

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

Thursday, March 5, 2020

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, on Thursday, March 5, 2020 at 9:00 a.m. with the following individuals:

Chair	-	G. Brumby
	-	R. Jull
	-	J. Lessif
	-	D. Paron
	-	P. Rigby
	-	A. Tenhove
	-	C. van Haastert
Senior Planner	-	R. Versteegen
Secretary-Treasurer	-	L. Taschner

The meeting was called to order at 9:00 a.m.

DECLARATIONS OF CONFLICT OF INTEREST:

P. Rigby declared a conflict of interest for Application B19-92-3 (2717826 Ontario Inc.).

APPROVAL OF MINUTES:

Moved by: J. Lessif  
Seconded by: C. Van Haastert

*"The Minutes of the Meeting of January 23, 2020, be approved as printed and circulated."*

CARRIED.

BUSINESS ARISING FROM MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

A letter of concern was received from Emma Sherren dated February 20, 2020, regarding Application B20-20-1 (980381 Ontario Inc.)

APPLICATIONS FOR CONSENT:

B19-61-8 – 1441180 Ontario Inc. (Lots 8 & 9, Block V, Plan 49, City of Woodstock)

Mark Burke, of Royal LePage Triland Realty, was in attendance, on behalf of the owner. He briefly explained the application and indicated that the applicant wishes to construction two 4-plexes on the property.

The purpose of the application for consent is to create a vacant lot for a multiple attached dwelling (four plex) and retain a lot for similar purposes. The lot to be severed comprises approximately 686 m<sup>2</sup> (7,384 ft<sup>2</sup>), while the lot to be retained comprises approximately 518 m<sup>2</sup> (5,575 ft<sup>2</sup>). The lot to be severed is currently occupied by a recently constructed semi-detached dwelling, while the lot to be retained is currently vacant of any buildings/structures.

R. Versteegen reviewed the staff Planning Report. He indicated that the severed and retained lots were once separate holdings, however, merged in ownership. The owner is now requesting to re-align the lots from east/west to north/south. The application is consistent with the 2014 Provincial Policy Statement and complies with the Official Plan policies. A re-zoning will be necessary to recognize the use of the subject property. No concerns were received as a result of the agency circulation. He indicated that City trees have been removed, so replacement or payment for those trees will be required. In response to the neighbour to the east, the owner has confirmed that a fence will be erected between the two properties. Planning staff recommend approval of the application, subject to the conditions outlined in the staff Planning Report.

M. Burke stated that he concurs with the findings and conditions of the staff Planning Report.

In response to a Committee member's question regarding parking, M. Burke stated that there will be one parking space per unit, resulting in ample parking on the property.

In response to a Committee member, R. Versteegen pointed out that the City's Parks Department will determine the appropriate number, type and location of the replacement trees.

In response to a Committee member, M. Burke pointed out that the proposed 4-plex on the severed lot will be the same as the current 4-plex situated on the retained lot.

Moved by: A. Tenhove  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lots to be severed and retained be appropriately zoned.
2. The Owner provides 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. Any proposed easements shall be reviewed by the City of Woodstock.
3. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and County of Oxford Public Works Department, regarding the installation of services and drainage facilities.
4. The Owner shall submit a recent survey to confirm lot sizes to the satisfaction of the City of Woodstock.
5. The Owner shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-law No. 5266-76, and amendments thereto. The Agreement will be registered on title by the owner.
6. The Owner shall agree, in writing, to provide compensation for any trees that have been removed or are proposed to be removed, and if required, submit a tree replacement plan, to the satisfaction of the City of Woodstock.
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.

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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 one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

**REASONS:**

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B19-97-8 – David & Connie Yensen (Part Lots 12 & 13, Plan 52, City of Woodstock)  
B19-98-8; A19-17-8 – Daniel Illes (Part Lots 12 & 13, Plan 52, City of Woodstock)

Dan Illes was in attendance to present the applications. He briefly explained the purpose of the proposals.

The purpose of Application B19-97-8 is for a residential lot addition. The lot to be severed comprises approximately 302 m<sup>2</sup> (3,250.7 ft<sup>2</sup>), is currently occupied by an existing shed (proposed to be removed), and is to be added to the existing residential lot to the immediate north. The lot to be enlarged comprises approximately 501 m<sup>2</sup> (5,392.7 ft<sup>2</sup>) and is currently occupied by an existing single-detached dwelling and shed. The lot to be retained comprises approximately 593m<sup>2</sup> (6,383 ft<sup>2</sup>) and is currently occupied by an existing duplex and shed.

The purpose of the Application B19-98-8 is to create a vacant residential lot for the purpose of a semi-detached dwelling. The lot to be severed comprises approximately 502 m<sup>2</sup> (5,403.5 ft<sup>2</sup>) and is currently occupied by an existing shed that is proposed to be removed. The lot to be retained comprises approximately 301 m<sup>2</sup> (3,240 ft<sup>2</sup>) and is currently occupied by an existing single-detached dwelling and shed. A semi-detached dwelling is proposed to be constructed on the lot to be severed and a subsequent consent application will be required to split the proposed dwelling. The owner has also applied for Partial Discharge of Mortgage.

Minor variances are also required, in conjunction with Application B19-98-8, from Section 7.2, Table 7.2 – Zone Provisions, to reduce the minimum required lot area of a semi-detached dwelling from 580 m<sup>2</sup> (6,243 ft<sup>2</sup>) to 500 m<sup>2</sup> (5,381 ft<sup>2</sup>) or 247 m<sup>2</sup> (2,658.6ft<sup>2</sup>) on one side and 253 m<sup>2</sup> (2,723.2 ft<sup>2</sup>) on the other; to reduce the minimum frontage from 18 m (59 ft) to 16 m (52.5 ft) or 8 m (26.2 ft) per side, to permit a semi-detached dwelling on the lot to be severed; and reduce the minimum required lot depth of the lot to be retained from 28 m (91.8 ft) to 22 m (72.1 ft) to facilitate the creation of a new residential building lot in the City of Woodstock Zoning By-law No. 8626-10.

R. Versteegen reviewed the staff Report. He explained that Application B19-97-8 is for a lot addition to merge two residential lots. Once merged together, Application B19-98-8 proposes to create a residential building lot. The existing structure on the lot to be severed by B19-97-8 will need to be removed. The two applications are consistent with the 2014 Provincial Policy Statement and comply with the Official Plan policies. Minor Variances from the lot area and lot depth provisions for both the severed and retained lots have been requested in conjunction with Application B19-98-8, otherwise the lot confirms to the R2 Zone Provisions of the Woodstock Zoning By-law. No concerns were received as a result of the agency circulation and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the applications, subject to the conditions for each application as set out in the staff Planning Report.

D. Illes concurred with the findings and suggested conditions of the staff Planning Report for both applications.

B19-97-8

Moved by: P. Rigby  
Seconded by: A. Tenhove

*'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 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. The Owners shall provide a recent survey confirming lot sizes and building setbacks, to the satisfaction of the City of Woodstock Engineering Department.
4. The Owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and County of Oxford Public Works Department, regarding the installation of services and drainage facilities.
5. 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.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B19-98-8

CONDITIONS:

1. The certificate for Application B19-97-8 be issued and a copy of the registered deed be presented to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate for Application B19-98-8.

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2. The Owners shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-law No. 5266-76, and amendments thereto. The Agreement will be registered on title by the owner.
  3. The Owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and County of Oxford Public Works Department, regarding the installation of services and drainage facilities.
  4. 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.
  5. The Owners shall provide a recent survey confirming lot sizes and building setbacks, to the satisfaction of the City of Woodstock Engineering Department.
  6. The Owners shall remove the existing shed that is located on the lot to be severed, to the satisfaction of the City of Woodstock Engineering 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. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

A19-17-8

REASONS:

1. The variances requested are minor variance from the provisions of the City of Woodstock Zoning By-law No. 8626-10.
2. The variances requested are desirable for the appropriate development or use of the land, building or structure.
3. The variances requested are in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variances requested are in keeping with the general intent and purpose of the City of Woodstock Zoning By-law No. 8626-10.

CARRIED.

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B19-84-6 – Leslie & Carolyn McGaw (Lots 1, 2 & 4, Plan 279, Town of Ingersoll)

Leslie McGaw, together with Peter Poort, of 161 Bond Street, Ingersoll ON N5C 1C2, were in attendance. L. McGaw presented the application to the Committee.

The purpose of the Application for Consent is to create a residential infill lot. The lot to be severed will cover an area of approximately 415 sq. m (4,467.2 sq. ft.) and contains an existing barn which is to be demolished. The lot to be retained will cover an area of approximately 1,344 sq. m (14,467.2 sq. ft.), and contains an existing single detached dwelling and an detached garage that is to remain. A single detached dwelling is proposed to be constructed on the lot to be severed.

R. Versteegen reviewed the staff Planning Report. He indicated that the proposal is to create a residential infill lot. The existing accessory structure is to be removed from the lot to be severed, and a new single detached dwelling is proposed to be constructed. The proposal is consistent with the 2014 Provincial Policy Statement, complies with the Official Plan policies and conforms to the Town of Ingersoll Zoning By-law. No concerns were received as a result of the agency circulations, and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the application subject to the conditions outlined in the staff Planning Report.

L. McGaw stated that he concurred with the findings and suggested conditions of the staff Planning Report.

In response to a Committee member, L. McGaw pointed out that the existing barn on the lot to be severed housed two horses in the past but now no longer houses livestock and is used for storage purposes.

Moved by: J. Lessif  
Seconded by: A. Tenhove

*'Granted'*

CONDITIONS:

1. 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. This condition can be cleared by payment for the required services and completion of appropriate forms prior to the completion of the severance to the satisfaction of the County of Oxford Public Works Department.
2. The existing accessory building on the lot to be severed shall be removed, subject to a Building Permit for Demolition, to the satisfaction of the Town of Ingersoll.
3. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities. This shall include a grading deposit of \$5,000 along with the required cash-in-lieu of parkland payment (\$649) to the Town.
4. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Ingersoll have been complied with.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

CARRIED.

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B19-93-8 – Brian & Valerie Chambers (Part of Block 5, Plan 41M-72, City of Woodstock)

Duane Wallet, the owner's agent, was in attendance to speak to the application. He explained that the additional lands are required by his business to enable trucks to access the bay doors.

The purpose of the Application for Consent is for an industrial lot addition. The lot to be severed comprises approximately 142 m<sup>2</sup> (1,540 ft<sup>2</sup>), is currently vacant of any buildings/structures, and is proposed to be added to the industrial property to the immediate west. The lot to be enlarged comprises approximately 1,900 m<sup>2</sup> (20,460 ft<sup>2</sup>) and is currently occupied by a truck and trailer repair shop. The lot to be retained comprises approximately 1,757 m<sup>2</sup> (18,920 ft<sup>2</sup>) and is currently occupied by Lloyd's Electric.

R. Versteegen explained the reason for the severance is to provide additional lands to the property to the immediate west to provide additional truck turning radius. There is a mix of uses in the vicinity, including both industrial and institutional uses. The application is consistent with the 2014 Provincial Policy Statement, complies with the Official Plan policies and conforms to the City of Woodstock Zoning By-law. No concerns were raised during the agency circulation, and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the application, subject to the conditions set out in the staff Planning Report.

D. Wallet concurred with the findings and suggested conditions in the staff Planning Report.

In response to a Committee member, D. Wallett confirmed that there is already a fence between the two properties and will remain there.

Moved by: C. Van Haastert  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate west 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.
2. The Owner provides 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. Any proposed easements shall be reviewed by the City of Woodstock.
3. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
4. The Owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
5. 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.

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6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B19-94-1 – 2498298 Ontario Inc. (Lots 82-87, 95-98 & 107, 108, Part Lot 99, Plan 99, Township of Blandford-Blenheim, formerly Village of Princeton)

Jesse Moesker, of Brantwood Services Ltd., the applicant, was in attendance to present the application. Also in attendance was George Geerlinks, 504875 Old Stage Road, R. R. #4, Woodstock ON N4S 7V8. J. Moesker indicated that the severance is to sever lots from the former Princeton school property for a residential lot.

The purpose of the Application for Consent is to create a vacant lot for a single detached dwelling, and retain lands for future development purposes, in the Village of Princeton. The lot to be severed comprises approximately 0.4 ha (1 ac), while the lot to be retained comprises approximately 2.3 ha (5.8 ac). Both lots are currently vacant of any buildings or structures. A single-detached dwelling is proposed to be constructed on the lot to be severed. The applicant is also proposing to establish an easement over the lot to be severed in favour of the Township, for servicing purposes (storm sewer).

R. Versteegen reviewed the staff Report. He indicated that both the severed and retained lots are vacant. The retained lot is proposed for future residential development. An easement is proposed over the severed lot in favour of the Township for storm sewer purposes. The property is currently serviced by municipal water and a private septic system. The application is consistent with the 2014 Provincial Policy Statement and complies with the Official Plan policies. A zone change is necessary to rezone the severed lot to Residential Type 1 (R1) and the retained lot to Development (D) to reflect that development will take place in the future when the plan of subdivision is submitted. No concerns were received as a result of the agency circulation. Planning staff recommend approval of the application, subject to the conditions outlined in the staff Planning Report. An area resident provided comments suggesting that the lot area of the severed lot is too large. R. Versteegen pointed out that the reason for the size of the severed lot is due to the fact that additional lands are required for private septic servicing.

In response to a Committee member's concern, R. Versteegen explained that Emma Street will have enough area for emergency vehicles to enter, exit and to turn around.

Moved by: P. Rigby  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lots to be severed and retained be appropriately zoned.

2. A draft copy of the reference plan and Easement Agreement for servicing over the lot to be severed, in favour of the Township of Blandford-Blenheim, shall be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate, and the said Agreement shall be registered on title.
3. The County Public Works Department shall advise the Secretary-Treasurer of the County Land Division Committee that all financial requirements of the County with respect to provision of water service to the lot to be severed has been complied with. This condition can be cleared by payment for the required services or entering into a severance agreement with the Township of Blandford-Blenheim. In order to clear this condition, a copy of the draft Severance Agreement must be provided to the satisfaction of the County Public Works Department.
4. If required, the Owners shall enter into a standard Severance Agreement with the Township of Blandford-Blenheim, to the satisfaction of the Township of Blandford-Blenheim.
5. If required, drainage assessment re-apportionment 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 Blandford-Blenheim.
6. The Clerk of the Township of Blandford-Blenheim advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial 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 one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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P. Rigby declared a conflict of interest for the following application and left the proceedings.

B19-92-3 – 2717826 Ontario Inc. (Part Lot 25, Concession 2, Township of Norwich, formerly Township of North Norwich)

I. Heikoop of Holbrook Aggregates Inc., the applicant, was in attendance to present the application. I. Heikoop explained that currently access to their property is via a right-of-way from Salford Road on the east side of the proposed retained lot. They are looking to move their existing driveway entrance from the east to the west, and would prefer to own the driveway rather than have a right-of-way.

The purpose of the Application for Consent is for an aggregate lot addition. The lot to be severed will be approximately 8,903 m<sup>2</sup> (2.2 ac) in size, with approximately 22.9 m (75 ft) of frontage along Salford Road, and will be added to the lot to the immediate south, which is currently 30.3 ha (75 ac) in size and contains an existing aggregate pit and an inactive asphalt plant. The lot to be retained will be approximately 8.9 ha (22 ac) in size, with approximately 166.14 m (545 ft) of frontage along Salford Road. The lot to be retained contains an existing agricultural cash crop

operation with two existing agricultural buildings and an accessory single detached dwelling. The lot to be retained also contains an existing parking area and the existing driveway access to the aggregate use to the south. The proposed lot addition has been requested to relocate the existing driveway to provide road access to the existing aggregate operation to the south, which currently does not have frontage on Salford Road. The owner has also applied for Partial Discharge of Mortgage.

R. Versteegen reviewed the staff Planning Report. He pointed out that the enlarged lot is an active gravel pit. The application is consistent with the 2014 Provincial Policy Statement, complies with the Official Plan policies, and that currently there are two zones on the subject property. There will be no requirement to consolidate those two zones into one. No concerns were received as a result of the agency circulation and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the application, subject to the conditions set out in the staff Planning Report.

I. Heikoop concurred with the findings and suggested conditions of the staff Planning Report.

In response to a Committee member noting that the sign was not visible, the remaining Committee members noted that there was a visible sign on the property.

Moved by: R. Jull  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate 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.
2. If required, a drainage reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of Norwich.
3. If required, a road widening of 5 m (16.4 ft) along the frontage of Salford Road (County Road 46) for the lots to be severed and retained be dedicated to the County of Oxford, free of all costs and encumbrances, to the satisfaction of the County Director of Public Works.
4. The Clerk of the Township of Norwich advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

CARRIED.

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P. Rigby returned to the proceedings.

B19-100-8 – PICI Investments Incorporated (Lot 1 & Part Lots 4, 5 & 6, Plan 108, City of Woodstock)

Rebecca Cudjoe of PICI Investments Inc., was in attendance to present the application. She indicated that they wish to separate two lots that inadvertently merged under the Planning Act. The severed lot is residential consisting of a single detached dwelling, while the retained lot is commercial, and is the site of the former Pizza Hut Restaurant.

The purpose of the application for consent is to separate a residential lot that inadvertently merged with an adjacent commercial lot when the two parcels were put into identical ownership. The lot to be severed will cover an area of approximately 466.6 m<sup>2</sup> (5,022.6 ft<sup>2</sup>) and contains an existing single detached dwelling. The lot to be retained will cover an area of approximately 4197.8 m<sup>2</sup> (45,184.7 ft<sup>2</sup>) and contains an existing commercial building.

R. Versteegen reviewed the staff Planning Report. He pointed that there is a mix of commercial and residential lots in the area. The property is recognized as Low Density Residential/Service Commercial in the Official Plan. The application is consistent with the 2014 Provincial Policy Statement, complies with the Official Plan policies and conforms to the City of Woodstock Zoning By-law. No concerns were raised as a result of the agency circulation and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the application, subject to the conditions set out in the staff Planning Report.

R. Cudjoe concurred with the findings and suggested conditions of the staff Planning Report.

Moved by: J. Lessif  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
2. The Owner provides 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. Any proposed easements shall be reviewed by the City of Woodstock.
3. The Owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock.
4. 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.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

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REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B19-58-6 – Daniel C. Parrow & Roni DeGraaf (Lot 1 & Part Lot 2, Block 107, Plan 279, Town of Ingersoll)

Roni DeGraaf, of 40 Princess Park Road, Ingersoll ON N5C 1X8, was in attendance to present the application. She briefly explained her application to the Committee.

The purpose of the Application for Consent is to create a residential infill lot that is to front onto the north side of Metcalfe Street. The proposed lot to be severed is to cover an area of approximately 590.9 m<sup>2</sup> (6,360.4 ft<sup>2</sup>) and contains an accessory structure (to be removed). A single detached dwelling is proposed to be constructed on the lot. The proposed lot to be retained is to cover an area of approximately 458.4 m<sup>2</sup> (4,924.2 ft<sup>2</sup>), contains an existing single detached dwelling, an attached carport and an accessory shed, and will continue to be used for residential purposes.

R. Versteegen reviewed the staff Planning Report. He noted the severance is to create a residential infill lot. Two accessory buildings on the lot to be severed are to be removed. The lots are on full municipal services. The application is consistent with the 2014 Provincial Policy Statement, complies with the Official Plan policies and conforms to the Residential Type 2 (R2) Zone in the Town of Ingersoll Zoning By-law. No concerns were raised during the agency circulation, and no comments were received resulting from the public notification to the neighbours. There is an historical encroachment of a shed, fence and sunroom addition to the house on the retained lot. He noted that the owners will be required to enter into an Encroachment Agreement with the Town of Ingersoll. Planning staff recommend approval of the application, subject to the conditions set out in the staff Planning Report.

R. DeGraaf concurred with the findings and suggested conditions of the staff Planning Report.

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

*'Granted'*

CONDITIONS:

1. 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. This condition can be cleared by payment for the required services and completion of appropriate forms prior to the completion of the severance to the satisfaction of the County of Oxford Public Works Department.
2. The owners enter into an encroachment agreement to cover any encroachments onto Town owned lands, to the satisfaction of the Town of Ingersoll.
3. The existing accessory buildings (2) on the lot to be severed be removed, subject to Building Permits for Demolition, to the satisfaction of the Town of Ingersoll.
4. The existing access to Mutual Street on the lot to be retained be removed, to the satisfaction of the Town of Ingersoll.

5. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities. This shall include a grading deposit of \$5,000 along with the required cash-in-lieu of parkland payment (\$649.00) to the Town
6. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Ingersoll 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 one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B19-99-3 – Darcy & Rebecca Ryksen (Part Lot 15, Concession 1, Township of Norwich, formerly Township of North Norwich)

Darcy Ryksen was in attendance to present the application. He explained that he wishes to extend the rear of his property for added amenity space.

The purpose of the Applications for Consent and Easement is for a residential lot addition in the Village of Burgessville. The lot to be severed will cover an area of approximately 2,023 m<sup>2</sup> (0.5 ac) and is to be added to the residential lot to the immediate south, municipally known as 648 Main Street North. The lot to be enlarged is approximately 2,881.1 m<sup>2</sup> (0.7 ac) in size and contains an existing single detached dwelling with an existing easement which provides access across the northern portion of 648 Main Street North to the subject lands to the west. The lot to be severed is currently vacant and occupied by an existing woodland. The lot to be retained is approximately 15.73 ha (37.98 ac) in size and is currently vacant and in agricultural production. The owners are proposing to extend the existing easement along the northern portion of the lot to be severed to allow for continued access to the subject lands. The owners have also applied for a partial discharge of mortgage.

R. Versteegen reviewed the staff Planning Report and indicated that the application proposes a residential lot addition. An existing easement which exists between the enlarged lot and the current lots to be severed and retained is to be extended onto that part of the severed lot as well. The lot to be severed is located within the settlement area in the County Official Plan. However, the lot to be retained is outside of the settlement area and is zoned General Agricultural (A2). The application is consistent with the 2014 Provincial Policy Statement, and complies with the Official Plan policies. A rezoning will be required for the lot to be severed. The lands comprising the lots to be severed and retained are part of former railway lands. A Record of Site Condition for contamination will be required if the owner wishes to construct any buildings on those lands. No concerns were raised as a result of the agency circulation and no comments were received resulting from the public notification to the neighbours. Planning staff recommend approval of the application, subject to the conditions outlined in the staff Planning Report.

D. Ryksen concurred with the findings and suggested conditions of the staff Planning Report. He noted that the severance results in a larger backyard for the new owners.

In response to a Committee member, D. Ryksen stated that the bush lot will remain.

Moved by: R. Jull  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lot to be severed be appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east and consolidated with said owners existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) and (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. If required, the applicant shall enter into a standard Severance Agreement with the Township of Norwich, to the Satisfaction of the Township of Norwich.
4. The Clerk of the Township of Norwich advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy 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.

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B20-20-1 – 980381 Ontario Inc. (Part Lot 12, Concession 7, Township of Blandford-Blenheim, formerly Township of Blenheim)

J. R. Taylor, 6 Jarvis Street, Drumbo ON N0J 1G0, the owner, together with the applicant, Walter Broos, were in attendance. W. Broos presented the application. W. Broos pointed out that an identical application was considered by the Land Division Committee on January 23, 2020. It was determined that some of the neighbours were not properly notified of the Committee's meeting. Therefore, he has submitted a new application to be considered by the Committee.

The purpose of the Application for Consent is to create a parcel of land for future residential development purposes, in the Village of Drumbo. The lot to be severed will cover an area of approximately 14.5 ha (38.5 ac), and is currently vacant. The lot to be retained will cover an area of approximately 14.5 ha (38.5 ac), is in agricultural production and contains three barns, a garage, and two accessory single-detached dwellings. The applicant is also proposing to establish a blanket easement for access purposes over the lot to be severed, in favour of the lot to be retained.

A previous Application for Consent (B19-82-1) was approved by the County of Oxford Land Division Committee on January 23, 2020. However, it was determined that the public notice for the proposed consent was not given in accordance with the requirements of the Planning Act and as such, the Committee's decision is not valid. As a result, the subject application is required to reconsider the matter and ensure that the public notice provisions of the Planning Act are being upheld

R. Versteegen reviewed the staff report and indicated that an identical application, B19-82-1, was considered and approved by the Committee at its meeting of January 23, 2020. At the time of sending the Public Notice for the zone change, it was determined that a number of area residents did not receive proper notification of the severance public meeting. Therefore, the decision for B19-82-1 is considered invalid, resulting in a new application before the Committee. The current application is consistent with the 2014 Provincial Policy Statement and complies with the Official Plan policies. A rezoning of the lot to be severed to Development (D) and the lot to be retained to special General Agricultural (A2-special) will be required. Late correspondence received from Emma Sherren regarding the drainage on the subject property will be dealt with in the future when the subdivision is considered. Planning staff recommend approval of the application subject to the conditions as set out in the staff Planning Report.

W. Broos concurred with the findings and suggested conditions of the staff Planning Report.

A Committee member confirmed that that the letter received from E. Sherren should be directed to the Township of Blandford-Blenheim.

Moved by: A. Tenhove  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lots to be severed and retained be appropriately zoned.
2. A draft copy of the reference plan and Easement Agreement for access over the lot to be severed, in favour of the lot to be retained, shall be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate, and the said Agreement shall be registered on title.
3. If required, the Owner shall enter into a standard Severance Agreement(s) with the Township of Blandford-Blenheim, to the satisfaction of the Township of Blandford-Blenheim.
4. If required, drainage assessment re-apportionment 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 Blandford-Blenheim.
5. The Clerk of the Township of Blandford-Blenheim advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within one year of the mailing of this Notice of Decision. If all conditions are not met within one year, 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 one year from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within one year, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2014 Provincial Policy Statement.

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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.

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On the motion of A. Tenhove, the Committee meeting adjourned at 10:45 a.m.

*"Original Signed By"*

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CHAIRMAN