

NOTICE OF COMPLETE APPLICATION AND NOTICE OF PUBLIC MEETING

pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended

APPLICATION FOR ZONE CHANGE  
in the  
TOWNSHIP OF EAST ZORRA-TAVISTOCK

Township of East Zorra-Tavistock  
89 Loveys Street East  
Hickson, ON N0J 1L0  
Telephone: 519-462-2697

**DATE:** Thursday, November 6, 2025

**FILE:** ZN 2-25-07 (Township of East Zorra-Tavistock)

**Purpose and Effect of the Proposed Zone Change**

The purpose of the application for Zone Change is to make amendments to the Township Zoning By-Law to improve the clarity and implementation of existing provisions for Additional Residential Units (ARUs) and to reflect recent changes to provincial legislation.

The proposed amendments to the Zoning By-Law provisions include the following:

- New definitions for Detached Additional Residential Unit, Distance From, Ground Floor Area, Dwelling Unit Area and amending other related definitions;
- Amending the General Provisions, including but not limited to:
  - amending how the size and lot coverage of detached accessory structures and ARUs is calculated and regulated;
  - aligning maximum lot coverage and minimum lot area requirements for ARUs in fully serviced settlement areas with provincial legislation; and,
  - clarifying requirements for garden suites where there is also an ARU on the lot.
- Removal of minimum dwelling unit sizes to be consistent with the provisions of the Ontario Building Code; and,
- Addressing any technical errors identified since the last amendments.

The proposed amendments will not make any changes to where ARUs are permitted or affect any previous site-specific zoning approvals.

This application pertains to all lands within the Township of East Zorra-Tavistock.

**Public Meeting**

The Council of the Township of East Zorra-Tavistock will hold a public meeting to consider the proposed Zone Change on:

**Date:** Wednesday, December 3, 2025  
**Time:** 9:00 a.m.  
**Place:** Council Chambers, Township Office, 89 Loveys St E, Hickson, ON N0J 1L0

**Other Planning Act Applications:** None

Please be advised that Council may approve, modify or refuse the requested application at the meeting. If you do not attend or are not represented at the meeting, the Council may proceed and may not advise you of any proposed modifications.

If you wish to be notified of the decision of the Township of East Zorra-Tavistock on the proposed amendment, you must make a written request to either the Clerk of the Township of East Zorra-Tavistock or to [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca).

In order to appeal a decision of the Township of East Zorra-Tavistock, to the Ontario Land Tribunal, eligibility requirements must be met as outlined in the Planning Act, R.S.O. 1990, as amended. If a specified person or public body would otherwise have an ability to appeal the decision of Township of East Zorra-Tavistock to the Ontario Land Tribunal but does not make oral submissions at a public meeting or make written submissions to Township of East Zorra-Tavistock or the County of Oxford before the amendment is adopted, the specified person or public body is not entitled to appeal the decision. Third party appeals of any decision are not permitted.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of East Zorra-Tavistock or the County of Oxford before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Additional information relating to the proposed amendment is available for review at the County of Oxford Community Planning Office at the address below, Monday – Friday, 8:30 a.m. to 4:30 p.m., or by visiting the Community Planning website at [www.oxfordcounty.ca/en/services-for-you/land-use-development.aspx](http://www.oxfordcounty.ca/en/services-for-you/land-use-development.aspx). If you have any questions regarding the above-noted application and how to preserve your appeal rights, please contact **Hanne Yager, Policy Planner**, Community Planning Office (**519-539-9800 ext. 3218**). Written comments may be forwarded to the address below or

emailed to: [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca). Please include the applicant's name and our File Number on all correspondence.

Yours truly,

A handwritten signature in black ink, appearing to read 'April Nix'.

/ak

April Nix, MCIP, RPP  
Manager of Policy Planning  
Community Planning Office  
County of Oxford  
21 Reeve Street  
Woodstock ON N4S 3G1  
Telephone: 519-539-9800 / Fax 519-421-4712