

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

VIRTUAL HEARING

Thursday, April 7, 2022

The Oxford County Land Division Committee met virtually via livestream on Thursday, April 7, 2022 at 9:30 a.m. with the following individuals:

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

The meeting was called to order at 9:30 a.m.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

Moved by: P. Rigby  
Seconded by: D. Paron

*"The Minutes of the Meeting of March 3, 2022, morning session be approved as printed and circulated."*

CARRIED.

Moved by: R. Jull  
Seconded by: D. Paron

*"The Minutes of the Meeting of March 3, 2022, afternoon session be approved as printed and circulated."*

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

CORRESPONDENCE:

1. Correspondence dated March 30, 2022 received from Giovanni & Darlene Franchetto  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounstevan)
2. Correspondence dated March 31, 2022 received from Sarah and Jeremy Roulston  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounstevan)
3. Correspondence dated April 1, 2022 received from Dorothy and Andrew Longridge  
RE: Application B21-112-4 (Willowbrook Farms Inc.)

4. Correspondence dated April 3, 2022 received from Wade & Alison Faubert  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
5. Correspondence dated April 3, 2022 received from Jen & Mike Phillips  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
6. Correspondence dated April 3, 2022 received from Ruth Selinger  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
7. Correspondence dated April 3, 2022 received from Ruth Selinger & Sarah Roulston  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
8. Correspondence dated April 3, 2022 received from Jerry McGinnis  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
9. Correspondence dated April 4, 2022 received from Craig Boddy  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
10. Correspondence dated April 5, 2022 received from Jill Beemer  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
11. Correspondence dated April 5, 2022 received from Rebecca Jansen  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
12. Correspondence dated April 5, 2022 received from Dawn MacDonald  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
13. Correspondence dated April 6, 2022 received from Jon & Michelle Hutcheson  
RE: Application B21-120-6; A21-36-6 (Valarie and Wesley Mounsteven)
14. Correspondence dated April 6, 2022 received from the Township of East Zorra-Tavistock  
RE: Application B21-109-2 (Joseph Nemeth)

APPLICATIONS FOR CONSENT:

B21-98-8 & B21-99-8; A21-32-8 – Paul & Nancy Chambers and Henry & Rina DeRoo  
(Part Lot 16, Plan 350, City of Woodstock)

The purpose of the application for consent by B21-98-8 is for a residential lot addition. The lot to be severed is approximately 228.3 m<sup>2</sup> in area, is currently vacant and is to be added to the existing residential lot to the immediate west. The lot to be enlarged is approximately 1,083.5 m<sup>2</sup> in area and is also vacant. The lot to be retained is approximately 1,418.8 m<sup>2</sup> in area and contains a single detached dwelling and detached garage.

The purpose of the application for consent by B21-99-8 is to create a residential lot for a single detached dwelling and retain a lot for the same purpose. The lot to be severed is approximately 634 m<sup>2</sup> in area and is currently vacant. The lot to be retained is approximately 677 m<sup>2</sup> in area and is also vacant. A single detached dwelling is proposed on each lot.

R. Versteegen reviewed the staff Planning Report. He explained that the application is proposing to create a residential infill lot to accommodate a single-detached dwelling on each of the severed and retained lots. He also indicated that the applicant is requesting an easement between the lots to be created for driveway/access purposes. He advised that the subject property is designated as Low Density Residential in the County Official Plan and zoned Residential Type 1 (R1) in the City of Woodstock Zoning By-law. He mentioned that the surrounding land uses include single-detached dwellings, and Oxford Gardens long term care facility to the west. The applicant has also requested a minor variance to reduce the frontage from the required 12 m to 11.3 m. In Planning staff's opinion the application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County's Official Plan policies and is appropriately zoned aside from the

requested minor variance. No concerns were received during the agency circulation and no comments were received as part of the public consultation. City of Woodstock Council considered this application at their meeting on March 14, 2022 and recommended approval of the application. Accordingly, Planning staff are in support of the applications, subject to a number of conditions.

B21-98-8

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

*'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 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.
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 remove any buildings or structures located on the severed parcel to the satisfaction of the City of Woodstock.
5. 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.
6. 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.
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 one year 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 2020 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.

B21-99-8

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

*'Granted'*

CONDITIONS:

1. The certificate for Application B21-98-8 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 B21-99-8.
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 Land Division Committee, by way of this condition, hereby approves a reciprocal access and servicing easement over both the severed and retained lots to the satisfaction of the City of Woodstock and the County of Oxford.
6. The Owners shall prepare a private agreement for the maintenance of the shared driveway between the severed and retained lands which details the responsibilities of the property owners and the agreement shall be reviewed by the City and registered on the title of the lands to the satisfaction of the City of Woodstock.
7. The Owners shall provide a recent survey confirming lot sizes and building setbacks, to the satisfaction of the City of Woodstock Engineering Department.
8. The owners agree in writing, to provide compensation for all tree removals by planting trees or providing cash in-lieu for the planting of trees to the satisfaction of the City of Woodstock's Parks Department. The Owners agree in writing, to protect all retained trees to the satisfaction of the City of Woodstock's Parks Department. All removals on this site must be approved by the City of Woodstock Parks Department prior to work commencing.
9. 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.
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 2020 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 the application.

A21-32-8

Moved by: C. van Haastert  
Seconded by: P. Rigby

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the City of Woodstock Zoning By-law No. 8626-10.
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 City of Woodstock Zoning By-law No. 8626-10.

CARRIED.

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B22-17-8 – Trevalli Homes Ltd.

(Lots 26 & 34, Plan 41M-367 & 41M-327, City of Woodstock)

The purpose of the application for consent is to facilitate a residential lot addition to correct a construction error. The lot to be severed is approximately 33.9 m<sup>2</sup> (111 ft<sup>2</sup>) in area and is currently vacant. The lot to be enlarged is approximately 571.7 m<sup>2</sup> (1,875 ft<sup>2</sup>) in area and contains a single-detached dwelling with attached garage and a swimming pool. The lot to be retained is approximately 569.1 m<sup>2</sup> (882 ft<sup>2</sup>) in area and contains a single-detached dwelling under construction.

R. Versteegen reviewed the staff Planning Report. He indicated that the subject property is designated as Low Density Residential in the County Official Plan, and is zoned Special Planned Unit Development Zone (PUD-1) in the City's Zoning By-law. He detailed that the lot addition is required due to a contractor's error whereby the construction of a portion of pool and patio were constructed on the neighboring property. The surrounding land uses include single-detached dwellings. He stated that in Planning staff's opinion the application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County Official Plan policies and is zoned appropriately. Agency comments received were supportive. City of Woodstock Engineering Department noted that the submitted grading plans for the surrounding lots will need to be updated to reflect the newly configured lot. No comments were received during public circulation. Accordingly, he indicated that Planning staff is in support of the application subject to a number of conditions.

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

*'Granted'*

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CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east 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. A 0.3 m (1 ft) x 0.3 m (1 ft) parcel of land from the lot to be enlarged (PIN # 00100-1200) be deeded to the City of Woodstock, free of any encumbrances and costs, 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 B22-17-8.
3. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and enlarged 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.
4. 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.
5. The owner shall agree, in writing, to provide revised lot grading plans for all properties that may be affected by this application, including 370, 538, 546 and 552 Masters Drive, to confirm all properties will maintain positive drainage. The revised grading plans shall identify as-built conditions and any alterations required to existing or proposed grading, all to the satisfaction of the City of Woodstock.
6. 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.
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 one year 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 2020 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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B21-114-7; A21-33-7, B21-115-7; A21-34-7 & B21-116-7 – 2455892 Ontario Ltd.  
(Part Block A, Plan 966, Parts 1 & 2 of 41R-9192, Town of Tillsonburg)

Andrew Gilvesy and Trevor Benjamins were in attendance to speak to the application.

The purpose of the Applications for Consent are to facilitate the severance of 3 street-fronting townhouse dwelling units, into 4 separately conveyable lots (including the retained lot). The proposed lot to be severed through application B21-114-7 will cover an approximate area of 288.39 m<sup>2</sup> (3,104 ft<sup>2</sup>). The proposed lot to be severed through application B21-115-7 will cover an approximate area of 285.5 m<sup>2</sup> (3,073 ft<sup>2</sup>). The proposed lot to be severed through application

B21-116-7 will cover an approximate area of 2,072.8 m<sup>2</sup> (22,311.4 ft<sup>2</sup>) each of the lots to be severed will contain one street fronting townhouse dwelling. The lot to be retained will have an area of 848 m<sup>2</sup> (9,127.8 ft<sup>2</sup>), and contains an end unit of a street- fronting townhouse dwelling.

The proposed minor variances are seeking relief from Section 8.2, R3 Zone Provisions, to reduce the required lot frontage for an interior unit street-fronting townhouse dwelling from 8 m (26.2 4 ft) to 6.1 m (20 ft), for the lots proposed to be created through B21-114-7 & B21-115-7. Relief is also sought from Section 8.2, R3 Zone Provisions, to reduce the required lot frontage for an end unit street-fronting townhouse dwelling from 11 m (36 ft) to 9.37 m (30.7 ft), (lot to be retained).

R. Versteegen reviewed the staff Planning Report. He indicated that the subject property is designated as Low Density Residential in the County Official Plan and zoned Special Low Density Residential Type 3 Zone (R3-14) in the Town's Zoning By-law. The applicant has requested minor variances for reduced frontage for the interior lots (B21-114-7 and B21-115-7), and has requested easements along the rear of the property for access and maintenance of the backyards for the interior lots. He noted that the surrounding land uses include residential lots, and ravine lands with Big Otter Creek located across the road. In Planning staff's opinion the applications are consistent with the 2020 Provincial Policy Statement, are in keeping with the direction of the County Official Plan and are all appropriately zoned, aside from the requested minor variances. No comments or concerns were raised during agency circulation or public notification. He noted that the easements requested are appropriate for protection of access for the owners of the interior lots for future maintenance purposes. Accordingly, Planning staff are supportive of the applications and the minor variances requested are appropriate as they meet the four tests of a minor variance.

G. Brumby asked the applicant who designed the development as their design is unique, T. Benjamins noted that the owner designed them.

T. Benjamins understood and accepted the staff Planning Report and the attached conditions.

#### B21-114-7

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

*'Granted'*

#### CONDITIONS:

1. The proposed easement be registered in favour of lot to be severed through B21-114-7, over the lot to be retained, to the satisfaction of the Secretary-Treasurer of the Land Division Committee.
2. The certificate for Application B21-115-7 & B21-116-7 be issued, the Transfer registered, and a copy of the registered Transfer be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate for Application B21-114-7.
3. 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.
4. 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 2020 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 the application.

B21-115-7

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

*'Granted'*

CONDITIONS:

1. The proposed easement be registered in favour of lot to be severed by B21-115-7, over the lot to be retained and lot to be severed by application B21-114-7, to the satisfaction of the Secretary-Treasurer of the Land Division Committee.
2. The certificate for Application B21-116-7 be issued, the Transfer registered, and a copy of the registered Transfer be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate for Application B21-115-7 & B21-114-7.
3. 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.
4. 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 2020 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 the application.

B21-116-7

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

*'Granted'*

CONDITIONS:

1. 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.



2. 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 one year 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 2020 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.

A21-33-7

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

*'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 Town of Tillsonburg Zoning By-law No. 3295.

A21-34-7

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

*'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.

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4. The variance requested is in keeping with the general intent and purpose of Town of Tillsonburg Zoning By-law No. 3295.

CARRIED.

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B21-124-3 – Stefan & Malgorzata Gwerder

(Part Lots 19 & 20, Concession 12 (South Norwich), Township of Norwich)

The purpose of the Application for Consent is to facilitate a lot addition to an existing non-farm rural residential parcel. The lot to be severed will cover an area of approximately 2,650.8 m<sup>2</sup> (0.65 ac) and is proposed to be added to the lot to the immediate east. The lot to be severed is currently vacant and no new development is proposed for this area. The lot to be enlarged will be approximately 0.67 ha (1.67 ac) in size and contains an existing single detached dwelling, as well as an existing private well and septic system. The lot to be retained will be approximately 25.2 ha (62.2 ac) in size and contains a barn, a greenhouse and a single detached dwelling, accessory to the farm, as well as a garden shed and a private well and septic system.

R. Versteegen reviewed the staff Planning Report, he explained that the applicants have previously applied for the severance, however the application lapsed before conditions could be fulfilled. He advised that the subject lands are designated Agricultural Reserve in the County Official Plan, and that the lot to be retained is zoned General Agricultural (A2), while the lots to be severed and enlarged are zoned Residential Existing Zone (RE) in the Township's Zoning By-law. The zone change for the lot to be severed was previously completed as part of the previous consent approval. He noted that the surrounding land uses include agricultural and non-farm rural residential. Further, he advised that in Planning staff's opinion the application is consistent with the 2020 Provincial Policy Statement, is in keeping with the intent of the County Official Plan and are appropriately zoned. No comments or concerns were received during agency circulation or public consultation. Accordingly, he indicated that Planning staff recommend approval of the application subject to the attached conditions.

Moved by: R. Jull  
Seconded by: D. Paron

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east, 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. 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 prior to the issuance of the certificate for Application B21-124-3.
3. If required, a drainage assessment 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.
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 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 one year from the date of the mailing of this Notice of Decision. If the said

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instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2020 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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B21-112-4 – Willowbrook Farms Inc.

(Lots 13, Concession 5 (Dereham), Township of South-West Oxford)

Jamie Dockx, the applicant's agent, was in attendance to speak to the application.

The purpose of the severance application is for a rural-residential lot addition to the lands to the immediate east. The lot to be severed will cover an area of approximately 0.21 ha (0.5 acres) and is vacant. The lot to be retained will cover an area of 30.4 ha (75 ac) is used for agricultural production and contains a single-detached dwelling accessory to a farm operation as well as a number of outbuildings. The lot to be enlarged will have an area of 4232 m<sup>2</sup> (45,553 ft<sup>2</sup>) and contains a single-detached dwelling and outbuilding.

R. Versteegen reviewed the staff Planning Report. He indicated that the subject property is designated as Agricultural Reserve in the County Official Plan. He noted that the lot to be severed and retained are zoned General Agricultural Type (A2), while the lot to be enlarged is zoned Rural Residential (RR) in the Township's Zoning By-law. He advised that the surrounding land uses include agricultural and non-farm rural residential. He stated that in Planning staff's opinion the application is consistent with the 2020 Provincial Policy Statement, and is in keeping with the County Official Plan. A zone change for the severed parcel will be required to reflect the new use. No comments or concerns were received during agency circulation and one letter of support was received from Dorothy Longridge that was read aloud for the Committee's consideration. Accordingly, he advised that Planning staff are supportive of the consent application, subject to the recommended conditions.

J. Dockx, indicated that he understood and accepted and all conditions contained within the planning report.

Moved by: R. Jull  
Seconded by: P. Rigby

*'Granted'*

CONDITIONS:

1. The severed parcel shall be appropriately zoned.
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 prior to the issuance of the certificate for Application B21-112-4.
3. 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 must be reflected on the certificate.

4. 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 South-West Oxford.
5. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services 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 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 one year 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 2020 Provincial Policy 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.

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B22-11-1 – Cressridge Farms Ltd.

Part Lots 17 & 18, Concession 13 (Blenheim), Township of Blandford-Blenheim)

Greg Voisin, Brandon Flewwelling and MTE Consulting Engineers (applicant's agents) and Darlene Fleming (neighbouring property owner) were present to speak to the application.

The purpose of the Application for Consent is to create a lot for future residential development purposes in the Village of Plattsville and to retain a lot outside of the settlement boundary for agricultural purposes. The lot to be severed comprises of approximately 7.7 ha (19 ac), is in agricultural production, and is currently vacant of buildings and structures. The lot to be retained comprises of approximately 47 ha (116.1 ac) and is currently occupied by a single detached dwelling accessory to a farm and a detached garage. The lot to be retained would continue to be used for agricultural purposes.

R. Versteegen reviewed the staff planning report. He indicated that the subject property has been subject to a number of planning applications including an Official Plan amendment, a draft approved Plan of Subdivision and zone change, each of which have been approved. As detailed in the planning report the lot to be severed is designated as Low Density Residential in the County Official Plan and that intent is to develop 89 units on the severed lands identified as Phase I. Further, once more wastewater capacity is available the rear of the property the consideration of developing Phase II can proceed. Further, in Planning staff's opinion the application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County Official Plan, and are zoned appropriately. No concerns were raised during agency circulation and no written comments were received from neighbouring land owners. Accordingly, Planning staff recommends approval of the consent application, subject to the recommended conditions.

G. Brumby asked D. Fleming to provide her comments. D. Fleming noted that she had concerns about drainage as there has been a lot of flooding occur within the 40 ft. between the rear of her property and the lot to be severed. She asked whether the fences for the new lots will be right up against the current lots or whether there will be buffer space in the 40 ft. of open space on the plan. She also questioned whether a drainage system or waste water system is to be built, will it

be a structure and where will this be placed and whose responsibility will it be to maintain this system?

B. Flewwelling noted that the 40 ft. will be zoned as Open Space at the rear of the property and no structures are permitted within this zone other than fencing. He advised that a lot of the conditions within the Draft Plan of Subdivision approval require engineered drawings to be submitted and reviewed to the satisfaction of the Township. MTE has prepared the engineered drawings and the Township and the County have to approve all drawings before construction can commence.

D. Fleming confirmed that she lives at 32 English Crescent and asked if the fences are erected whose responsibility is this and how will they be maintained. She further noted while that there was discussion of planting trees however, no further discussion has eluded to this. She also noted that there is some discrepancy between her survey and the plans that have been provided by the applicant.

B. Flewwelling clarified that the proposal does protect the properties and interests of the existing residents. Further, the package and survey that D. Fleming was referring to was for a Land Title Qualification Conversion, which is requesting comments from abutting land owners to qualify the survey and property dimensions for the Registry Office.

D. Fleming asked how the neighbours or public will have further participation in the process of reviewing the stormwater report. R. Versteegen noted that there are no more public meetings and that the stormwater management plan will need to be reviewed and approved by Township staff. These type of grievances are not within the jurisdiction of the Land Division Committee's responsibilities.

D. Fleming noted that public notices should not be sent out through regular mail as there is not enough notice provided. G. Brumby suggested that Mr. Flewwelling should notify the neighbours in a different manner in addition to what is required through the Planning Act.

In response to R. Jull, R. Versteegen noted that the MDS II calculation would only come into effect if the farmer were to increase the size of the operation to the east. R. Versteegen understands that there is a special zoning in place on the farm to allow it to continue to operate and expand as though the residential development were not there.

In response to C. van Haastert, R. Versteegen explained that a zone change has already occurred, however if additional expansions warranted further variances this is a public process.

In response to A. Tenhove and R. Jull, it was clarified there is an ongoing study within Plattsville to expand the servicing capacity. Currently there is only capacity for the 89 units proposed. Phase II of the plan cannot occur until the capacity has been increased. The stormwater management block is calculated by engineers and reviewed by the Township to ensure compliance. An engineering consultant would prepare estimates due to flows, runoff, quality and quantity components.

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

*'Granted'*

CONDITIONS:

1. The lot to be severed be appropriately zoned.
2. If required, drainage assessment 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 Blandford-Blenheim.
3. 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.

4. The Clerk of the Township of Blandford-Blenheim advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township of Blandford-Blenheim, financial, services 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 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 one year 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 2020 Provincial Policy 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.

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B21-118-6 – Bonnie Brown

(Lot 12, Block L, Plan 279, in the Town of Ingersoll)

Bonnie Brown and Anthony Mota, the owner's agent were present to speak to the application.

The purpose of the Application for Consent is to sever an existing semi-detached dwelling into separately conveyable lots. The lots to be severed and retained are both to be approximately 405.5 m<sup>2</sup> (4,364 ft<sup>2</sup>) in area, each lot is to contain one half of a semi-detached dwelling. No new development is proposed as a result of the consent application.

R. Versteegen reviewed the staff Planning Report. He indicated that the subject property is designated as Low Density Residential in the County Official Plan and zoned Residential Type 2 in the Town's Zoning By-law. The purpose of the application is to split an existing semi-detached dwelling. He advised in Planning Staff's opinion the application for consent is consistent with the 2020 Provincial Policy Statement, is in keeping with the County Official Plan, and is appropriately zoned. No comments or concerns were raised during agency circulation or public consultation. Accordingly, Planning staff recommend approval of the application subject to five conditions.

R. Versteegen read aloud the conditions for the owner. B. Brown understood and accepted all the conditions within the Report.

Moved by: D. Paron  
Seconded by: R. Jull

*'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 regarding the installation of water & sanitary sewer services. This shall include the provision of and payment of one water service for 69 Alma Street and one sanitary service for 71 Alma Street, to the satisfaction of the County of Oxford Public Works Department.
2. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities.

3. The Owner shall provide the payment of cash-in-lieu of parkland for the creation of the new lot to the Town of Ingersoll.
4. If required, the Owner provides confirmation of the location of any 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 Town of Ingersoll.
5. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial, services and otherwise, have been complied with.
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 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 one year 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 2020 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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B21-120-6; A21-36-6 – Valarie & Wesley Mounstevan  
(Part Lot E, Block 101, Plan 279, in the Town of Ingersoll)

Wesley Mounstevan was present to speak to the application. Ruth Selinger, a neighbouring land owner was also in attendance.

The purpose of the Application for Consent is to create a backyard residential in-fill lot in the Town of Ingersoll that would accommodate a single detached dwelling. The lot to be severed will cover an area of approximately 1,025.65 m<sup>2</sup> (11,040 ft<sup>2</sup>), and contains a portion of a detached garage (to be demolished). The lot to be retained will cover an area of approximately 556.77 m<sup>2</sup> (5,993 ft<sup>2</sup>), and contains a single-detached dwelling, a portion of detached garage (to be demolished) and an accessory structure.

The applicant has also applied to vary the lot frontage requirement of the lot to be severed from the required 15 m (49.2 ft.) to 6.09 m (20 ft.) as well as the frontage of the lot to be retained from the required 15 m (49.2 ft.) to 14.05 m (46.1 ft.), to accommodate the proposed severance.

R. Versteegen reviewed the staff Planning Report. He detailed that the subject lands are designated as Low Density Residential in the County Official Plan and zoned Residential Type 1 (R1) in the Town's Zoning By-law. He noted that the surrounding land uses include single-detached dwellings on various lots sizes and configurations, as well as Garnet Elliot Park to the rear of the property. In Planning staff's opinion the consent application is consistent with the 2020 Provincial Policy Statement, complies with the County Official Plan and is appropriately zoned, aside from the requested minor variances as applied for. Agency comments received during circulation were included as conditions of severance including County Public Works indicating that new services would be required for any dwelling constructed. The Town of Ingersoll Building Official noted that a demolition permit would be required for the shed and a grading plan will need

to be submitted that is acceptable to the Town that addresses grading and drainage for the severed and retained lands, and also noted that a minimum of two parking spaces for each lot is required. The Clerk's Department also advised that cash-in-lieu of parkland shall also be paid to the Town of Ingersoll for the creation of the new lot.

Twelve letters of concern were received from neighbouring landowners, including a petition signed by 40 residents of the neighbouring area. Photographs were also submitted noting drainage and privacy concerns. Due to the large number of letters and duplication of comments, R. Versteegen summarized the main concerns for the Committee's consideration as they were all common in nature. He showed the shared the petition, photos of standing water in backyards, and a diagram submitted showing the potential for the creation of numerous backyard infill lots in the area. Mr. Versteegen advised that one of the most significant matters with these types of application is whether sufficient area exists to provide access to the backyard lot for emergency vehicles.

Prior to the Land Division Committee meeting, the Town of Ingersoll CAO through discussions with the County planner acknowledged concerns with the standing water in the backyards of the area lots that was provided by the neighbouring landowners over the course of the weekend. The Town of Ingersoll had requested that the Committee consider deferring the application to provide additional time to review of drainage concerns in the surrounding area.

G. Brumby noted to the Committee of the Town of Ingersoll's request.

W. Mounstevan explained to the Committee that the existing house on the subject property is the original house, he noted that the water will settle on the lots where the grading is not maintained by adding fill to those spots where standing water is apparent and where low spots in the yards exist. He recognized that some of the letters of concern were attacking towards him and his wife, and that their intention was to live in the newly constructed dwelling once approved. He advised the Committee that they have a current tenant living at the property that maintains the property and has been a long term tenant. W. Mounstevan noted that the rent for this tenant has remained low as they are a good tenant. W. Mounstevan advised that they had considered demolishing the house and building their new home further to the rear of the property, however they did not want to have to evict their tenant. He mentioned that other neighbours have built larger accessory structure in their rear yards that are similar to, if not larger than the proposed dwelling which has also impacted the privacy of other neighbours and negates the concerns of privacy stated in the letters.

G. Brumby allowed R. Selinger to provide her comments and concerns to the Committee. R. Selinger mentioned that she was surprised when the sign was posted on the property and that the owner had not approached or mentioned any proposal of development to the neighbours. She was also concerned that no building proposal or design plan was provided along with the application or provided to the neighbours. Mr. Selinger reviewed for the Committee the four part test for a minor variance and explained how this application does not meet the tests for a minor variance and that no other similar variances had ever been granted in the Town of Ingersoll. She emphasized that if the application for consent and minor variance were granted it would create a detrimental precedent for development in the Town of Ingersoll. She indicated that she hopes all the letters of concerns and the petition provided will be taken into serious consideration by the Committee.

G. Brumby noted the suggestion from the CAO of the Town of Ingersoll to defer the application so that a specific aspect of the application may be investigated further, and asked whether the Committee had any comments in regards to this request.

J. Lessif advised that he is not supportive of the deferral. He mentioned that the drainage and water issues does not outweigh all the other issues that coincide with this application.

C. van Haastert recognized that the deferral would not alleviate the issue of drainage and standing water, the issues noted by the Town should be dealt with through a grading plan and zoning.

In response to R. Jull, R. Versteegen provided that the deferral would be appropriate due to the concern of drainage. The Town's concern given the latest information is that even though a condition to provide a grading plan is required, the concern is whether the Town has sufficient



information to ensure that the drainage plan will appropriately address any major underlying drainage issues. And further, the Town noted that it is easier to investigate and understand any major issues before the consent is granted. R. Versteegen understood the neighbour's concern over privacy and drainage which are considerations identified in the Official Plan policies, however the concerns of property values decreasing are difficult to evaluate and are not a typical planning consideration.

J. Lessif expressed that there is a significant impact on the neighbourhood being created and a precedent will be set for the surrounding area. Due to the circumstance that this property backs onto a public park makes it different from other backyard infill applications that have been approved by the Committee.

D. Paron commented that she is in support of the deferral so that the applicant has the opportunity to address the contested issues and to provide more detailed information to the neighbouring residents, while also providing the Town more information to consider the issues they have identified.

J. Lessif reiterated that approving the application sets a precedent. He expressed that if the County is so pressed for development that it will need to resort to backyard infill, the policy allowing backyard infill development should be reviewed.

W. Mounstevan provided reference to other applications for backyard infill that have been approved in the Town including 259 Tunis and 267 Harris. He reiterated that this is not a cash grab and that they are proposing to live at this property.

C. van Haastert thanked everyone for their comments and asked for a vote on whether to defer the application.

C. van Haastert moved that the application not be deferred, J. Lessif seconded the motion. The Committee voted in favour of the motion. The application will not be deferred.

Upon request Mr. Versteegen noted the applicant's options, if the application was refused by the Committee.

R. Selinger noted that the other accessory structures that have been built in the backyards of other properties have been done so in accordance with the Zoning By-law that are in place to protect the residents.

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

Discussion on the motion was provided by D. Paron wherein she asked R. Versteegen regarding Additional Residential Units policies in the Town of Ingersoll as an option for the owners. Mr. Versteegen noted that the Town has initiated the process to amend the Official Plan policies and zoning provisions to accommodate ARUs however has not completed this process. As such, ARUs are not permitted as of right within the Town.

C. van Haastert provided comment on the motion that the Committee has approved backyard infill application previously and keeping in mind the housing crisis and the possibility of another tenant being without housing. The subject property is deep enough to accommodate the development and there are few residents are impacted.

*'Not Granted'*

B21-120-6

REASONS:

1. The application for consent is not consistent with the 2020 Provincial Policy Statement in regards to residential infill development within an established settlement.

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2. The application for consent is not in keeping with the County of Oxford Official Plan policies in regards to the creation of a residential infill lot.
  3. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to deny the application.

A21-36-6

REASONS:

1. The variance requested is not a minor variance from the provisions of the Town of Ingersoll Zoning By-law No. 04-4160.
2. The variance requested is not desirable for the appropriate development or use of the lands.
3. The variance requested is not in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variance requested is not in keeping with the general intent and purpose of Town of Ingersoll Zoning By-law No. 04-4160.

CARRIED.

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B21-93-5; A21-39-5 – Oxford Truck & Trailer Ltd.  
(Lot 10, Concession 1 (North Oxford), Township of Zorra)

The purpose of this application is for a commercial lot addition. The lot to be severed covers an area of approximately 243m<sup>2</sup> area (2,619 ft<sup>2</sup>) is currently vacant and is to be added to the lands to the immediate north. The lot to be enlarged covers an area of approximately 0.36 ha (0.89 ac) and contains a commercial building.

The owner has also requested a minor variance which proposes relief from Section 16.2, Table 16.2, Zone Provisions, of the Township's Zoning By-law, to reduce the minimum required lot area for non-residential uses in an HC-2 Zone from 3,700 m<sup>2</sup> (39,828 ft<sup>2</sup>) to 3,672 m<sup>2</sup> (39,526 ft<sup>2</sup>).

R. Versteegen reviewed the staff Planning Report. He indicated that this application was previously deferred as it required a minor variance to be requested. He advised that the subject lands are designated as Agricultural Reserve in the County of Oxford Official Plan, and that both of the lots to be severed and retained are zoned Highway Commercial (HC) in the Township's Zoning By-law. In Planning staff's opinion the consent application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County of Oxford Official Plan and is appropriately zoned. No comments or concerns were raised during agency circulation or public consultation. Accordingly, he indicated that Planning staff are supportive of the consent application and minor variance request as it meets the 4 tests of a minor variance.

B21-93-5

Moved by: P. Rigby  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. 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.

2. If required, a drainage assessment 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 Zorra.
3. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
4. 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 2020 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 the application.

A21-39-5

Moved by: P. Rigby  
Seconded by: D. Paron

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the Township of Zorra Zoning By-law No. 35-99.
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 Township of Zorra Zoning By-law No. 35-99.

CARRIED.

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B21-109-2 – Joseph Nemeth

(Lot 26 & Pt Lot 27, Plan 35, Township of East Zorra-Tavistock)

Tina Nemeth was in attendance to speak to the application.

The purpose of the Application for Consent is to create a new residential lot within the Village of Innerkip. The lot to be severed is proposed to be approximately 843 m<sup>2</sup> (9,075 ft<sup>2</sup>) in area. The lot to be severed currently contains an attached garage and a shed that are proposed to be removed and a single detached dwelling is proposed to be constructed. The lot to be retained

would be approximately 919.7 m<sup>2</sup> (9,900 ft<sup>2</sup>) and contains an existing single detached dwelling. The owners have also applied for a Partial Discharge of Mortgage.

R. Versteegen reviewed the staff Planning Report and indicated that the subject lands are designated as Low Density Residential in the County Official Plan and zoned Residential Type 1 in the Township's Zoning By-law. He indicated that in Planning staff's opinion the consent application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County Official Plan, and is appropriately zoned. No comments or concerns were received during agency circulation or public notification. Accordingly, Planning staff are recommending approval of the application subject to a number of conditions.

T. Nemeth noted that she has already obtained the demolition permit. She advised that she understands and accepts the conditions contained within the report.

R. Versteegen advised T. Nemeth that the survey and Surveyor's Real Property Report are required to ensure that the setbacks of the remaining building relative to the new property line are in compliance with the Zoning By-law.

Moved by: A. Tenhove  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. If required, drainage assessment 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 East Zorra-Tavistock.
2. If required, the Owners shall enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township.
3. The existing attached garage on the lot to be severed is to be removed, subject to a Building Permit for Demolition and the resulting yard width between the dwelling on the retained lands and the new lot line shall comply with the minimum requirements of the Township Zoning By-law, to the satisfaction of the Township of East Zorra-Tavistock.
4. The Owners shall provide a Surveyor's Real Property Report after demolition of the attached garage showing the location of the single detached dwelling to the property line, to the satisfaction of the Township of East Zorra-Tavistock.
5. The Owners provide cash-in-lieu of parkland, to the satisfaction of the Township of East Zorra-Tavistock.
6. 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 subject property have been complied with. This condition can be cleared by payment for the required services or entering into a severance agreement with the area municipality which states that no building permit shall be issued until payment is made to the County. In order to clear this condition, a copy of the draft Severance Agreement which addresses the above requirements to the satisfaction of the County of Oxford Public Works Department, must be provided to the Public Works Department.
7. The Clerk of the Township of East Zorra-Tavistock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township of East Zorra-Tavistock, 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 one year 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 2020 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.

B21-111-6 – Bill & Lisa Ring  
(Part Lot 15, Block 32, Plan 297, Town of Ingersoll)

Bill and Lisa Ring were in attendance to speak to the application.

The purpose of the Application for Consent is to create a residential infill lot in the Town of Ingersoll to accommodate a single detached dwelling and retain the existing dwelling on the lot to be retained. The subject property contains an existing single detached dwelling and swimming pool. The proposed lot to be severed is to be approximately 780.4 m<sup>2</sup> (8,400 ft<sup>2</sup>) in area. The lot to be retained is to be approximately 1,950 m<sup>2</sup> (21,000 ft<sup>2</sup>) in area.

R. Versteegen reviewed the staff Planning Report, he advised that the owners have previously applied for a similar severance however, it was deferred by the Committee and the application was ultimately withdrawn. He indicated that the subject lands are designated Low Density Residential in the County Official Plan, and zoned Residential Type 1 in the Town's Zoning By-law. Further, he advised that the surrounding land uses include single-detached dwellings and the Ingersoll Golf Club (which is proposed to be developed into a residential subdivision). Mr. Versteegen showed the Committee the draft plan for perspective of the location of the subject lands relative to the new development proposed in the immediate area of the subject lands. In Planning staff's opinion, the application is consistent with the 2020 Provincial Policy Statement, is in keeping with the County Official Plan and is appropriately zoned. No comments or concerns were raised during agency circulation or public notification. Accordingly, Planning staff recommend approval of the consent application subject to six conditions.

Moved by: D. Paron  
Seconded by: C. van Haastert

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 connection of required services to the lot to be severed, to the satisfaction of the County of Oxford Public Works Department.
2. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities.
3. The owner shall provide the payment of cash-in-lieu of parkland for the creation of the new lot.

4. If required, the Owner shall submit a proposed grading plan, prepared by a Professional Engineer or Ontario Land Surveyor, to confirm drainage run-off for the proposed severed lot, to the satisfaction of the Town of Ingersoll.
5. If required, the Owner provides confirmation of the location of any 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 Town of Ingersoll.
6. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial, services and otherwise, have been complied with.
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 one year 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 2020 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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B21-113-3 – Burgessville Warby Farms Inc.  
(Part Lot 16, Concession 1 (North Norwich), in the Township of Norwich)

Marianne de With was in attendance to speak to the application.

The purpose of the application for consent is to facilitate a lot addition to an existing non-farm rural residential parcel. It is proposed that approximately 628.5 m<sup>2</sup> (6,765.1 ft<sup>2</sup>) of land will be severed from an existing agricultural parcel (lot to be retained) and added to the non-farm rural residential lot to the immediate southeast (lot to be enlarged). The lot to be severed is currently vacant, but does contain a portion of the fence utilized by the lot to be enlarged.

Once enlarged, the newly configured non-farm rural residential lot will be approximately 3,218.5 m<sup>2</sup> (0.79 ac) in size and contains an existing single detached dwelling, detached garage and private well and septic system, while the lot to be retained will be approximately 53.57 ha (132.4 ac) in size and is in agricultural production and also contains an existing single detached dwelling, detached garage and private well and septic system. The lot to be retained is in agricultural production (cash crop) and no new development is proposed for the subject lands.

R. Versteegen reviewed the staff Planning Report. He indicated that the subject lands are designated as Agricultural Reserve in the County Official Plan. The lot to be severed and retained are zoned General Agricultural (A2) while the lot to be enlarged is zoned Residential Existing (RE) in the Township's Zoning By-law. A zone change will be required for the severed parcel to reflect its intended new use (non-farm rural residential). He indicated that in Planning staff's opinion the consent application is consistent with the 2020 Provincial Policy Statement, and is in keeping with the County Official Plan. No comments or concerns were raised during agency circulation and public notification. Accordingly, Planning staff recommend approval of the application subject to

the recommended conditions.

M. de With concurred with the staff Planning report, she understood and accepted all attached conditions.

Moved by: R. Jull  
Seconded by: A. Tenhove

*'Granted'*

CONDITIONS:

1. The parcel to be severed by appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east, 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 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.
4. 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 one year 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 2020 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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On the motion of A. Tenhove, the Committee meeting adjourned at 12:13 p.m.

*"Original Signed by"*

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CHAIRPERSON