

To: Mayor and Members of Woodstock Council

From: Eric Gilbert, Manager of Development Planning, Community Planning

Application for Draft Plan of Subdivision SB 25-06-8 (City of Woodstock)

REPORT HIGHLIGHTS

- An application has been submitted by the City of Woodstock for draft plan of subdivision approval to create 5 blocks for future institutional/recreational development, served by an extension of Springbank Avenue and a new local street connection from Springbank Avenue to Lansdowne Avenue in the City of Woodstock.
- The lands are proposed to be developed for recreational and institutional uses by the City of Woodstock.
- Planning staff recommend that the application be supported, as the proposal is consistent with the 2024 Provincial Planning Statement and the policies of the Official Plan respecting the development of institutional and recreational uses within a serviced settlement area.

DISCUSSION

Background

OWNER: City of Woodstock
500 Dundas Street, Woodstock ON N4S 1C4

LOCATION:

The subject lands front on the south side of Lansdowne Avenue, north side of Devonshire Avenue, and east of the terminus of Springbank Avenue N, west of Oxford Road 4, and are legally known as Part Lot 14, Concession 2 (Blandford), Parts 1 and 2 of 41R-8016, known municipally as 1459 Devonshire Avenue, Woodstock.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule 'W-1'	City of Woodstock Land Use Plan	Business Park, with special policies permitting municipal recreational uses
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CITY OF WOODSTOCK ZONING BY-LAW 8626-10

Existing Zoning: 'Special Active Open Space Zone (OS2-5)'
'Special Prestige Industrial Zone (M1-5)'

PROPOSAL:

An application has been received by the County of Oxford for approval of a draft plan of subdivision to facilitate future recreational and institutional development in the City of Woodstock.

The purpose of the proposed draft plan of subdivision is to create 5 blocks, a planned extension of Springbank Avenue to the east, and a new local street connecting Springbank Avenue to Lansdowne Avenue. The proposed blocks are comprised of the following:

- Blocks 1 and 2 are intended for future recreational and institutional uses;
- Block 3 is a block to encompass the existing telecommunications tower present on the lands;
- Block 4 is a 0.3 m reserve block along the eastern boundary of the new local street proposed to connect the extension of Springbank Avenue and Lansdowne Avenue; and
- Block 5 is a road widening block on Lansdowne Avenue.

The extension of Springbank Avenue to the eastern property limit and further east to Oxford Road 4 is a planned collector road (as included on draft plans of subdivision SB 10-08-8 and SB 24-04-8 to the east).

The lands comprising the proposed draft plan of subdivision total approximately 18.8 hectares (46.5 ac) and are currently vacant, save for a telecommunication tower located on proposed Block 4 of the draft plan, and an existing City of Woodstock Parks Department building located on Block 1, near the existing terminus of Springbank Avenue.

Surrounding land uses include low density residential development to the west, vacant lands designated for industrial uses to the east, recreational uses to the south, and vacant land to the north.

The applicant has filed a number of studies and reports including a Functional Servicing Report, Traffic Impact Study, and Archaeological Assessment in support of the application. The future development of the site will be subject to site plan approval.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, Aerial Map (2020), provides an aerial view of the subject property and surrounding area as they existed in spring 2020.

Plate 3, Applicant's Sketch, provides the layout of the proposed draft plan of subdivision.

Application Review

PLANNING ACT

Section 2 of the Planning Act respecting Provincial Interests, provides that a municipal Council, in carrying out their responsibilities under the Planning Act, shall have regard to, among other matters, matters of provincial interest such as (but not limited to):

- the protection of ecological systems and agricultural resources;
- the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- the adequate provision of a full range of housing, including affordable housing;

- the resolution of planning conflict involving public and private interests;
- the protection of public health and safety;
- the appropriate location of growth and development;
- the promotion of development that is designed to be sustainable, to support public transit and be oriented to pedestrians; and
- the promotion of built form that, among other matters, is well designed and encourages a sense of place.

Section 51 (24) of the Planning Act provides that in considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to:

- a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;
- b) whether the proposed subdivision is premature or in the public interest;
- c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- d) the suitability of the land for the purposes for which it is to be subdivided (including affordable housing units, if any);
- e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- f) the dimensions and shapes of the proposed lots;
- g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- h) conservation of natural resources and flood control;
- i) the adequacy of utilities and municipal services;
- j) the adequacy of school sites;
- k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act.

2024 PROVINCIAL PLANNING STATEMENT

The 2024 Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the Planning Act, where a municipality is exercising its authority affecting a planning matter, such decisions shall be consistent with all policy statements issued under the Act. The following outlines the key PPS policies that have been considered but is not intended to be an exhaustive list.

Section 2.1.3 directs that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected requirements of current and future residents of the regional market area.

Section 2.1(6) of the PPS states that planning authorities should support the achievement of complete communities by accommodating an appropriate range and mix of land uses, housing and transportation options, employment, public services facilities, recreation and parks, and open space

to meet long-term needs. Further, complete communities improve accessibility for people of all ages and abilities and improve social equity and overall quality of life.

Section 2.3.1 of the PPS indicates that settlement areas shall be the focus of growth and development and land use patterns within settlement areas shall be based on densities and a mix of land uses which;

- a) Efficiently use land and resources;
- b) Optimize existing and planned infrastructure and public service facilities;
- c) Support active transportation;
- d) Are transit-supportive as appropriate, and
- e) Are freight supportive.

Section 2.3.1.3 also directs that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in infrastructure and public service facilities.

Section 3.6 of the PPS addresses infrastructure and public service facilities and states that infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs. Planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning and growth management so that they are;

- a) Financially viable over their life cycle, which may be demonstrated through asset management planning;
- b) Leverage the capacity of development proponents, where appropriate; and,
- c) Are available to meet current and projected needs.

Before consideration is given to developing new infrastructure and public service facilities, the use of existing infrastructure and public service facilities should be optimized and opportunities for adaptive re-use should be considered, wherever feasible.

OFFICIAL PLAN

The subject lands are currently designated 'Business Park' according to the City of Woodstock Land Use Plan. The Business Park designation is intended to accommodate a range of low intensity, industrial, technological, office and business support uses within a comprehensively planned business park setting. Uses within the Business Park designation will generally be characterized by free-standing, low-profile buildings on individual lots in a planned subdivision. Permitted uses within the Business Park designation include light industrial uses that involve assembly, fabrication, distribution, packaging, storage and manufacturing or printing within wholly enclosed buildings, business support services, technological industries and offices uses.

The lands are also subject to the Special Policies as contained in Section 7.3.5.3.4- East Woodstock Secondary Plan, which provides that in addition to the uses permitted in Section 7.3.5, municipal recreational facilities may also be permitted.

Section 10.3.3 of the Official Plan respecting Plans of Subdivision provides that County Council and City Council will evaluate applications for plans of subdivision on the basis of the requirements of the Planning Act as well as criteria including, but not limited to, the following:

- whether the proposal is consistent with the objectives and policies of the Official Plan;
- that there is capacity available in the municipal water and sewage treatment systems and there is suitable provision for roads, water, storm and sanitary sewers, waste disposal, recyclable collection, public utilities, fire and police protection, parks, schools and other

community facilities;

- the plan is designed to effectively accommodate Environmental Resources and mitigate environmental and human-made constraints;
- the plan is designed to reduce any negative effect on surrounding land uses, the transportation network, or significant natural features;
- the plan is designed to be integrated with adjacent developments;
- the plan is designed to be compatible with the existing features and topography of the site. Subdivisions proposing extensive areas of cut and fill will be discouraged.

Section 7.6 of the Official Plan contains the Transportation Policies for the City of Woodstock. Springbank Avenue N is designated as a collector road, and the proposed extension of Springbank Avenue to Oxford Road 4 is shown as a planned collector road on Schedule “W-5- City of Woodstock Transportation Network Plan”.

ZONING BY-LAW

The subject lands are currently zoned ‘Special Active Use Open Space Zone (OS2-5)’ and ‘Special Prestige Industrial Zone (M1-5)’.

The OS2-5 zone permits all uses of the OS2 zone, including a public park, playground, parking lot, and community centre and recreational building (indoor sports) as additional permitted uses. The proposed blocks, save for Block 3 encompassing the existing telecommunications tower, comply with the provisions of the OS2-5 zone. The telecommunication tower is federally regulated and as such, is exempt from the provisions of the City’s Zoning By-Law.

The M1-5 zone permits all uses included in Table 17.1, including an administrative office of the City, and provides for a minimum lot area of 0.6 ha, a minimum lot frontage of 45 m, and a minimum exterior side yard width of 7.5 m. The portion of lands zoned M1-5 complies with the provisions of the M1-5 Zone.

AGENCY COMMENTS

The City of Woodstock Engineering Department (Development Division) indicated they had no comments respecting the proposed subdivision and provided recommended draft conditions of approval.

The City of Woodstock Engineering Department (Building Division) indicated they had no comments respecting the proposed subdivision.

County of Oxford Public Works provided the following comments and proposed conditions of approval:

- a. The Lansdowne Sewage Pumping Station (SPS) is situated just west (~100m) of the Lampman Drain, now municipally known as #1074 Lansdowne Avenue. The Lansdowne SPS will be commissioned in Q2 2026. Collaboration / design integration (e.g. of sanitary sewer invert at property line) is required with adjacent subdivision development.
- b. The subject site borders a water boosted pressure zone; a pressure reducing valve will be required on site. This will be reviewed and confirmed during detailed design.
- c. The Owner should be aware that the following County Public Works (PW) fees will be required throughout the subdivision planning/development process. Select referenced fees below are based on the current 2026 County Fees & Charges By-Law (subject to change). Fees, as applicable, will be based upon latest fees and by-laws at time of payment:

- i. Fee of \$9,800 per phase (includes development review/file management services, clearance fees, review fees for water & wastewater connection applications required at time of building permit for each lot, etc.)
- ii. Fee for County water & wastewater capacity / hydraulic modelling review, \$500 (min.)
- iii. Fee for Watermain review and regulatory approval, Form 1, \$1,500 (per phase)
- iv. Fee for Sanitary sewer review, CLI-ECA process, \$1,500 (per phase)
- v. Fee for Storm sewer review (on County property), CLI-ECA process, \$1,500 (per phase)
- vi. Fee for Sanitary forcemain review, CLI-ECA process, \$2,100 (per phase)
- vii. Fee for Sanitary sewer pumping station review, CLI-ECA process, \$2,100 (per phase)
- viii. Inspection fees (equal to 1.6% of the supply and installation cost for applicable water/sanitary/storm infrastructure to be installed and eventually assumed by Oxford County)
- ix. Fee for Watermain inspection/commissioning - subdivision < 25 lots \$1,500 (per phase), subdivision > 25 lots \$2,500 (per phase)

Requested Draft Plan Conditions:

1. Prior to the approval of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the County of Oxford.
2. Prior to the approval of the final plan by the County, such easements as may be required for servicing and drainage purposes shall be granted to the appropriate authority, to the satisfaction of the County of Oxford.
3. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Traffic Impact Study prepared by RC Spencer, dated September 2025 (and any amendments/updates required by the County/City), to the satisfaction of the City of Woodstock and the County of Oxford. Costs associated with implementing recommendations, including design, approvals, construction, and any related works, shall be the sole responsibility of the Owner.
4. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Functional Servicing Report, prepared by SPH Engineering Inc, dated November 2025 (and any amendments/updates required by the County/City), to the satisfaction of the City of Woodstock and the County of Oxford.
5. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations contained in the various technical reports (e.g. EIS, Hydrogeological, Geotechnical, etc.) submitted in support of the subject draft plan of subdivision application, including any amendments/updates required by the County/City, to the satisfaction of the City of Woodstock and the County of Oxford.
6. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.
7. The Owner shall acknowledge in writing that, where existing municipal infrastructure located outside the development lands (including, but not limited to, roads, sidewalks, wastewater and water services) is deemed insufficient to support the proposed development, the Owner shall design, construct, upgrade, extend, and/or relocate such infrastructure as required by the County and/or applicable authorities. All associated costs shall be the sole responsibility of the Owner. This requirement could include, but is not limited to, the construction of a sanitary sewer within the Lansdowne Avenue right-of-way, between Street One and the Lansdowne SPS.
8. The Owner shall agree in the Subdivision Agreement to fund the cost of any transportation network improvements that are attributable to the Draft Plan of Subdivision to the satisfaction/approval of the City of Woodstock and the County of Oxford.

9. The Owner agrees that subdivision/site entrances and all related costs are considered local services and a direct developer responsibility. This includes the construction of the Street One connection at Lansdowne Avenue.
10. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works. A CAD file of the watermain layout for the entire development showing the water main location, hydrant, valves, street and lot fabrics will be required so that it can be integrated into the County's water modeling.
11. The Owner agrees in writing, to prepare and submit for approval from County of Oxford Public Works, detailed servicing plans designed in accordance with the County Design Guidelines, to the satisfaction of County of Oxford Public Works.
12. Prior to the final approval of the subdivision plan (or any phase thereof), the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Woodstock water and sanitary systems to service the plan of subdivision (or proposed phase thereof). Confirmation shall be given in accordance with the latest Water and Wastewater Capacity Allocation Policy, and/or to the satisfaction of County of Oxford Public Works.
13. Conditional commitment of capacity for the subdivision, based on design criteria approved by the County, will continue to be held upon execution of the development agreement and/or registration of the subdivision plan to the satisfaction of the County and Area Municipality. Confirmation of servicing committed capacity for each lot/block within the plan shall not occur until site plan approval has been received for that lot/block.
14. Each proposed development Block within the plan of subdivision shall be subject to Site Plan approval and water supply and/or wastewater capacity will be assessed and provisionally approved on a Block-by-Block basis as part of Site Plan review.
15. The Owner agrees that prior to registration of each phase of development, the Owner shall demonstrate to the satisfaction of the County of Oxford that the entire subdivision, and each phase of development, shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
16. The Owner agrees in writing, to the satisfaction of Oxford County, through the subdivision agreement, to ensure that all agreements of purchase and sale for lots (and provisional tenancy agreements) abutting/in proximity to the Lansdowne Sewage Pumping Station shall have appropriate disclosure and warning clauses to inform future owners and residents/tenants of potential odours associated with operation and maintenance of the sewage pumping station.
17. Appropriate cul-de-sacs/turnaround areas are required to ensure proposed roadways have adequate turning radius/unobstructed access (without reversing) for waste collection and emergency vehicles. Cul-de-sac design will follow all County of Oxford and City of Woodstock Guidelines.
18. Prior to final approval by the County, the Owner shall properly decommission any abandoned private services (water well, cistern and/or septic system) located on the subject lands, in accordance with the Ontario Water Resources Act, R.S.O. 1990 (Ontario Regulation No. 903) and to the satisfaction of County of Oxford Public Works.
19. Prior to the approval of the final plan by the County, the Owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of County of Oxford.

Enbridge Gas has requested that a condition of draft approval be included whereby the owner/developer provide the necessary easements and/or agreements required by Enbridge/Union Gas for the provision of gas services for this project, in a form satisfactory to Enbridge/Union Gas.

Southwestern Public Health provided the following comments:

Thank you for the opportunity to provide review and comments on these documents regarding the application for draft plan of subdivision approval for the planned recreational development at Cowan Fields. Southwestern Public Health would like to express our overall support for this application.

This proposed development is planned to include a mixture of facilities, such as a recreation centre, sport fields, public parks and trails. Making these types of alterations to the built environment can be a cost-effective method for promoting physical activity. These planned amenities can benefit the health of the community in a number of ways; for instance, green spaces provide an opportunity for physical activity, social cohesion, and stress reduction. Additionally, access and proximity to green space is associated with a reduced risk factor for cardiovascular diseases, diabetes, and respiratory diseases among adults.

The fact that this development will be in close proximity to existing households and community members is another benefit of the proposed development, as the additional amenities provided will help contribute to the local area becoming a complete community. Complete communities are areas that are designed to meet the needs of community members over their life course; from public service facilities and recreational opportunities to housing, these places are designed to support the health and life quality of a community. The development of complete communities can be important to community health, as they enable health supportive activities and habits, including use of active transportation, locally available parks and recreation, and access to healthy foods.

PUBLIC CONSULTATION

Notice of complete application regarding this proposal was provided to the public and surrounding neighbours on December 4, 2025 and a notice of public meeting was issued on February 3, 2026 in accordance with the requirements of the Planning Act. To date, no comments have been received from the public.

Planning Analysis

As indicated, the application for draft plan of subdivision approval proposes to facilitate the development of the lands for recreational and institutional purposes, including the creation of two new public streets, as described previously in this report.

2024 Provincial Planning Statement

Planning staff are of the opinion that the subject proposal is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The proposal is also consistent with Section 2.1(6) of the PPS directing planning authorities to support the achievement of complete communities by accommodating an appropriate range and mix of land uses, housing and transportation options, employment, public services facilities, recreation and parks, and open space to meet long-term needs.

Transportation Impact Study

The applicant submitted a Transportation Impact Study (TIS) prepared by R.C. Spencer & Associates Inc. The study evaluated the impacts on the transportation network that could potentially result from the development of the subject lands, including the development of soccer fields, 25 acres of public park space, and a recreational community centre of approximately 150,000 ft². The study concluded that all intersections are expected to continue to function adequately, save for the intersection of Griffin Way at Devonshire Avenue, which could be given strong consideration for signalization to more equitably and safely service goods movement to and from industrial lands north and south of Devonshire Avenue and benefit egress peaks from the subject lands that could be generated by sports tournaments.

Functional Servicing Report

The Functional Servicing Report (FSR) submitted by the applicant for the development has been reviewed by City and County staff. Staff are satisfied that the servicing of the lands is feasible in this regard and will be appropriately integrated with abutting industrial developments to the east. The future development of any recreational or institutional uses will be subject to site plan approval.

Draft Plan of Subdivision

It is the opinion of this Office that the proposed draft plan of subdivision is consistent with the criteria as set out in Section 51(24) of the Planning Act, and the relevant policies of the Official Plan.

The proposed draft plan of subdivision includes the extension of a planned collector road (Springbank Ave N) to facilitate the development of planned and draft approved industrial developments to the east, and the new local street from Lansdowne Avenue to Springbank will provide alternate access to alleviate potential congestion and minimize the amount of traffic proceeding through the abutting residential subdivision developments. Detailed future site planning will be undertaken for each of the large recreational blocks, and the development of these blocks will also be subject to site plan approval, where matters such as landscaping, amenity areas, landscaping, servicing, grading and parking will be reviewed to the satisfaction of the City and County.

The existing telecommunications tower is located on lands leased by the City; the proposed block encompassing the tower will ensure that the tower is not included in the proposed public street. As the telecommunication tower is federally regulated, the provisions of the City Zoning By-law are not applicable to these lands.

Commenting agencies did not raise any concerns with the proposal, and no amendments to the Official Plan or zoning by-law are required to facilitate the proposal as the proposed uses are permitted within the Business Park designation and OS2-5 Zone.

Conclusions

It is the professional opinion of Planning Staff that the development of the lands as proposed via the draft plan of subdivision discussed in this report is generally appropriate and in-keeping with the relevant policies of the PPS and Official Plan and will be appropriately implemented through the conditions of draft approval, as recommended in this report.

RECOMMENDATIONS

That the Council of the City of Woodstock advise County Council that the City supports the application for draft plan of subdivision (File No. SB 25-06-8) submitted by the City of Woodstock, for lands described as Part Lot 14, Concession 2 (Blandford) and Parts 1 and 2 of 41R-8016, in the City of Woodstock, subject to the following conditions of draft approval:

1. This approval applies to the draft plan of subdivision submitted by the City of Woodstock, prepared by SPH Engineering Inc, as shown on Plate 3 of Report No. 2026-50 and comprising Part Lot 14, Concession 2 (Blandford) and Parts 1 and 2 of 41R-8016, in the City of Woodstock, showing two blocks for recreational uses, one reserve block, one road widening block, and a block for an existing telecommunications tower, served by the extension of Springbank Avenue North and one new local street.

2. The owner agrees in writing to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facilities, electrical distribution systems, sidewalks, streetlights, trees and other matters pertaining to the development of the subdivision in accordance with the standards of the City of Woodstock.
3. The road allowances included in the draft plan of subdivision shall be dedicated as public highways to the satisfaction of the City of Woodstock.
4. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City of Woodstock.
5. The Owner agrees in writing that temporary turning circles and emergency access ways will be provided as necessary to the satisfaction of the City of Woodstock.
6. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
7. Such easements as may be required for utility, noise barrier, drainage purposes, etc. outside of the proposed public right-of-ways shall be granted to the appropriate authority.
8. The Owner agrees that 1-foot reserves and road widening shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City and/or County.
9. Prior to the approval of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the City of Woodstock and County of Oxford.
10. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Traffic Impact Study prepared by RC Spencer, dated September 2025 (and any amendments/updates required by the County/City), to the satisfaction of the City of Woodstock and the County of Oxford. Costs associated with implementing recommendations, including design, approvals, construction, and any related works, shall be the sole responsibility of the Owner.
11. The Owner shall agree in the Subdivision Agreement to fund the cost of any transportation network improvements that are attributable to the Draft Plan of Subdivision to the satisfaction/approval of the City of Woodstock and the County of Oxford.
12. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Functional Servicing Report, prepared by SPH Engineering Inc, dated November 2025 (and any amendments/updates required by the County/City), to the satisfaction of the City of Woodstock and the County of Oxford.
13. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.

14. The Owner shall acknowledge in writing that, where existing municipal infrastructure located outside the development lands (including, but not limited to, roads, sidewalks, wastewater and water services) is deemed insufficient to support the proposed development, the Owner shall design, construct, upgrade, extend, and/or relocate such infrastructure as required by the County and/or applicable authorities. All associated costs shall be the sole responsibility of the Owner. This requirement could include, but is not limited to, the construction of a sanitary sewer within the Lansdowne Avenue right-of-way, between Street One and the Lansdowne SPS.
15. The Owner agrees that subdivision/site entrances and all related costs are considered local services and a direct developer responsibility. This includes the construction of the Street One connection at Lansdowne Avenue.
16. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works. A CAD file of the watermain layout for the entire development showing the water main location, hydrant, valves, street and lot fabrics will be required so that it can be integrated into the County's water modeling.
17. The Owner agrees in writing, to prepare and submit for approval from County of Oxford Public Works, detailed servicing plans designed in accordance with the County Design Guidelines, to the satisfaction of County of Oxford Public Works.
18. Prior to the final approval of the subdivision plan (or any phase thereof), the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Woodstock water and sanitary systems to service the plan of subdivision (or proposed phase thereof). Confirmation shall be given in accordance with the latest Water and Wastewater Capacity Allocation Policy, and/or to the satisfaction of County of Oxford Public Works.
19. Conditional commitment of capacity for the subdivision, based on design criteria approved by the County, will continue to be held upon execution of the development agreement and/or registration of the subdivision plan to the satisfaction of the County and Area Municipality. Confirmation of servicing committed capacity for each lot/block within the plan shall not occur until site plan approval has been received for that lot/block.
20. Each proposed development Block within the plan of subdivision shall be subject to Site Plan approval and water supply and/or wastewater capacity will be assessed and provisionally approved on a Block-by-Block basis as part of Site Plan review.
21. The Owner agrees that prior to registration of each phase of development, the Owner shall demonstrate to the satisfaction of the County of Oxford that the entire subdivision, and each phase of development, shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
22. The Owner agrees in writing, to the satisfaction of Oxford County, through the subdivision agreement, to ensure that all agreements of purchase and sale for lots (and provisional tenancy agreements) abutting/in proximity to the Lansdowne Sewage Pumping Station shall have appropriate disclosure and warning clauses to inform future owners and residents/tenants of potential odours associated with operation and maintenance of the sewage pumping station.
23. Appropriate cul-de-sacs/turnaround areas are required to ensure proposed roadways have

adequate turning radius/unobstructed access (without reversing) for waste collection and emergency vehicles. Cul-de-sac design will follow all County of Oxford and City of Woodstock Guidelines.

24. Prior to final approval by the County, the Owner shall properly decommission any abandoned private services (water well, cistern and/or septic system) located on the subject lands, in accordance with the Ontario Water Resources Act, R.S.O. 1990 (Ontario Regulation No. 903) and to the satisfaction of County of Oxford Public Works.
25. Prior to the approval of the final plan by the County, the owner shall agree in writing, to satisfy the requirements of Enbridge Gas and other applicable utility providers, that the owner/developer provide Enbridge Gas Limited and other applicable utility providers, with the necessary easements and/or agreements required for the provisions of gas services or other utilities.
26. Prior to final approval by the County, the County of Oxford shall be advised by the City of Woodstock that conditions 2 to 12 (inclusive), have been met to the satisfaction of the City. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
27. Prior to final approval by the County, the owner shall secure clearance from the County of Oxford Public Works Department that conditions 7 to 24 (inclusive) have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
28. Prior to final approval by the County, the County of Oxford shall be advised by applicable utility companies that condition 25 has been met to the satisfaction of each applicable utility provider. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
29. Prior to the approval of the final plan by the County, the Owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.

SIGNATURES

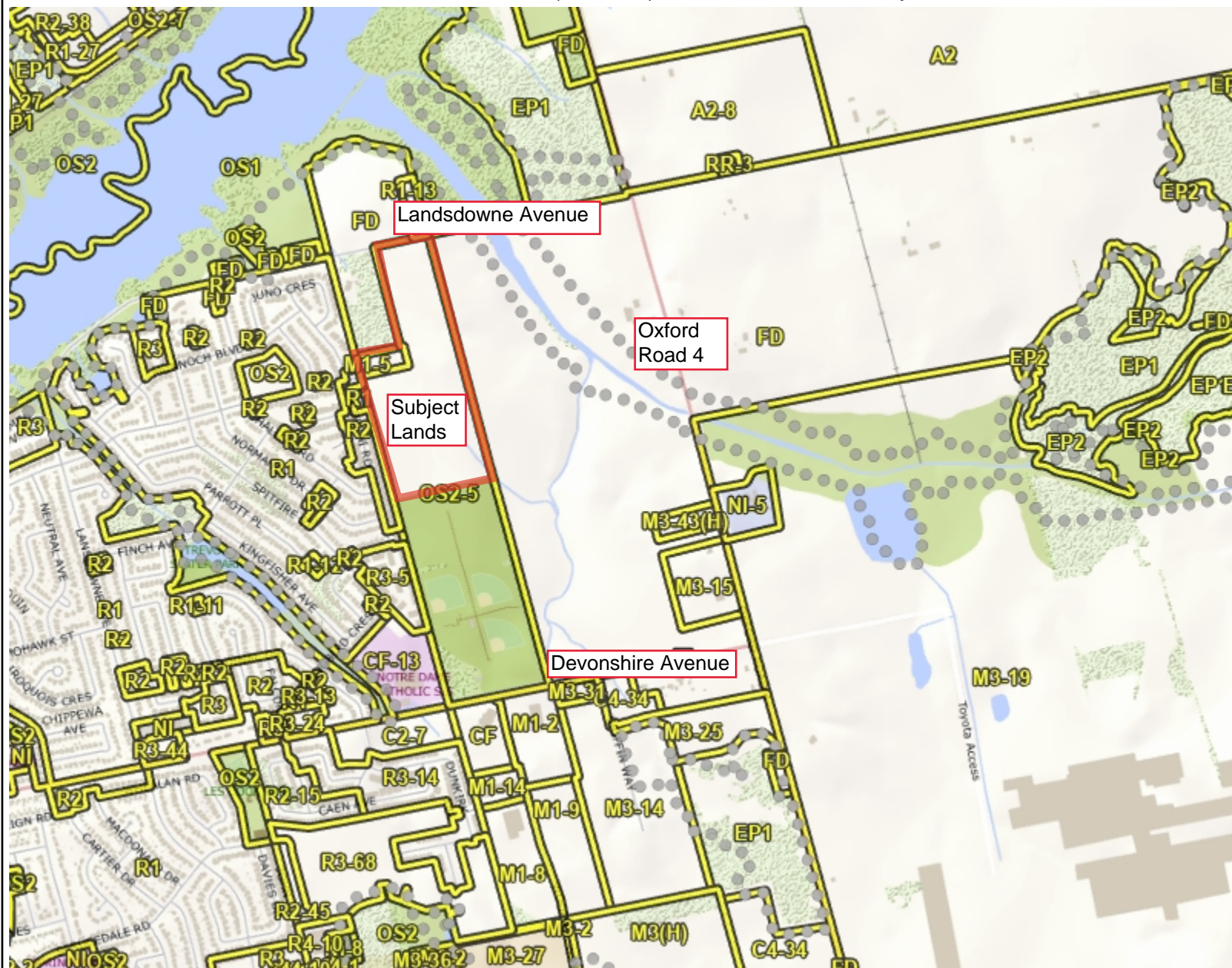
Authored by:

Original signed by

Eric Gilbert, RPP MCIP
Manager of Development Planning

Approved for Submission by: *Original signed by*

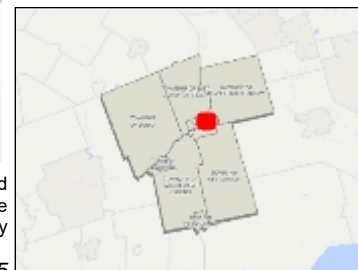
Paul Michiels
Director of Community Planning



Legend

- Zoning Floodlines
Regulation Limit
- 100 Year Flood Line
 - ▲ 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
 - Land Use Zoning (Displays 1:16000 to 1:500)

Notes



0 440 881 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

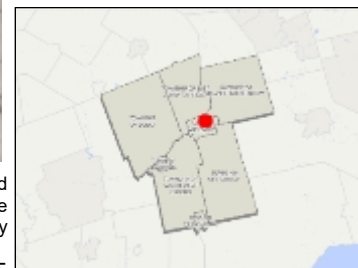
November 28, 2025



Legend

- Zoning Floodlines
Regulation Limit
- 100 Year Flood Line
 - ▲ 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
 - Land Use Zoning (Displays 1:16000 to 1:500)

Notes



0 220 440 Meters

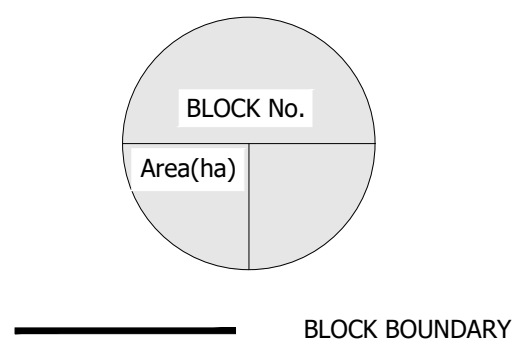
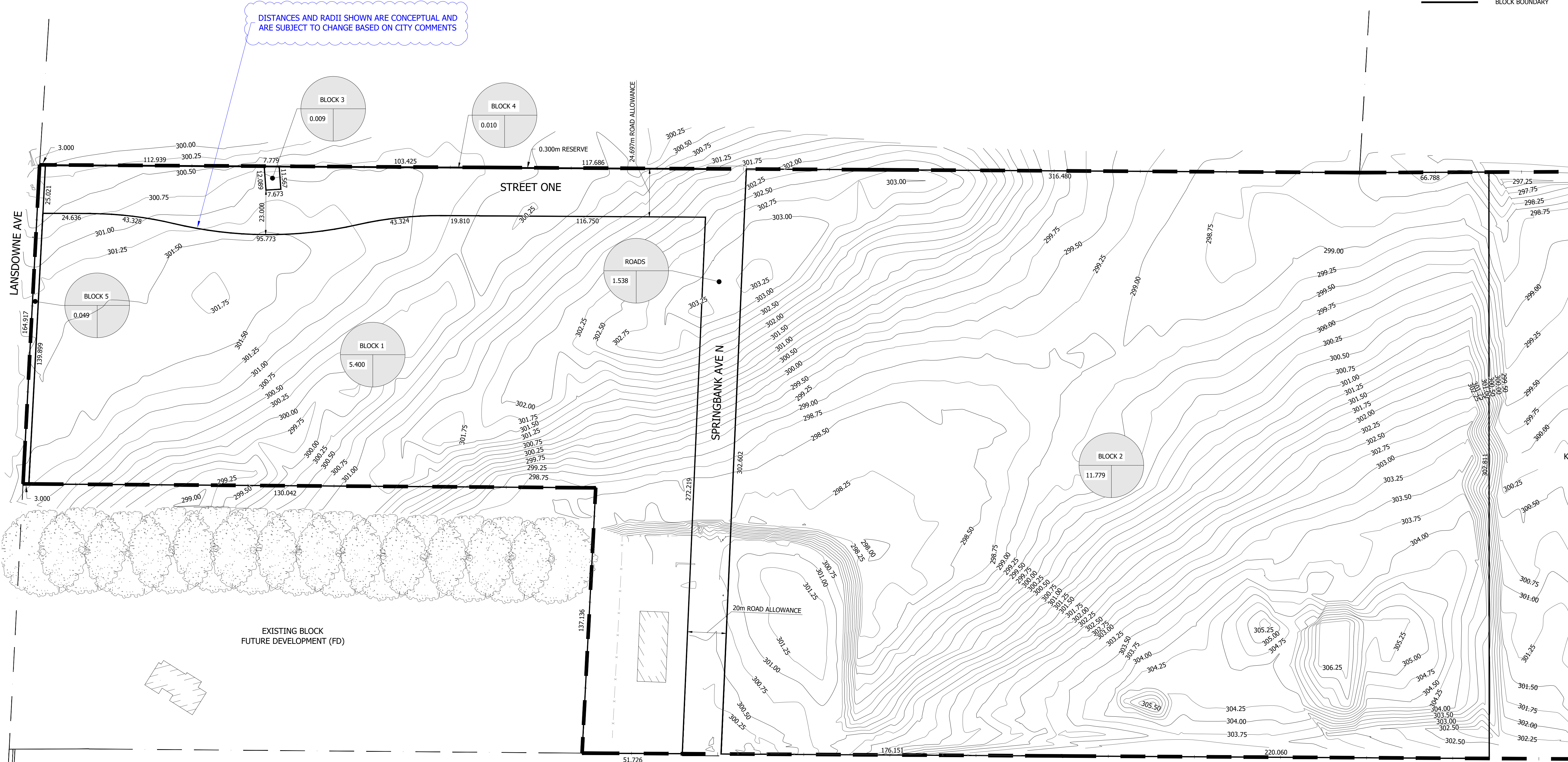
NAD_1983_UTM_Zone_17N



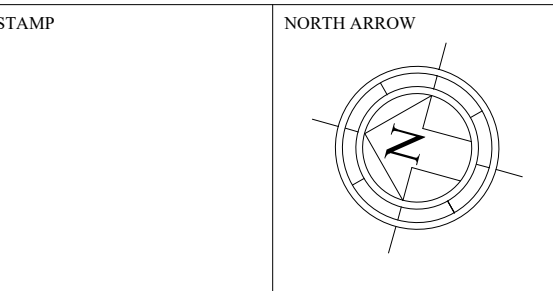
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November 28, 2025

Plate 3: Applicant's Sketch
File No.: SB 25-06-8- City of Woodstock (Cowan Fields)
Part Lot 14, Concession 2 (Blandford) Parts 1 & 2, 41R-8016, City of Woodstock



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REFERENCES:
-TOPOGRAPHICAL SURVEY BY SPH ENGINEERING (04/2023), (05/2023)
-OXFORD COUNTY MAPPING

**PRELIMINARY
NOT FOR CONSTRUCTION**

AREA SCHEDULE		
LOT/BLOCK	DESCRIPTION	AREA (ha)
1	FUTURE DEVELOPMENT	5.400
2	FUTURE DEVELOPMENT	11.779
3	EX CELL TOWER	0.009
4	0.300m RESERVE	0.010
5	3.0m LANSDOWNE ROAD WIDENING	0.049
ROADS		1.535
TOTAL		18.782

No.	DESCRIPTION	DATE
REVISIONS		
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
4	CLIENT REVIEW	2025-09-19
3	CLIENT REVIEW	2025-08-25
2	CLIENT REVIEW	2025-06-26
1	CLIENT REVIEW	2025-05-16
No.	DESCRIPTION	DATE
ISSUED		

 **SPH ENGINEERING INC.**
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PROJECT

**COWAN FIELDS
PLAN OF SUBDIVISION**

TITLE

**PROPOSED
DRAFT PLAN OF
SUBDIVISION**

SCALE	DRAWN	CHECKED
AS NOTED	EL	CK
PLOT DATE	PROJECT No	DRAWING No
2025-09-19	24030	P1.0

PROPOSED DRAFT PLAN OF SUBDIVISION
SCALE: 1:1000

Z:\2024\24030 COWAN FIELDS PLAN OF SUBDIVISION\24030 SITE12.DWG