

To: Chair and Members of Oxford County Land Division Committee

From: Heather St. Clair, Senior Development Planner, Community Planning

Application for Consent B25-45-6 – Tru-Built Construction Inc.

REPORT HIGHLIGHTS

- The purpose of the application for consent is to create one new residential building lot and retain a lot containing and existing single detached dwelling, in the Town of Ingersoll.
- Planning staff are recommending approval of the application as it is consistent with the Provincial Planning Statement and maintains the intent and purpose of the Official Plan as it relates to severances for residential infill purposes with a settlement area.

DISCUSSION

Background

OWNER: Tru-Built Construction Inc. (Troy Harret)
594681 Oxford Road 59, Woodstock ON, N4S 7V8

AGENT: Mark Burke
28 Wellington Street North, Woodstock ON, N4S 6P3

LOCATION:

The subject property is described as Part Lot 21, Concession 1 (West Oxford) in the Town of Ingersoll. The property is located on the north side of Clark Road East, lying between Thames Street South and Whiting Street and is municipally known as 65 Clark Road East.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Residential
Schedule "I-2"	Town of Ingersoll Residential Density Plan	Medium Density Residential

INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning: 'Residential Type 1 Zone (R1)'

SERVICES:

Lots to be Severed and Retained: Municipal water and municipal sanitary sewer

ROAD ACCESS:

Lots to be Severed and Retained: Paved, Municipal Road (Clark Road East)

PROPOSAL:

	<u>Lot to be Severed</u>	<u>Lot to be Retained</u>
Area:	645 m ² (6,942.9 ft ²)	1,100 m ² (11,840.6 ft ²)
Frontage:	21.6 m (7038 ft)	35.8 m (117.4 ft)
Depth:	30.5 m (100 ft)	30.4 m (99.7 ft)

The application for consent proposes the creation of one new residential infill parcel in the Town of Ingersoll that will have frontage on the north side of Clarke Road East with the approximate dimensions listed above, and the retention of a parcel containing an existing single detached dwelling. The applicant has submitted an application for zone change to facilitate the development of a four unit multiple-unit dwelling on the lot to be severed.

The subject lands contain lands that have been identified as Significant Valleyland on the Draft Oxford Natural Heritage Systems Study and the lot to be retained is regulated by the Upper Thames River Conservation Authority. The applicant has also prepared a Transportation Impact Study, which has been peer reviewed by the Town's traffic consulting engineering consultant.

Surrounding land uses consist primarily of single detached dwellings to the southwest and east, the Ingersoll Golf Course to the north and south, with the lands to the south approved for future residential development.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject lands, the approximate configuration of the lots to be severed and retained, and the current zoning in vicinity.

Plate 2, Aerial Map (2020 Air Photo), provides an aerial view of the subject lands as of the spring of 2020.

Plate 3, Applicant's Sketch, illustrates the proposed dimensions of the lots to be severed and retained, as provided by the applicant.

Application Review

2024 PROVINCIAL PLANNING STATEMENT (PPS)

The Provincial Planning Statement is a policy statement issued under Section 3 of the Planning Act that came into effect on October 20, 2024. Section 3 of the Planning Act requires that decisions affecting planning matters shall be consistent with policies statements issued under the Act. The following outlines the key PPS policies that have been considered, but it is not intended to be an exhaustive list.

Section 2.2 of the PPS provides that planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the immediate area by:

- a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
- b) permitting and facilitating:
 - 1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 - 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;
- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
- d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

Section 2.3 of the PPS states that settlement areas shall be the focus of growth and development and land use patterns within settlement areas should be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities, support active transportation, are transit-supportive and are freight supportive.

Section 5.1 of the PPS provides that development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards. Further, the PPS provides in Section 5.2 that planning authorities shall, in collaboration with conservation authorities where they exist, identify hazardous lands and sites and manage development in these areas, in accordance with provincial guidance.

To this end, development shall generally be directed to areas outside of hazardous lands adjacent river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards. Further, development and site alteration shall not be permitted within areas that would be rendered inaccessible to people and vehicles during times of flooding and/or erosion hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development.

OFFICIAL PLAN

The subject property is designated 'Medium Density Residential', as per Schedule 'I-2' Residential Density Plan for the Town of Ingersoll in the Official Plan. Medium Density Residential areas are

those lands that are primarily developed or planned for low to medium profile multiple-unit development that exceeds the densities established for Low Density areas. Residential uses within the Medium Density designation include townhouses, medium density cluster development, converted dwellings and low-rise apartments. In these areas it is intended that there will be a mixing and integration of different forms of housing to achieve an overall medium density. To help achieve a variety of forms of housing, Town Council may choose to restrict the range of uses permitted on individual sites through the Zoning By-law.

The maximum net residential density in the Medium Density Residential designation is 62 units per hectare (25 units per acre) and no buildings shall exceed four stories in height at grade. Within areas of new Medium Density Residential development, the minimum net residential density shall be 31 units per hectare (13 units per acre).

Existing Low Density Residential uses in a Medium Density Residential area may be recognized as a permitted use in the Zoning By-law but notwithstanding this, the creation of new lots may be restricted to avoid increased land fragmentation and to facilitate land assembly for redevelopment in areas characterized by existing low density residential land uses.

ZONING BY-LAW

The subject lands are currently zoned 'Residential Type 1 Zone (R1)' in the Town Zoning By-law, which permits a single detached dwelling. The 'R1' zone requires a minimum lot area of 450 m² (4,844 ft²), a minimum lot frontage of 15 m (49.2 ft) and a minimum lot depth of 30 m (98.4 ft). The 'R1' zone requires a minimum front yard depth of 6 m (19.7 ft), a minimum rear yard depth of 7.5 m (24.6 ft) and a minimum interior side yard width of 1.2 m (3.9 ft) for a single detached dwelling. based on the site sketch submitted by the applicant, the lot to be retained will comply with the development provisions of the Zoning By-law, save the rear yard depth of 7.2 m (23.6 ft), which is existing and will not be impacted by the proposal.

An application has been received to rezone the lot to be severed from 'R1' to 'Special Residential Type 3 Zone (R3-sp)' to facilitate the development of a 4 unit multiple-unit dwelling. The 'R3' zone permits apartment dwellings, multiple-unit dwellings and street fronting townhouses (among other uses). The 'R3' zone requires a minimum lot area of 150 m² (1,614.6 ft²) per unit and a minimum lot frontage of 20 m (65.5 ft). The applicant is proposing the development a 4 unit multiple-unit dwelling on the severed lands, which would require a minimum lot area of 600 m² (6,458.5 ft²). Based on the site sketch submitted by the applicant, the proposed lot frontage and area would be sufficient for the development of a 4 unit multiple-unit dwelling.

AGENCY COMMENTS

The County of Oxford Public Works Department has commented that as a condition of approval, the applicant should be required 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. Both properties must be served with water and sanitary services independently and all services crossing the proposed property line shall be disconnected to the satisfaction of the County of Oxford Public Works Department.

The Town of Ingersoll Engineering Department has commented that they have no concerns with the proposal, and have provided the following comments regarding the severance.

1. A lot grading and servicing plan shall be prepared by a qualified professional engineer or land surveyor and submitted to the Town for review and approval. The plan shall detail the proposed grading and servicing for both retained and severed lots. Grading must ensure that all surface runoff is fully contained, does not negatively impact adjoining properties, is directed away from existing and future buildings, and is directed to an adequate stormwater outlet, all to the satisfaction of the Town.
2. All work in the road allowance must be designed and constructed in accordance with the Town of Ingersoll Engineering Design Guidelines and Specifications for Municipal Work, latest revision.
3. A Town of Ingersoll “Right of Way Work Permit” will be required for all work within the Clarke Road right of way.
4. The proposed driveway location for the severed lot must be positioned as indicated in the TraffMobility - Traffic Operations Study, Rev. 2, dated December 1, 2025.
5. All depressed curbs and gutters not utilized for driveways shall be replaced with barrier curbs and gutters.
6. Demonstrate that any and all existing services crossing the “lot to be severed” to service the “lot to be retained” will be abandoned and new services be constructed as required to the satisfaction of the Town and County.
7. Demonstrate that any and all existing services crossing the “lot to be retained” to service the “lot to be severed” will be abandoned and new services be constructed as required to the satisfaction of the Town and County.
8. The following fees and deposits as per the Town’s Fees and Charges Bylaw, latest update will be applicable;
 - a. In accordance with the Town’s Tree Removal Policy, the applicant agrees to deposit with the Town, cash-in-lieu to provide compensation for trees removed for the development. These amounts are to be retained by the Town of Ingersoll to offset costs incurred through the Town’s Tree Replacement Program, payable at time of consent agreement.
 - b. A security deposit will be required based on the frontage of the severed parcel in the amount of \$15,000 as identified in the Town of Ingersoll Development Agreement Security Policy, Section 3.0 - Development Agreements (Severances), payable at time of consent agreement.

The Upper Thames River Conservation Authority (UTRCA), has commented that they have no objections to the proposal. The lands are regulated by this agency due to the presence of the Heslop Swamp, an evaluated wetland and its associated 30 m (98.4 ft) area of interference.

UTRCA staff pre-consulted with the applicant and Town staff on multiple different development proposals for these lands. Given the presence of the Heslop Swamp to the west, UTRCA requirements were very much dependent on the proposed developments proximity to the wetland and the proposed increase in impermeable surface within the 30 m area of interference. As the application proposes to create a new lot entirely outside of the UTRCA regulated area with all future development being proposed on the severed lands, this is a proposal that UTRCA staff can support. We wish to advise the Proponent that the proposed development to the severed lands will not be subject to Section 28 Permit requirements. Future development to the retained lands will require a Section 28 Permit prior to any site alteration.

The Town of Ingersoll Clerk’s Department has commented that payment of cash-in-lieu of parkland will be required in accordance with the Town’s Parkland Dedication By-law.

The Town of Ingersoll Building Department has commented the following:

1. Please provide an existing and proposed lot grading and site servicing plan, acceptable to the Town, prepared by a qualified individual or firm for both the proposed retained and severed lots. Site servicing must be fully contained on each lot and cannot traverse adjoining lots. Show existing and proposed driveways.
2. Please supply an up-to-date survey showing full measurements for the proposed retained and severed lots. All existing structures being retained to be shown with setbacks to property lines.
3. A detailed site plan showing the proposed development with all applicable measurements and appropriate parking will be required as part of the application for zone change proceeding.

The Town of Ingersoll Fire Services Department, Southwestern Public Health and the Thames Valley District School Board have indicated that they have no comments or concerns with the proposal.

PUBLIC CONSULTATION

Public notice regarding the application was circulated to surrounding property owners in accordance with the requirements of the *Planning Act* on March 19, 2026. As of the date of this report, no concerns or objections have been received from the public.

Planning Analysis

The application for consent proposes the creation of one new residential lot for the future development of a multiple-unit dwelling, containing four dwelling units, and the retention of a parcel containing an existing single detached dwelling.

Planning staff are generally satisfied that the proposal is consistent with the direction of the Provincial Planning Statement with respect to the promotion of residential growth within a designated settlement area. Further, staff are satisfied that the proposal will support the residential intensification directives of the PPS and will promote the establishment of housing options in an area where suitable municipal infrastructure and public service facilities are available. As such, staff are of the opinion that the proposal is consistent with the intent of the Provincial Planning Statement.

The westerly portion of the subject lands are regulated by the Upper Thames River Conservation Authority due to the presence of the Heslop Swamp to the west. The applicant has demonstrated, to the satisfaction of the Upper Thames River Conservation Authority that the lot to be severed will be located entirely outside of their regulated area and as such any future development on the severed lands would not be subject to their permitting requirements. Based on this, staff are of the opinion that the proposal meets the policy criteria of the PPS to direct new development and site alteration away from areas of natural hazard and no new hazards will be created as a result of the proposal.

The subject lands are designated as Medium Density Residential in the Official Plan. Generally, the Medium Density Residential designation is intended for residential development that exceeds the density targets for the Low Density Residential designation, and would include such residential development as multiple-unit dwellings or low-rise apartments, however it is noted that the Official Plan does recognize existing low density residential uses, such as existing single detached

dwelling, in the Medium Density Residential designation as permitted uses. In this instance the applicant is proposing a housing type for the severed lands that is consistent with the uses contemplated in the Medium Density Residential designation and the retention of the existing single detached dwelling on the retained lands. As such staff are satisfied that the proposal meets the policy intent of the Official Plan with respect to the intended land uses for lands designated Medium Density Residential.

Based on the site sketch submitted by the applicant, both the severed and retained lands will comply with the existing 'R1' zoning with respect to lot area, frontage and depth. The applicant is proposing to rezone the lot to be severed from 'R1' to 'R3-sp' to facilitate the future development of a 4 unit multiple-unit dwelling. Staff are satisfied that the lot to be severed complies with the development requirements of the 'R3' zone for the development of a 4 unit multiple-unit dwelling and given the existing Medium Density Residential designation in the Official Plan, Planning staff are recommending that this rezoning be a condition of approval, however given that the Medium Density Residential designation permits existing low density residential type development, staff have no concerns with the existing 'R1' zoning that applies to the retained lands.

The applicant did provide a traffic study to support the proposal, which was peer reviewed by the Town's consulting traffic engineer to demonstrate the sufficient sightlines were available to support a new driveway entrance. Town staff have reviewed the report and are generally satisfied that the driveway sightlines will be sufficient, but future driveway development will be required to comply with the recommendations in the report, which include locating the driveway to the westerly extent of the severed lands.

Overall, it is the opinion of Planning staff that the proposal is consistent with the policies of the PPS and in keeping with the intent of Official Plan. As such, Planning staff are satisfied that the application can be given favourable consideration, subject to the recommended conditions.

RECOMMENDATION

Whereas the application for consent is consistent with the 2024 Provincial Planning Statement and complies with the County of Oxford Official Plan, we are of the opinion that the application is acceptable from a planning perspective, and should be granted, subject to the following conditions:

- 1. The lot to be severed be rezoned, to the satisfaction of the Town of Ingersoll.**
- 2. The County of Oxford Department of Public Works advise the Secretary-Treasurer of the County of Oxford Land Division Committee that all financial requirements of the County of Oxford with respect to provision of water and sewer services to the lot to be severed have been complied with. To this end, each property must be serviced independently and any/all services crossing the proposed property line be disconnected, to the satisfaction of the Oxford County Public Works Department.**
- 3. If required, the Owner shall submit a grading plan, prepared by a Professional Engineer or Ontario Land Surveyor, for both the lot to be severed and retained to demonstrate that all surface run-off is fully contained, does not negatively impact on adjoining property, is directed away from all existing and future buildings and is directed to an adequate stormwater outlet, to the satisfaction of the Town of Ingersoll.**

4. **If required, the Owner shall submit a servicing plan to confirm of the location of any overhead or underground services installed to the severed and retained lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created, to the satisfaction of the Town of Ingersoll.**
5. **A financial security deposit will be required, in accordance with the Town of Ingersoll Development Agreement Security Policy, to the satisfaction of the Town of Ingersoll.**
6. **The owner shall submit a recent survey of both the severed and retained lots to confirm lot sizes and setbacks to existing buildings, to the satisfaction of the Town of Ingersoll.**
7. **The owner is to provide the payment of cash-in-lieu of parkland for the creation of the new lots, to the satisfaction of the Town of Ingersoll.**
8. **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.**

SIGNATURES

Authored by:

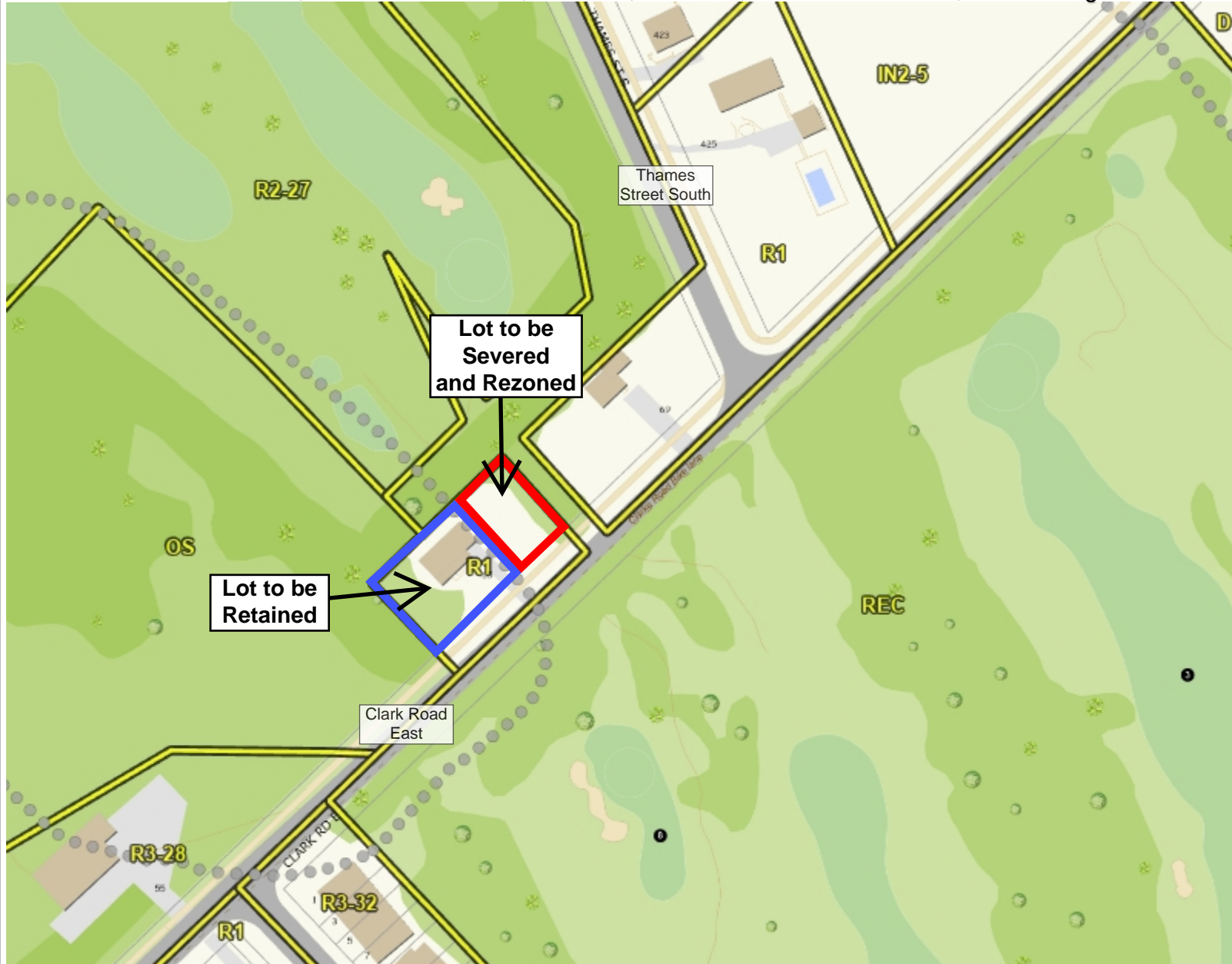
“Original Signed by”

Heather St. Clair, MCIP, RPP
Senior Development Planner

Approved for submission:

“Original Signed by”

Eric Gilbert, MCIP, RPP
Manager of Development 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 48 95 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

September 9, 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 21 42 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

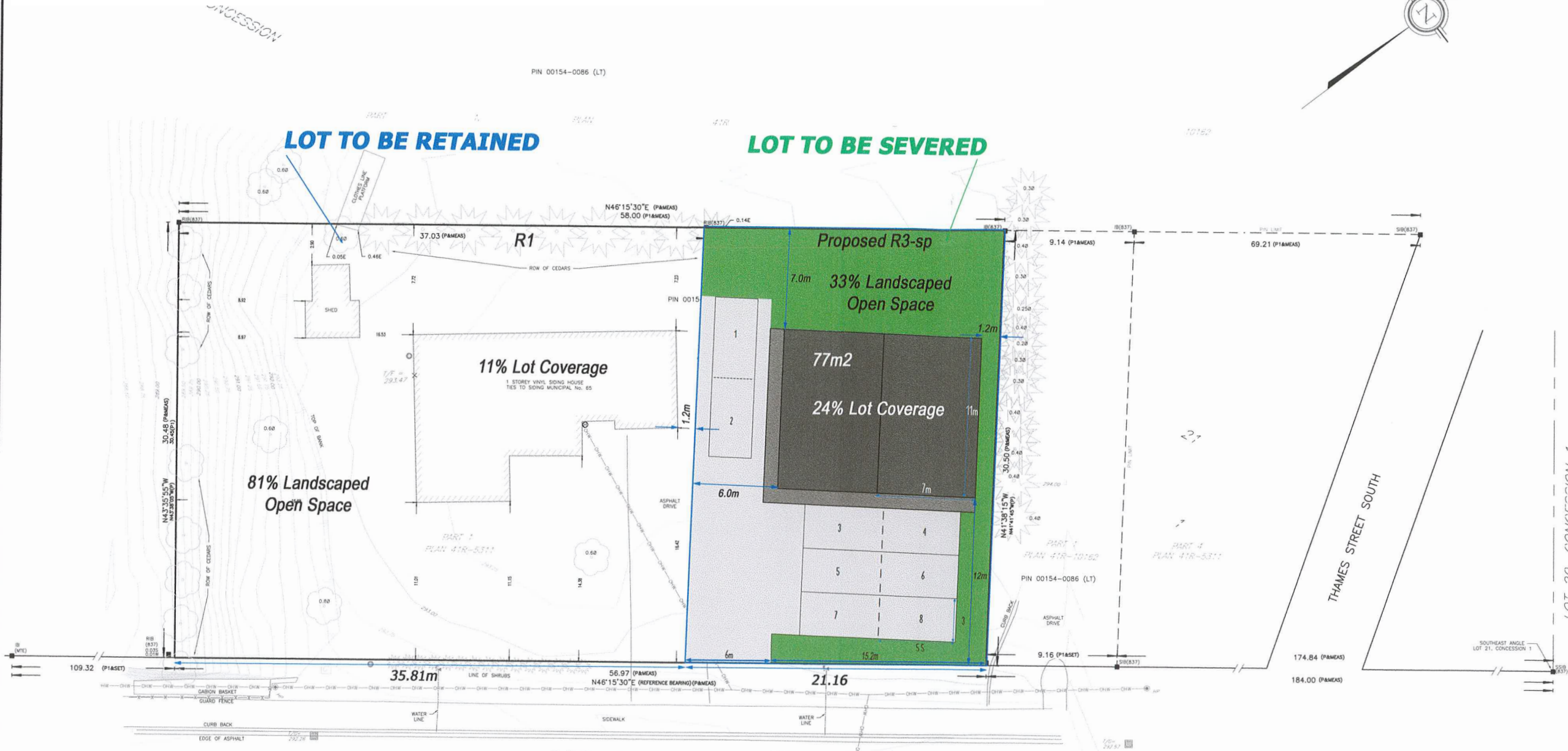
March 18, 2026

TOPOGRAPHIC PLAN OF SURVEY
 OF PART OF
 LOT 21, CONCESSION 1
 (GEOGRAPHIC TOWNSHIP OF WEST OXFORD)
 IN THE
 TOWN OF INGERSOLL
 COUNTY OF OXFORD



1 : 150 METRIC
 0 2 4 6 8 metres

METRIC
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN
 ARE IN METRES AND CAN BE CONVERTED TO FEET
 BY DIVIDING BY 0.3048



- LEGEND**
- DENOTES PLANTED MONUMENT
 - DENOTES FOUND MONUMENT
 - X- DENOTES FENCELINE
 - CLF DENOTES CHAIN LINK FENCE
 - BF DENOTES BOARD FENCE
 - SIB DENOTES STANDARD IRON BAR
 - SSIB DENOTES SHORT STANDARD IRON BAR
 - IB DENOTES IRON BAR
 - RIB DENOTES ROUND IRON BAR
 - MEAS DENOTES MEASURED
 - 837 DENOTES W.A. BAKER SURVEYING INC.
 - P DENOTES PLAN 41R-5311
 - P1 DENOTES PLAN 41R-10162
 - T/G DENOTES TOP OF GRATE
 - ⊕ DENOTES HYDRO POLE
 - ⊙ DENOTES WELL
 - ⊗ DENOTES HYDRO METER
 - ⊘ DENOTES CATCH BASIN
 - ⊚ DENOTES MANHOLE
 - ⊛ DENOTES WATER VALVE
 - ⊜ DENOTES GAS METER
 - ⊝ DENOTES FIRE HYDRANT
 - ⊞ DENOTES COMMUNICATION PEDESTAL
 - ⊟ DENOTES CONFEROUS TREE
 - ⊠ DENOTES DECIDUOUS TREE

ELEVATION NOTES:
 ELEVATIONS ARE REFERRED TO THE TOWN OF INGERSOLL MONUMENT No. 20180117
 HAVING AN ELEVATION OF 293.415
 SITE BENCHMARK LOCATED TO THE EAST OF CLARKE STREET EAST ON TOP OF NUT
 FIRE HYDRANT, ELEVATION 293.39, AS MEASURED ON JANUARY 9, 2025

BEARING NOTES:
 BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE WESTERLY LIMIT OF
 CLARKE STREET AS SHOWN ON PLAN 41R-5311, HAVING A BEARING OF N46°15'30"E

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON JANUARY 09, 2025.

January 23, 2025
 DATE

J.A.N.
 JAMES A. NICOL
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO THE AOLS PLAN SUBMISSION V-90174

65 Clark Rd. E Street Ingersoll

R3 By-Law 8.2	4-plex	
	Proposed	R3 Minimum/Maximum
Lot Area	161.2m ²	150.0m ²
Lot Coverage	24%	40%
Lot Frontage	21.16m	20.0m
Lot Depth	30.5m	n/a
Front Yard Depth	12m	7.5m
Rear Yard Depth	7.0m	3.0m
Interior Side Yard Width	6.0m & 1.2m	4.0m
Exterior Side Yard Width	n/a	10.0m
Setback	21.6m	20.5m
Landscaped Open Space	31%	30%
Gross Floor Area	72.0m ²	55.0m ²
Height	1.5-storey	3-storey
Parking	2/unit	1.5/unit

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 CHECKED BY: J.A.N.

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