

To: Chair and Members of Oxford County Land Division Committee

From: Amy Hartley, Development Planner, Community Planning

Application for Consent B25-49-7 – Thames Valley District School Board

REPORT HIGHLIGHTS

- The application for Consent proposes to sever a vacant parcel to facilitate the development of a new church (Hope Reformed Church) in the Town of Tillsonburg. The parcel to be retained will remain vacant and no development is proposed at this time.
- Planning staff are recommending that the Application for Consent be approved as it is consistent with the policies of the Provincial Planning Statement (PPS) and maintains the intent and purpose of the Official Plan respecting new institutional parcels within the Town of Tillsonburg.

DISCUSSION

Background

OWNER: Thames Valley District School Board (TVDSB)
1250 Dundas Street, London, ON N5W 5P2

APPLICANT: Hope Reformed Church of Tillsonburg c/o Theo Bouwheer
20 Hunter Crescent, Tillsonburg, ON N4G 5M9

AGENT: Civic Planning Solutions Inc. c/o David Roe
61 Trailview Drive, Tillsonburg, ON N4G 0C6

LOCATION:

The subject lands are described as Part of Lot 3, Concession 10 (Dereham), in the Town of Tillsonburg. The subject lands are located on the east side Cranberry Road lying between Ostrander Road and Beckett Boulevard and are municipally known as 20 Cranberry Road.

OFFICIAL PLAN:

Schedule "T-1"

Town of Tillsonburg Land Use Plan

Community Facility

TOWN OF TILLSONBURG BY-LAW NO. 3295:

Existing Zoning: 'Future Development Zone (FD)'

Requested Zoning: 'Major Institutional Zone (IN2)'

SERVICES:

Lot to be Retained: none

Lot to be Severed: municipal water and municipal sanitary sewer

ROAD ACCESS:

Lot to be Retained: paved municipal road (Cranberry Road)

Lot to be Severed: paved municipal road (Cranberry Road)

PROPOSAL:

	<u>Lot to be Severed</u>	<u>Lot to be Retained</u>
Area	1.2 ha (3 ac)	26.5 ha (65.5 ac)
Frontage	93.5 m (306.8 ft)	195.2 m (640.4 ft)
Depth	129.8 m (425.8 ft)	462 m (1,515 ft)

The purpose of the Application for Consent is to sever a vacant parcel of land of facilitate the development of a new place of worship. It is noted that the application is submitted by TVDSB as the owner of the lands, but the lands are conditionally purchased by Hope Reformed Church. The proposed lot to be retained will remain vacant and no development is proposed at this time.

For the Committee's information, an associated Official Plan Amendment application (OP 25-18-7) was approved by Oxford County Council on January 14, 2026, and the zoning amendment (ZN 7-25-09) was approved-in-principle by Town of Tillsonburg Council on December 8, 2025.

Surrounding lands uses include lands in agricultural production, natural heritage features, and low-density residential development to the south of the subject lands.

Plate 1 – Location Map with Existing Zoning illustrates the location of the subject property and the existing zoning in the immediate vicinity and the proposed lot to be severed and retained.

Plate 2 – 2020 Aerial Map, provides an aerial view of the subject lands.

Plate 3 – Applicant's Sketch provides the dimensions of the subject lands and outlines the proposed lot to be severed.

Application Review

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.

As per Section 2.1.6 of the PPS, planning authorities should support the achievement of complete communities by:

- accommodating an appropriate range of mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
- improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

Section 2.3 of the PPS outlines that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term and cost-effective development patterns and standards to minimize land consumption and servicing costs.

Section 2.3.1 directs that settlement areas shall be the focus of growth and development. Further, according to Section 2.3.1.2, land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land, resources, existing and planned infrastructure and public service facilities. Further, 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 the necessary infrastructure and public service facilities.

Official Plan

The subject lands are designated as 'Community Facility' according to the Town of Tillsonburg Land Use Plan, as contained in the Official Plan. The Community Facility designation in Section 8.5.2 intend to provide for large scale institutional, cultural and recreational uses which serve residents throughout the Town, the southern part of Oxford County and surrounding municipalities. Uses such as hospitals, recreational facilities, cultural and educations facilities, religious institutions, and nursing homes are types of permitted uses in the Community Facility designation. In addition to these uses, all forms of institutional uses permitted in Residential Areas include elementary and secondary schools, churches, day care facilities, and public uses (such as emergency services) are also permitted.

Zoning By-law

The subject lands are zoned 'Future Development Zone (FD)' and it is proposed that the severed lands be rezoned to 'Major Institutional Zone (IN2)' to permit a place of worship.

The 'IN2' Zone permits a variety of uses including an arena or community centre, funeral home, fire, police or ambulance station, medical centre, nursing home, and any use permitted in the 'Minor Institutional Zone (IN1)' which includes a place of worship. The 'IN2' Zone requires a lot area of 900 m² (9,687.8 ft²), and lot frontage of 20 m (65.6 ft). Based on the site sketch submitted by the applicant, the lots to be severed and retained appear to comply with the requirements of the 'IN2' zone.

Agency Comments

Town of Tillsonburg Fire Department, Tillsonburg Hydro and Canada Post had no objections or concerns relating to the proposal.

Town of Tillsonburg Engineering Department requested the following conditions:

- The Owners 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 Engineering Services Department. Any work being done in the Town's right-of-way will require an Encroachment Permit and inspection by the Owners consultant for the entire duration of any works 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 their consulting engineer stating that all servicing and restoration work has been completed to the Town of Tillsonburg Development Guidelines and Design Criteria.
- The Owners shall submit a Lot Grading Plan and Site Servicing Plan for the lot to be severed to the satisfaction of the Town of Tillsonburg Engineering Services Department.
- The Owner(s) must submit a Surveyors Real Property Report to confirm lot sizes and building setbacks to the satisfaction of the Town
- 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.

County of Oxford Public Works Department indicated no concern with the proposal and noted that sanitary and water service are being installed for the proposed place of worship as part of the Cranberry Road reconstruction project.

Public Consultation

Notice of the Application for Consent was provided to the public and surrounding property owners on January 22, 2026, in accordance with the requirements of the Planning Act. At the time of writing this report, a letter of opposition was received.

Planning Analysis

The purpose of the application for consent is to create one new institutional parcel in the Town of Tillsonburg and retain a vacant parcel for future development. The applicant has indicated that the severed lot will be used for a new church. Planning staff have reviewed the proposal under the policy direction of the Provincial Planning Statement and the Official Plan with respect to institutional uses, and are of the opinion that the proposal is appropriate from a policy perspective.

Planning staff have reviewed the proposal under the policy direction of the PPS and of the opinion that the proposal is consistent with the policies of the PPS respecting development within settlement areas and the effective use of existing infrastructure and efficient use of lands and resources.

The proposal is in keeping with the policies of the Community Facility designation. The proposed use is permitted in the Community Facility designation, and the proposed development is located on an arterial road (Cranberry Road). The surrounding lands are designated Low Density Residential and zoned 'Future Development Zone (FD)' however, no development proposals have been brought forward at this time. The proposed location of the severed lot for the proposed church allow for adequate frontage to accommodate both the church and any future residential development on local streets and will not compromise the anticipated development of the retained lands for residential use.

The proposed church is approximately 1,300 m² (14,000 ft²) and no other relief of the zoning provisions have been requested through the associated zone change application. Staff are satisfied that the proposed use and building will be compatible with the surrounding land uses with respect to height, building setbacks, parking requirements, and site coverage. To this end, staff are satisfied that proposed severance can accommodate the site plan considerations contemplated in Section 9.4.2.2 of the Official Plan, as detailed above. Specifically, staff are satisfied that there is sufficient area available on the lot to be severed to accommodate all buildings and allow for sufficient setback to the street line to permit substantial landscaping and buffering, as well as sufficient setback from nearby residential uses.

Planning staff are also satisfied that the proposal meets the minimum zoning criteria of the 'IN2' zone with respect to lot area, frontage and depth for the lot to be severed. As noted, the applicants are required to submit a site plan application which will allow staff to review and confirm that all aspects of the development meet the zoning requirements.

In light of the foregoing, Planning staff are satisfied that the proposal is consistent with the Provincial Planning Statement and maintains the intent of the Official Plan and can be supported from a planning perspective, subject to the recommended conditions.

RECOMMENDATIONS

Whereas the application for consent is consistent with the 2024 Provincial Planning Statement, and complies with the Policies of 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 property to be severed be appropriately rezoned.**
- 2. 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.**

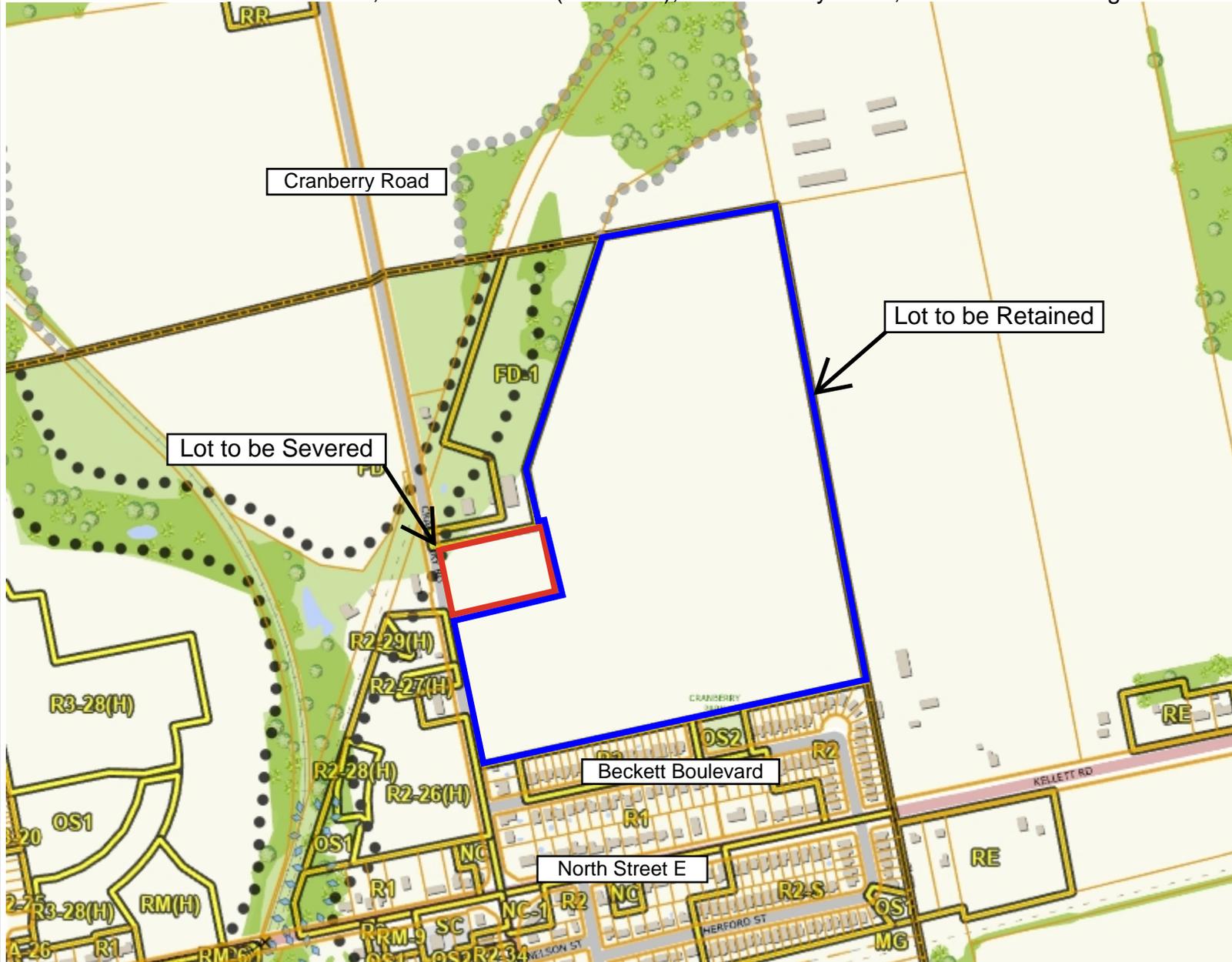
- 3. The Owner(s) shall submit a Lot Grading Plan and Site Servicing Plan for the proposed severed lot to the satisfaction of the Town of Tillsonburg Engineering Services Department.
- 4. The Owner(s) shall submit a Surveyor’s Real Property Report to confirm lot sizes and building setbacks, to the satisfaction of the Town of Tillsonburg.
- 5. 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, to the satisfaction of the Town of Tillsonburg Engineering Services.
- 6. 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.

SIGNATURES

Authored by: *“Original signed by”* Amy Hartley
Development Planner

Approved for submission: *“Original signed by”* Eric Gilbert, MCIP, RPP
Manager of Development Planning

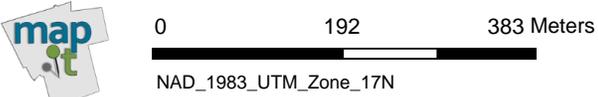
Plate 1: Location Map with Existing Zoning
File Nos.: B25-49-7 (Thames Valley District School Board)
Part of Lot 3, Concession 10 (Dereham); 20 Cranberry Road, Town of Tillsonburg



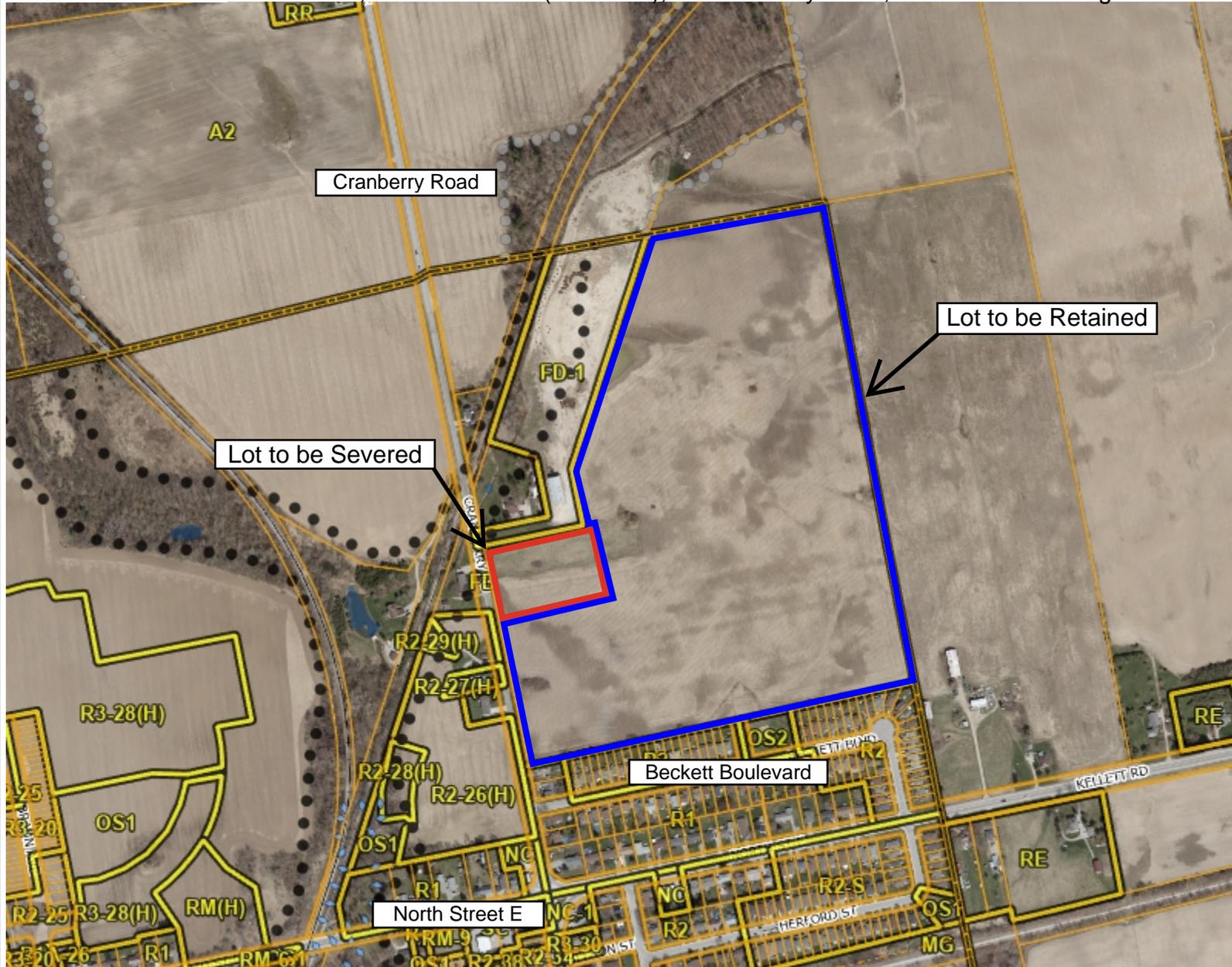
Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- 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



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



Legend

- Parcel Lines**
 - Municipal Boundary
 - Property Boundary
 - Assessment Boundary
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 - Unit
- Zoning Floodlines**
- Regulation Limit**
 - ◆ 100 Year Flood Line
 - ▲ 30 Metre Setback
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 - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes



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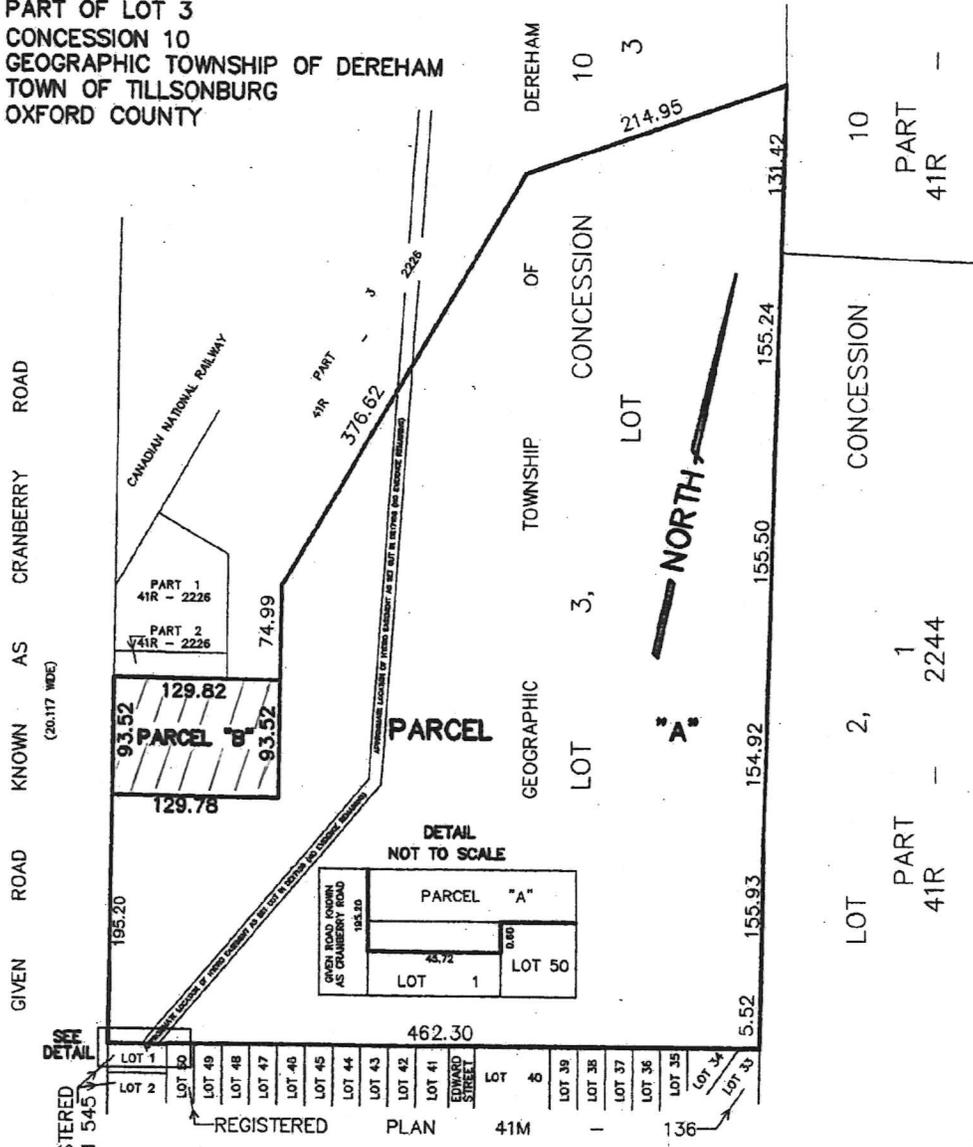
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November 26, 2025

SKETCH

PREPARED ILLUSTRATING PROPOSED SEVERANCE
 FOR: HOPE REFORMED CHURCH OF TILLSONBURG
 NOT TO SCALE

PROPERTY DESCRIPTION:
 PART 3
 CONCESSION 10
 GEOGRAPHIC TOWNSHIP OF DEREHAM
 TOWN OF TILLSONBURG
 OXFORD COUNTY



To be redesignated from Residential to Institutional Facility ///

PARCEL "A"
 (TO BE RETAINED)
 AREA = 26.5 (7/8) HECTARES
 (AREA = 65.5 (7/8) ACRES)

PARCEL "B"
 (TO BE SEVERED)
 AREA = 1.21 HECTARES
 (AREA = 3 ACRES)

CAUTION
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