

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, September 4, 2025

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and virtually via livestream, on Thursday, September 4, 2025, at 9:30 a.m. with the following individuals:

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

The meeting was called to order at 9:33am.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

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

“The Minutes of the Meeting of August 7, 2025, be approved as amended, printed and circulated.”

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

1. Correspondence received August 18, 2025 received from Gary Crane
RE: Application B25-34-8 (Irtaza Inayat, Namrah & Saad Tariq)
2. Correspondence received August 18, 2025 received from Margaret & Robert Figg
RE: Application B25-34-8 (Irtaza Inayat, Namrah & Saad Tariq)
3. Correspondence received August 18, 2025 received from Joanna & Kyle Lemon
RE: Application B25-34-8 (Irtaza Inayat, Namrah & Saad Tariq)
4. Correspondence received September 2, 2025 received from Wanda Foster
RE: Application B25-35-6 (Michelle Kirwin & James Neely)

APPLICATIONS FOR CONSENT:

B21-28-2X – Lynn Chesney & 1474526 Ontario Ltd.
(PINs 00262-0359 & 00262-0361, Township of East Zorra-Tavistock)

Ryan Verhoog, the agent, was present online to speak to the application.

H. St. Clair reviewed the staff Planning Report. The applicants proposed to obtain a certificate of cancellation for two parcels previously severed in order to allow them to merge into a single parcel. It is of note that one of the parcels (Lot 2) is landlocked and has no frontage on a public road.

In 2021, an Application for Consent (B21-28-2) was received with the intent of severing a farm parcel into two separate parcels. At the time of the submission, the agent on the file advised staff that two agricultural parcels had merged on title and the subject lands were now one parcel. The proposed consent was approved by Oxford County Land Division Committee on August 5, 2021. Following the completion of the imposed conditions, a certificate was issued by the Secretary-Treasurer of the Land Division Committee on March 10, 2023.

The applicants' solicitor contacted Planning staff in 2025 advising that while the former two agricultural lots were indeed merged on title, the Parcel Identification Numbers (PINs) had not been consolidated with the Land Registry Office. With the PINs not being previously consolidated it meant that the severance approval given in 2021 inadvertently resulted in four lots being created rather than the intended two lots that were proposed. The applicants' solicitor indicated that while they are able to rectify the issue on the eastern two lots due to them being the lot to be retained in 2021, they were not able to do so with the western two lots that had been created by consent until a cancellation certificate has been granted. The western lots are not able to have their PINs consolidated because the lots had been the severed lot in the 2021 and were subject to the "once a consent, always a consent" rule.

Bill 276, Proposed Changes to Land Division Provisions in the Planning Act, which came into force on January 1, 2022, included Section 53(45) which allows for an application to "cancel" a previously received consent. A decision to cancel (or not cancel) is not appealable. This eliminates the principle of "once a consent, always a consent", which enables the applicant to more efficiently merge properties that were previously severed.

As such, owners can now apply to the consent-granting authority for a certificate of cancellation for a parcel that was previously severed with a consent. Once a certificate of cancellation is issued, the parcel would be treated as though the previous consent had not been given, which in this case would mean that the parcels would merge with neighbouring lands that are owned by the same person. This would achieve the intent of the approved 2021 severance.

The subject lands are described as Part Lot 11, Concession 17 (East Zorra), in the Township of East Zorra-Tavistock. The lands are located on the east side of the 17th Line, lying between Oxford Road 33 and Braemar Sideroad. The lands are not currently municipally addressed.

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

R. Verhoog understood and accepted all conditions.

In response to G. Brumby, H. St. Clair noted that the two eastern lots are able to be consolidated without a cancellation certificate.

No comments or concerns were received from the Committee.

B21-28-2X

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

'Granted'

CONDITIONS:

1. 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.
2. A Cancellation Certificate, pre-approved by the Land Registry Office, be registered and a copy of the document be presented to the Secretary-Treasurer of the Land Division Committee for Application B21-28-2x.

REASONS:

1. The application for certificate of cancellation is consistent with the 2024 Provincial Planning Statement.
2. The application for certificate of cancellation complies with the policies of the Oxford County Official Plan.
3. The subject property is appropriately zoned.

CARRIED.

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 presented the Staff report. The intent of the application is to convey approximately 24.3 ha (60 ac) of lands zoned 'General Agricultural Zone (A2); from the subject lands to the abutting 21.9 ha (54 ac) agricultural parcel and retain a parcel of approximately 0.81 ha (2 ac) to be used for rural residential purposes. No new development is proposed as part of this application.

The proposed lands to be severed have frontage on Airport Road. Part of these lands are in agricultural production (cash crop) and part contains natural heritage resources (significant woodland and significant wetlands). The proposed lands to be retained are approximately 0.81 ha (2 ac) in area and contain an existing dwelling (circa 1988), a 29.7 m² (319.7 ft²) carport, a 13.4 m² (144.2 ft²) shed, and a 29.7 m² (319.7 ft²) sugar shack, and have frontage on Airport Road.

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.

No comments of concern were received from the agencies circulated or members of the public.

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

P. Boesterd commented that they plan to take down the barn. They understood and accepted all conditions and had no questions.

The Committee had no comments or questions.

B25-26-4

Moved by: A. Tenhove
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 retained 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.

B25-30-7; A25-05-7 – 2614966 Ontario Inc.
(Lt 406, Plan 500, Town of Tillsonburg)

David Roe, the agent, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of this application for consent is to create a new residential infill lot in the Town of Tillsonburg with associated variances for both the severed and retained parcels. The applicants propose to sever the rear portion of the subject lands situated along Durham Street.

The retained lot (corner lot) would have an area of approximately 406.1 m² (4,371.2 ft²) and a frontage of 20.1 m (66 ft). The severed parcel would have an area of approximately 506.3 m² (5,449.8 ft²) and a frontage of 25.2 m (82.6 ft).

The current vehicular access from Durham Street is to be utilized for the lot to be retained, and a second access for the severed parcel is proposed further to the east onto Durham Street.

The applicants are requesting relief from Section 12.2 (Table 12.2A) to permit a minimum lot depth of 20.12 m (66 ft) whereas 30 m (98.4 ft) for the lot to be severed. In addition, the applicants are requesting relief from Section 12.2 (Table 12.2A) for the parcel to be retained (corner lot) to permit the following variances:

1. Lot Area, Minimum (corner lot) of 406.1 m² (4,371.2 ft²) whereas 555 m² (5,974.2 ft²) is required;
2. Lot Depth, Minimum of 20.18 m (66.2 ft) whereas 30.0 m (98.4 ft) is required;
3. Front Yard, Minimum Depth of 3.53 m (11.6 ft) whereas 7.5 m (24.6 ft) is required; and
4. Rear Yard, Minimum Depth of 4.96 m (16.3 ft) whereas 9.0 m (29.2 ft) is required.

The property is located on the north east corner of the intersection of King Street and Durham Street, is legally known as Lot 406, Plan 500, and is municipally known as 42 King Street in the Town of Tillsonburg.

No objections were received from the agencies circulated or members of the public.

The Town of Tillsonburg passed a resolution in support of the application at their meeting on August 11, 2025.

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

D. Roe commented that since the application was prepared, the owner was able to get mapping from the Town indicating that there were already additional sewer water laterals to the lot. The understanding is that if that servicing does exist then that condition should be waived. He understood and accepted the noted conditions and had no further comments or questions.

In response to D. Roe, H. St. Clair noted that the recommendation would be to leave the condition as it is and if the Public Works department is satisfied, they will go ahead and clear that condition.

In response to D. Paron, D. Roe noted that the intent is to have two separately conveyable lots for new development on the severed lot. There may or may not be requirement for additional variances which would depend on the design of the building.

In response to D. Paron, D. Roe noted that referring to retained lot with the existing duplex structure, it could not be severed.

In response to A. Tenhove, H. St. Clair noted that the application is reviewed for the minimum requirements for a single detached dwelling because that's what the current Zoning would allow for. If the application were to try to get two additional residential units, they would have to comply with the Zoning provisions. They would need to apply to the Town before any building permits to

facilitate ARUs could be issued.

In addition, D. Roe commented that in that particular zone, amenity space is not required for residential uses.

No further comments or concerns were received from the Committee.

B25-30-7

Moved by: A. Tenhove
Seconded by: L. Martin

'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 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 both the proposed severed and retained lots 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.
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.
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 subject property is appropriately zoned.

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4. The Land Division Committee did not receive any comments from the public respecting this application.

A25-05-7

Moved by: A. Tenhove
Seconded by: L. Martin

'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.

B25-31-5 – Randy Barber

(Lt 1-2, 11-13, Pt Alley, in rear of Lt 1-13, Plan 96, Pt Lt 21, Conc. 1 (North Oxford), Pt Lt 3-10, 14-15, Pt Alley btn Lt 6-7, Plan 96, Pt 2, 41R1238, Township of Zorra)

On August 25, 2025 the owner requested a deferral of this application. No report was presented.

B25-32-2 – Roslin Cattle Company Ltd & Scott Dennis

(SW ¼ Lt 18, Conc. 13 (East Zorra), Township of East Zorra-Tavistock)

Scott Patterson, the agent, was present to speak to the application.
Josh McKay and Ruth Ann McKay were present to hear the application.

H. St. Clair reviewed the staff Planning Report. The application proposes to facilitate an agricultural lot addition and the retention of a surplus dwelling on a lot for non farm rural residential purposes. The lot to be severed comprises approximately 19.2 ha (47.4 ac), is in agricultural production, and is currently vacant of any buildings or structures. It is proposed that the lot to be severed will be added to the lot to the immediate north. The lot to be enlarged is currently 19.7 ha (48.6 ac) in size, is also in agricultural production, and contains accessory buildings and a single detached dwelling accessory to the farm operation.

It is proposed that the lot to be retained will be 0.7 ha (1.8 ac) in size and will contain an existing single detached dwelling and accessory buildings. If Severance Application B25-32-2 is approved by the Land Division Committee then an Application for Zone Change will be required to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' to recognize the new use of the subject lands for non-farm rural residential purposes.

The subject lands are described as SW ¼ Lot 18, Concession 13 (East Zorra). The lands are located on the east side of 13th Line, lying between Braemar Sideroad and Oxford Road 8. The subject lands are currently municipally addressed as 616070 13th Line.

No objections were received from the agencies circulated or members of the public.

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

S. Patterson had no questions or concerns and understood and accepted all noted conditions.

In response to C. Van Haastert, H. St. Clair answered that if the Zone Change never gets adjusted to 'RR' Zoning, the Land Division Committee would be creating a lot that doesn't comply with the Township Zoning By-law which isn't recommended. The applicant advised that they intend to submit the rezoning application today. Planning would recommend that that rezoning condition be applied to avoid potential noncompliance with the Township Zoning By-law.

In response to D. Paron, S. Patterson stated that he doesn't believe that parkland dedication is required for surplus farm dwelling severances. H. St. Clair noted that the parkland dedication varies by the municipality. The Township may require it as part of any future agreement.

B25-32-2

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

'Granted'

CONDITIONS:

1. The lot to be retained be appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate north 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. If required, the owners enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township.
4. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owners' expense, to the satisfaction of the Township of East Zorra-Tavistock.
5. The Owners shall provide an As-Built Survey for the lot to be retained showing the dimensioned location of all buildings, wells, and septic components on the lands, to the satisfaction of the Township of East Zorra-Tavistock.
6. 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.
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.

B25-34-8 – Irtaza Inayat, Namrah & Saad Tariq
(Pt Lt 1C, Plan 216, City of Woodstock)

Irtaza Inayat, the owner, was present to speak to the application.

H. St. Clair presented the Staff report. The purpose of this application is to sever the subject property to create one lot and retain one lot to facilitate the construction of one new single detached dwelling on the lot to be severed and retained. It is proposed that the existing single detached dwelling on the subject lands will be removed.

An application for zone change has also been received to re-zone the subject property from 'Residential Type 1 Zone (R1)' to 'Residential Type 2 Zone (R2)' to permit the construction of two single detached residential dwellings with ARUs.

The subject land is described as Part of Lot 1C Plan 216 as in 240766 and is located on the west side of Huron Street, south of Devonshire Avenue in the City of Woodstock and is municipally known as 355 Huron Street in Woodstock.

A Zone change application was approved by the City of Woodstock Council at their meeting on August 14, 2025 and will come into effect on September 7, 2025 pending no appeals.

No comments of concern were received from the agencies circulated.

Comments were received from members of the public and noted as late correspondence. These comments outlined concerns with the proposed density and the impacts that this may have with traffic, as well indicating that the proposal would be considered out of character with the neighborhood. It was noted that the City of Woodstock Council passed a resolution at their meeting on August 14th, 2025 to support the requested severance.

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

I. Inayat had no comments or concerns and understood and accepted all noted conditions.

In response to A. Tenhove, G. Brumby noted that no one present online was there to speak to this application.

In response to L. Martin, H. St. Clair noted that essentially, we're looking to ensure that the lots meet the minimum standards of the Zoning by-law which in this case they do for a single detached dwelling. This by-law does allow for additional residential units essentially anywhere that a single detached dwelling is permitted provided that they comply with certain development standards like the provision of parking, setbacks, etc. The City's building department will review any future applications for additional residential units and then issue those permits accordingly.

The Committee had no further comments or questions.

B25-34-8

Moved by: D. Matheson
Seconded by: D. Paron

'Granted'

CONDITIONS:

1. The Owners shall provide confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or easements created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The Owners shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owners shall submit a recent survey prepared by an Ontario Land Surveyor to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
4. The Owners shall enter into a severance agreement with the City of Woodstock as set forth in the City of Woodstock Bylaw No. 5266-76, and amendments thereto, to the satisfaction of the City of Woodstock.
5. The Owners agree to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water and sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. Both properties must be serviced with water and sanitary services independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
6. A 3 m road widening shall be provided to the County of Oxford on both the severed and retained lands, free and clear of all costs, liens, easements and other encumbrances, to the satisfaction of the County of Oxford Public Works Department.
7. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
8. That the lands be appropriately zoned.
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. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

CARRIED.

B25-33-6 – 1001124559 Ontario Inc.
(Pt Lt 5-6, Blk 20, Plan 279, Town of Ingersoll)

Raymond Allain, the owner, was present to speak to the application.

H. St. Clair presented the Staff report. The County of Oxford Land Division Committee has received an application for consent to facilitate the creation of one new lot for residential purposes, and the retention of a lot for similar use (containing an existing single detached dwelling).

It is proposed that the lot to be severed will be 490 m² (5,274.5 ft²) in size, with 12.19 m (39.9 ft) of frontage on Whiting Street and a depth of 39.96 m (131.1 ft). The lot to be severed is currently vacant, save an existing deck encroachment from lot to be retained, which will be removed. It is proposed that the lot to be retained will be 495 m² (5,328.31 ft²) in size, and also proposes a frontage of 12.19 m (39.9 ft) on Whiting Street and a depth of 40.87 m (134.1 ft). The lot to be retained contains an existing single detached dwelling, as well as two existing detached residential accessory buildings.

The subject lands are located on the east side of Whiting Street, lying between King Street West and Fredrick Street and are municipally known as 125 Whiting Street in the Town of Ingersoll.

No comments of concern were received from the agencies circulated or members of the public.

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

R. Allain commented that the existing side deck has already been removed. He had no questions or concerns and understood and accepted all noted conditions.

The Committee had no comments or questions.

B25-33-6

Moved by: C. Van Haastert
Seconded by: A. Tenhove

'Granted'

CONDITIONS:

1. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding the installation of water and sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. This condition requires that the property must be serviced (water and sanitary) independently and any/all services crossing the property line shall be disconnected, to the satisfaction of the County of Oxford Public Works Department.
2. Confirmation shall be provided that the wooden deck, accessory to the existing single detached dwelling, has been removed or reduced in size such that all setbacks of the Town of Ingersoll Zoning By-law can be achieved, to the satisfaction of the Town of Ingersoll Building Department.
3. The Owner shall submit a lot grading and drainage plan, prepared by an Ontario Land Surveyor or Professional Engineer to the satisfaction of the Town of Ingersoll.
4. The Owner shall submit a servicing plan and provide confirmation of the location of any existing overhead or underground services installed to the retained and severed 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. The Owner shall submit a recent survey to confirm lot sizes and, if applicable, building/structure setbacks, to the satisfaction of the Town of Ingersoll.
6. 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.
7. Any existing buildings/structures on the severed and retained lands be removed, subject to Building Permits for Demolition, to the satisfaction of the Town of Ingersoll.
8. The Owner shall provide a cash-in-lieu of parkland dedication, to the satisfaction of the Town of Ingersoll.
9. If required, the Owner shall enter into a severance agreement with the Town of Ingersoll and the Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial and otherwise, have been complied with.
10. 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.

B25-35-6 – Michelle Kirwin & James Neely
(Pt Lt 99, Lt 100, Plan 301, Town of Ingersoll)

Michelle Kirwin, the owner, was present to speak to the application.
Geoff Johnston was present online to speak to the application.
Laura Carter was present online to speak to the application.

H. St. Clair presented the Staff report. The County of Oxford Land Division Committee has received an application for consent to facilitate the creation of one new lot for residential purposes, and the retention of a lot for similar use in the Town of Ingersoll.

It is proposed that both the lot to be severed and the lot to be retained will be 303.8 m² (3,270.4 ft²) in size, with 9.1 m (30 ft) of frontage on Kensington Avenue and a depth of 33.1 m (108.7 ft). The subject lands currently contain a single detached dwelling, which is proposed to be removed and replaced with two new semi-detached dwellings (one per lot).

The subject lands are located on the west side of Kensington Avenue, lying between Clarence Avenue and North Town Line and are municipally known as 273 Kensington Avenue, in the Town of Ingersoll.

No comments of concern were received from the agencies circulated.

One letter of objection from a member of the public was received. It indicated that they would rather see the subject lands developed for a single detached dwelling. The letter stated that the subject lands as they currently exist, would not be wide enough to accommodate two semi-detached dwellings without crowding the homes on either side and would result in tight parking and reduced yard space. It also outlined concerns with respect to the removal of trees and the proposal being out of character with the existing neighborhood.

H. St. Clair noted that the subject lands do currently allow for the development of the proposed semi-detached dwelling units as they meet the development requirements for the 'R2' Zone for two semi-detached units. The application today has been requested to facilitate the splitting of the subject lands so that both of these units can be separately transferred and held under separate ownership. As noted, the lands do meet the minimum requirements with respect to lot area, frontage and depth for the development of two semi-detached dwelling units. The Building Department would be able to issue a permit today for those two units. With respect to the character of the existing neighborhood, there are a variety of dwelling types along Kensington Ave consisting of single and semi-detached dwellings with the majority being semi-detached dwellings. Tree removal on private property is not regulated by the Town or the County who have no authority to regulate it if they are not identified as significant or as part of the Woodlands Conservation By-law.

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

M. Kirwin noted that she appreciates the neighbors concerns with her proposal. She stated that she intends to keep the red maple tree in the backyard and will be donating the blue spruce and perennials. She noted that she is a real estate agent and grew up in the area and wants to build something nice that will fit the neighborhood. She had no further comments and understood and accepted all noted conditions.

In response to G. Brumby, H. St. Clair noted that the intention for the application is to build a single building containing two units split down the middle.

M. Kirwin stated that her intention for the semi-detached units is to sell them noting that it will be easier to sell to two people wanting to buy one unit each than one person for the two units.

G. Johnston stated that he had concerns that the application was for four individual residences, not just the two. He indicated that he was much happier after the clarification.

L. Carter expressed concerns about the existing dwelling having asbestos and whether or not the necessary precautions will be taken during its demolition.

M. Kirwin noted that she is aware of the asbestos in the home and will be hiring a third-party demolition company that will be aware of that as well to ensure that it is remedied properly.

L. Martin commented that he is happy for the clarification regarding the number of units because there is often confusion when dealing with duplexes.

The Committee had no further comments or questions.

B25-35-6

Moved by: A. Tenhove
Seconded by: L. Martin

'Granted'

CONDITIONS:

1. The Owners agree to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding the installation of water and sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. This condition requires that the property

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- must be serviced (water and sanitary) independently and any/all services crossing the property line shall be disconnected, to the satisfaction of the County of Oxford Public Works Department.
2. Confirmation shall be provided that the existing dwelling and any associated accessory buildings on the subject lands have been removed, to the satisfaction of the Town of Ingersoll Building Department.
 3. The Owners shall submit a lot grading and drainage plan, prepared by an Ontario Land Surveyor or Professional Engineer to the satisfaction of the Town of Ingersoll.
 4. The Owners shall submit a servicing plan and provide confirmation of the location of any existing overhead or underground services installed to the retained and severed 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. The Owners shall submit a recent survey to confirm lot sizes and, if applicable, building/structure setbacks, to the satisfaction of the Town of Ingersoll.
 6. 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.
 7. The Owners shall provide a cash-in-lieu of parkland dedication, to the satisfaction of the Town of Ingersoll.
 8. If required, the owner shall enter into a severance agreement with the Town of Ingersoll and the Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial 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.

CARRIED.

On the motion of A.Tenhove the Land Division Committee meeting adjourned at 10:51am.

"Original Signed by"

CHAIRPERSON