIED.

B25-58-7; A25-14-7; B25-59-7; A25-17-7 – Tririse Inc.
(Pt Lt 1199, Lt 1197, Lt 1196, Plan 500, Town of Tillsonburg)

Danieli Sikelero was present online to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of the applications for consent is to facilitate two lot additions to adjust the property lines of each property to facilitate the development of a multiple unit dwelling on each of the three properties subject to this application, being 25 Queen Street, 29/31 Queen Street and 35 Queen Street.

The lot to be severed via application B25-58-7 will be approximately 106.8 m² (1,149.5 ft²) in size and is proposed to be added to the lands to the immediate south. The lot to be severed via application B25-59-7 will be approximately 212.8 m² (2,290.5 ft²) in size and is proposed to be added to the lands to the immediate south.

Minor variances have been requested to reduce the lot frontage from 20 m (65.6 ft) to 17.4 m (57 ft), and to reduce the required lot area for the lot to be adjusted via application B25-59-7 from 175 m² (1,883.7 ft²) to 174.5 m² (1,878.3 ft²) to facilitate the creation of the lots to facilitate the construction a multiple unit dwelling on each property consisting of four units.

Each lot currently contains a single detached dwelling that are proposed to be removed and replaced by a multiple unit dwelling containing four units.

Surrounding land uses include low density forms of housing to the east, the Tillsonburg Customer Service Centre and the Tillsonburg Mall to the west, an apartment building is located to the north and other commercial uses located to the south. Mapping available to the County Planning Department identifies the subject lands as being located within the Long Point Region Conservation Authority's Regulation Limit, however discussion with this agency has indicated that these lands are not subject to their Regulations.

The subject lands are described as Lots 1196 and 1197, and Part of Lot 1199, Plan 500, in the Town of Tillsonburg. The subject lands are located on the west side of Queen Street, lying between Durham Street and Elgin Street and are municipally known as 25, 29/31 and 35 Queen Street.

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

D. Sikelero expressed her thanks to the County Planner and staff for their efforts on the application. They understand the requirements. They have already prepared a new concept plan showing 5 parking spaces facing the road on the front yard and have a meeting scheduled with Town and County staff to discuss the proposal. She noted that the subject lands consist of three separate lots currently and the application is intended just to adjust the lot lines, and is not creating any new lots. The minor variances seek relief from the zoning provisions to facilitate the development of the proposed multiple unit dwellings. They understand and accept all noted conditions.

In response to G. Brumby, D. Sikelero noted that each lot requires 5 parking spaces that will come off of Queen Street.

No further comments or concerns were received from the Committee.

B25-58-7

Moved by: L. Martin
Seconded by: C. Van Haastert

'Granted'

CONDITIONS:

1. The Owner(s) shall agree to satisfy all requirements, financial and otherwise, of the County regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the lot to be retained and the lot to be severed must be independently serviced (water/sanitary), and any/all services crossing the proposed property line must be disconnected to the satisfaction of the County of Oxford Public Works Department.
2. 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.
3. The Owner(s) shall covenant and agree to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit and full-time inspection by the Owner(s) consultant for the entire duration of any work being completed in the Town's right-of-way. The Owner(s) shall agree to submit a sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town of Tillsonburg Development Guidelines and Design Criteria.
4. A 0.3 metre (1 foot) reserve, along the rear property line of the lot to be severed, retained and enlarged, shall be conveyed to the Town of Tillsonburg free of all costs and encumbrances.
5. The Owner(s) shall submit a Lot Grading Plan and Site Servicing Plan for both the proposed severed and retained lots to the satisfaction of the Town of Tillsonburg Engineering Services Department.
6. The Owner(s) shall provide payment of cash-in-lieu of parkland to the Town of Tillsonburg for the lot to be severed as per the Tillsonburg Rates and Fees By-Law as amended.
7. The certificate for Application B25-59-7 be issued, the Transfer registered, and a copy of the registered Transfer be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate for Application B25-58-7.
8. The Clerk of the Town of Tillsonburg advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Tillsonburg have been complied with.
9. 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.

A25-14-7

Moved by: L. Martin
Seconded by: C. Van Haastert

'Granted'

REASONS:

1. The variance requested is a minor variance from the provisions of the Town of Tillsonburg Zoning By-law No. 3295.
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 Town of Tillsonburg Zoning By-law No. 3295.

B25-59-7

Moved by: L. Martin
Seconded by: C. Van Haastert

'Granted'

CONDITIONS:

1. The Owner(s) shall agree to satisfy all requirements, financial and otherwise, of the County regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the lot to be retained and the lot to be severed must be independently serviced (water/sanitary), and any/all services crossing the proposed property line must be disconnected to the satisfaction of the County of Oxford Public Works Department.
2. 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.
3. The Owner(s) shall covenant and agree to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit and full-time inspection by the Owner(s) consultant for the entire duration of any work being completed in the Town's right-of-way. The Owner(s) shall agree to submit a sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town of Tillsonburg Development Guidelines and Design Criteria.
4. A 0.3 metre (1 foot) reserve, along the rear property line of the lot to be severed, retained and enlarged, shall be conveyed to the Town of Tillsonburg free of all costs and

encumbrances.

5. The Owner(s) shall submit a Lot Grading Plan and Site Servicing Plan for both the proposed severed and retained lots to the satisfaction of the Town of Tillsonburg Engineering Services Department.
6. The Owner(s) shall provide payment of cash-in-lieu of parkland to the Town of Tillsonburg for the lot to be severed as per the Tillsonburg Rates and Fees By-Law as amended.
7. The Clerk of the Town of Tillsonburg advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Tillsonburg have been complied with.
8. 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.

A25-17-7

Moved by: L. Martin
Seconded by: C. Van Haastert

'Granted'

REASONS:

1. The variance requested is a minor variance from the provisions of the Town of Tillsonburg Zoning By-law No. 3295.
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 Town of Tillsonburg Zoning By-law No. 3295.

CARRIED.

B25-56-3; A25-13-3 – MA Stubbe Holdings Inc.
(Lt 437, Plan 745, Township of Norwich)

Ushdeep Sandhu was present online to speak to the application.

L. Bartlett left the Council Chambers due to conflict of interest declaration.

H. St. Clair reviewed the staff Planning report. The purpose of the application for consent is to create a new residential building lot in the Village of Norwich. It is proposed that the lot to be severed will be approximately 426 m² (4,585.4 ft²) in area with 13.8 m (45.2 ft) of frontage on South Court Street East. It is proposed that a single detached dwelling with attached garage will be constructed on the lot to be severed. The proposed severed lot currently contains a shed that is proposed to be removed.

It is proposed that the lot to be retained will be approximately 513.2 m² (5,524 ft²) in area with 16.75 m (54.9 ft) of frontage on South Court Street East. The lot to be retained contains an existing single detached dwelling.

Minor variances have been requested as noted above to facilitate the creation of the lot and recognize the existing building and condition of the dwelling on the lot to be retained.

Surrounding land uses are predominantly single detached dwellings on a variety of lots sizes.

The subject lands are described as Lot 437, Plan 745, Township of Norwich. The subject lands are located on the southeast corner of Albert Street and South Court Street East and are municipally known as 18 Albert Street, Village of Norwich.

Two letters of concern were received as a result of the public circulation. These letters outlined concerns regarding intensification, impact to the existing character of the neighbourhood, excess traffic, parking congestion and lack of visibility at the intersection, noise and privacy, the removal of any existing trees, drainage concerns, and expressed concerns that there isn't a market for smaller parcels in the Township of Norwich.

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

U. Sandhu commented that they have reviewed the report and feel confident that the proposal is compatible with the neighbourhood citing other reduced-sized parcels in the area and that it is consistent with the Official Plan provisions. They noted that it is common for homes to overlook others in the area and that they do not anticipate that it will create more congestion or traffic in the area. They understood and accepted all noted conditions.

In response to D. Paron, U. Sandhu noted that the limiting distance calculations were done. He stated that all of the existing windows will remain in place and one man door will need to be replaced with a fire door to satisfy the Ontario Building Code spatial requirements.

There were no further comments or concerns received from the Committee.

B25-56-3

Moved by: A. Tenhove
Seconded by: D. Matheson

'Granted'

CONDITIONS:

1. The Owner agrees to satisfy all requirements, financial and otherwise, of the County Public Works Department, regarding the installation of water and sanitary services, to the satisfaction of the County of Oxford. Both properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
2. The Owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the Township of Norwich.

3. The existing accessory buildings on the lot to be severed be removed, subject to Building Permits for Demolition, to the satisfaction of the Township of Norwich.
4. The Owner shall provide a building report prepared by an architect or professional engineer outlining the requirements of the Ontario Building Code respecting spatial separation and exposure protection, for the existing building on the lot to be retained. The report will indicate the limiting distance, area of unprotected openings and required construction of exposing building faces of the existing buildings located on the retained lot adjacent to the new interior property lines, to the satisfaction of the Township of Norwich.
5. The Owner shall provide cash-in-lieu of parkland, to the satisfaction of the Township of Norwich.
6. If required, a drainage reapportionment 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 Norwich.
7. If required, the Owner shall enter into a Severance Agreement with the Township of Norwich, to the satisfaction of the Township of Norwich.
8. 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.
9. 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. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

A25-13-3

Moved by: A. Tenhove
Seconded by: D. Matheson

'Granted'

REASONS:

1. The variance requested is a minor variance from the provisions of the Township of Norwich Zoning By-law No. 07-2003-Z.
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 Township of Norwich Zoning By-law No. 07 2003-Z.

CARRIED.

B25-54-2 – Townsend Farms Inc.

(Pt Lt 18-19, Conc. 9 (East Zorra), Township of East Zorra-Tavistock)

No one was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The application for consent proposes to sever agricultural lands and retain one of the two existing single detached dwellings on the lot to be retained. The lot to be severed comprises approximately 40 ha (98.8 ac), is in agricultural production, and contains a single detached dwelling (circ. 1900) and an accessory building. The lot to be severed would maintain 561 m (1,840.6 ft) of frontage on the 10th Line.

It is proposed that the lot to be retained will be approximately 0.4 ha (1 ac) in area with approximately 53.3 m (175 ft) of frontage on the 10th Line. The lot to be retained would contain an existing single detached dwelling (circ. 1977) and a private well and septic system.

Should the proposed consent be approved, the applicant has also submitted a Zone Change Application to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' and rezone the lot to be severed from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp).' The proposed special provision would limit the establishment of additional dwellings on the lot to be severed. As part of the requirements, the applicant has provided the necessary documentation confirming ownership of multiple non abutting farms in Oxford County.

Surrounding land uses are primarily agricultural operations on a variety of lot sizes and configurations.

The subject lands are described as Part Lots 18-19, Concession 9 (East Zorra), As in 420897, in the Township of East Zorra-Tavistock. The lands are located on the west side of the 10th Line, between Braemar Sideroad and Oxford Road 8, and are municipally known as 496131 and 496139 10th Line.

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

No comments or concerns were received from the Committee.

B25-54-2

Moved by: L. Bartlett
Seconded by: L. Martin

'Granted'

CONDITIONS:

1. The lot to be retained and the lot to be severed be appropriately zoned, to the satisfaction of the Township of East Zorra-Tavistock.
2. If required, the Owner shall enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township.
3. If required, a drainage assessment reapportionment 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.

4. The Owner shall provide an As-Built Survey stamped by an Ontario Land Surveyor (OLS) for the lot to be retained showing the dimensioned location of all buildings, structures, wells, and septic components on the lands, to the satisfaction of the Township of East Zorra-Tavistock.
5. 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, services and otherwise, have been complied with.
6. The Owner shall enter into an agreement with the County of Oxford to prohibit the construction of a new residential dwelling of any type, including additional residential units, on the agricultural lot to be severed, more particularly described as Part Lots 18-19, Concession 9 (East Zorra), As in 420897 (i.e. the agricultural lot to be severed); Township of East Zorra-Tavistock, County of Oxford (the "Remnant Farm Property").
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 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.

B25-55-5 – 2180475 Ontario Ltd.
(Pt Lt 4, Conc. 4 (West Zorra), Township of Zorra)

Betsy Jasinski, the owner, was present to speak to the application.

H. St. Clair presented the Staff report. The application for consent proposes the creation of one new Agri-Business lot and the retention of a lot for similar ("AB") use. The lot to be severed and the lot to be retained each comprise approximately 5,610 m² (1.38 ac). It is proposed that the lot to be severed (currently vacant) will be used for greenhouse / hoop houses and a landscaping business. The applicant has also indicated that they intend to construct a single-detached dwelling be established on the lot to be severed, together with the landscaping operation.

The lot to be retained is approximately 5,610 m² (1.38 ac) in area and will contain an existing warehouse building (currently occupied by an ATV dealership) comprising approximately 585.2 m² (6,300 ft²).

An access easement has also been requested for the severed lands, over the lot to be retained, to permit the lot to be severed to use the existing driveway access to 37th Line on the lot to be retained.

The lot to be severed and the lot to be retained will each have frontage on a County Road (37th Line), with the existing driveway proposed to serve both the severed and retained lots.

The subject lands are described as Part Lot 4, Concession 4 (West Zorra). The lands are located on the west side of 37th Line, between Highway 2 and Road 74 and are municipally known as 375235 37th Line.

This application was previously approved in 2023 but has since lapsed. The owner is looking to reinstate the approval.

No comments were received from the public.

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

In response to B. Jasinski, H. St. Clair outlined the conditions noted in the Planning staff report and clarified their requirements.

B. Jasinski understood and accepted the noted conditions.

In response to G. Brumby, B. Jasinski noted that the application lapsed due to incomplete steps necessary to finalize the Consent.

D. Paron commented that she reviewed the meeting minutes from June 2023 for this application which noted issues with a shared easement that needed to be established. She thought perhaps that the Township needed that formalized.

The Committee had no further comments or questions.

B25-55-5

Moved by: C. Van Haastert
Seconded by: D. Matheson

'Granted'

CONDITIONS:

1. The Owner shall be required to provide an easement for the purpose of driveway access to be established over the lot to be retained in favour of the lot to be severed and that an easement agreement be established and registered on first title, containing appropriate provisions for the maintenance of the shared access laneway, to the satisfaction of the Secretary-Treasurer of the Land Division Committee and the County of Oxford Public Works Department.
2. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services 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 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.

CARRIED.

On the motion of L. Martin the Land Division Committee meeting adjourned at 12:01pm.

“Original Signed by”

CHAIRPERSON