

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, August 1, 2024

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and met virtually via livestream, on Thursday, August 1, 2024, at 9:30 a.m. with the following individuals:

|                          |   |                                 |
|--------------------------|---|---------------------------------|
| Chairperson              | - | G. Brumby                       |
|                          | - | L. Martin                       |
|                          | - | J. Lessif                       |
|                          | - | D. Paron                        |
|                          | - | D. Matheson                     |
|                          | - | A. Tenhove                      |
|                          | - | C. van Haastert - <i>absent</i> |
| Senior Planner           | - | H. St. Clair                    |
| Administrative Assistant | - | S. Buchanan                     |

The meeting was called to order at 9:37am.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

Moved by: D. Paron  
Seconded by: J. Lessif

*"The Minutes of the Meeting of July 4, 2024, be approved as amended, printed and circulated."*

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

1. Correspondence dated Wednesday, July 24, 2024 received from Nick Hardeman  
RE: Application B24-30-8; A24-10-8 (Tru-Built Construction Inc.)
2. Correspondence dated Wednesday, July 24, 2024 received from J. Lessif Scherer (CBO)  
RE Application B24-27-2 (Hallman)
3. Correspondence dated Monday, July 26, 2024 received from UTRCA  
RE: Application B24-30-8; A24-10-8 (Tru-Built Construction Inc.)
4. Correspondence dated Monday, July 26, 2024 received from UTRCA  
RE Application B24-29-8; A24-09-8 (1967113 Ontario Inc.)

APPLICATIONS FOR CONSENT:

B24-37-5 – Faircrest Farms Ltd. & 2321215 Ontario Inc.  
(Part Lot 9, Conc. 1 (North Oxford), Township of Zorra)

Payden Shrubbs, the solicitor, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of this application is to facilitate a farm consolidation whereby an area of approximately 15.4 ha (38 ac) be severed and conveyed to the property to the immediate east. The lot to be enlarged is approximately 40 ha (100 ac) in size, is currently vacant and is under agricultural (cash cropping) production. The proposed lot to be retained is approximately 0.8 ha (2 ac) in size, contains an existing single-detached dwelling (c. 1975) and an accessory structure. No new development is proposed on the lot to be enlarged or the lot to be retained as a result of this application.

The subject land is described as Pt. Lot 9, Conc. 2 (North Oxford). The lands are located on the north side of Road 64, between 31st Line and 27th Line, and are municipally known as 643591 Road 64 in the Township of Zorra.

Overall Planning Staff are of the opinion that the proposal is appropriate and can be supported from a Planning perspective subject to the noted conditions.

P. Shrubbs had no comments or questions and understood and accepted all conditions.

No comments of concern were received from the public.

No comments or concerns were given from the Committee members.

B24-37-5

Moved by: D. Matheson  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The lot to be retained be appropriately zoned to the satisfaction of the Township of Zorra.
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. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owners' expense, to the satisfaction of the Township of Zorra.
4. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, 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.

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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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B24-29-8; A24-09-8 – 1967113 Ontario Inc.  
(Pt Lt 15 & 16, Plan 227, Part 2, 41R10594, City of Woodstock)

Amer Cengic, the owner, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The application for consent proposes to sever a parcel having a frontage of 7.6 m (25.3 ft), average depth of 39.4 m (129.3 ft), and area of 303.4 m<sup>2</sup> (3,271.3 ft<sup>2</sup>) and retain a parcel having a frontage of 8 m (26.3 ft), average depth of 45 m (147.6 ft), and area of 360 m<sup>2</sup> (3,281.9 ft<sup>2</sup>) to sever a semi-detached dwelling that is under construction.

The application is also requesting variances to the Zoning By-law, including:

- A minimum lot frontage of 7.6 m (24.9 ft) where a minimum lot frontage of 9 m (29.5 ft) is required for the severed lands; and
- A minimum lot frontage of 8 m (26.2 ft) where a minimum lot frontage of 9 m (29.5 ft) is required for the retained lands.

The subject lands front on the east side of Bain Street, Between Hunter Street and Dundas Street, and are legally described as Plan 227, Part Lots 15 and 16, in the City of Woodstock, known municipally as 20 and 22 Bain Street.

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

A. Cengic had no comments or concerns and understood and accepted all noted conditions.

John Farrell, immediate neighbour to the south, expressed concern regarding access to back yards for property maintenance. H. St. Clair indicated that the 1.5 m side yard setbacks have been provided, which is greater than the By-law requirements.

The Committee had no comments or concerns.

B24-29-8

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

*'Granted'*

CONDITIONS:

1. The Owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock.
2. The Owner(s) confirm(s) that no underground or overhead services serving the retained lands traverse the severed parcel and visa versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained lands to the satisfaction of the City of Woodstock.

3. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford, regarding the installation of services and drainage facilities, if required.
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 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. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

A24-09-8

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

*'Granted'*

REASONS:

1. The variances requested are a 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;
3. The variances requested are in keeping with the general intent and purpose of the City of Woodstock Zoning By-law; and
4. The variances requested are keeping with the general intent and purpose of the County Official Plan.

CARRIED.

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B24-30-8: A24-10-8 – Tru-Built Construction Inc.  
(Pt Lt 377-378, Plan 827, City of Woodstock)

Mark Burke, the applicant, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The application for consent proposes to sever a parcel having a frontage of 8.8 m (28.9 ft), average depth of 36 m (118.1 ft), and area of 318.5 m<sup>2</sup> (3,428.3 ft<sup>2</sup>) and retain a parcel having a frontage of 8.8 m (28.9 ft), average depth of 36 m (118.1 ft), and area of 318.5 m<sup>2</sup> (3,428.3 ft<sup>2</sup>) for the creation of one new lot for an existing semi-detached dwelling.

The application is also requesting variances to the Zoning By-law, including:

- A minimum lot frontage of 8.8 m (28.9 ft) where a minimum lot frontage of 9 m (29.5 ft) is required for the severed lands;
- A minimum lot frontage of 8.8 m (28.9 ft) where a minimum lot frontage of 9 m (29.5 ft) is required for the retained lands;
- A minimum interior side yard width of 2.5 m (8.2 ft) where a minimum interior side yard width of 3 m (9.8 ft) is required for the severed lands;
- A minimum interior side yard width of 0.7 m (2.3 ft) where a minimum interior side yard width of 1.2 m (3.9 ft) is required for the retained lands; and
- A minimum interior side yard setback for an existing accessory structure of nil where a minimum setback of 1.2 m (3.9 ft) is required for the retained lands.

The subject lands front on the south side of Warwick Street, between Orchard Road and Springbank Avenue North, and are legally described as Plan 827, Part Lots 377 and 378, in the City of Woodstock, known municipally as 1018 Warwick Street.

H. St. Clair noted that the existing setback for the retained lot was established through a minor variance approved by the City of Woodstock in 1975 to build a carport. This carport has since been enclosed without a building permit.

With respect to the requested variance for the interior side yard reduction to 0.7 m for the proposed retained lands following the enclosure of the carport to a garage is not appropriate because it does not allow for enough space for drainage or rear yard access. Further at 0.7 m the building code does require fire separation provisions to be included which have not been considered as a result of the enclosure of that garage. In order for staff to support the application, a recommendation for the garage to be converted back to a carport or be removed entirely from the subject lands as been included as a condition of approval, to the satisfaction of the City of Woodstock.

One comment was received from the public indicating concerns with respect to the proposed interior side yard variance for the retained lands and the gradual nature at which the carport was enclosed without the benefit of a permit. Planning Staff share those concerns and are recommending that the structure be removed or brought back to a carport structure which was previously approved.

Overall Planning Staff are of the opinion that the proposal is appropriate and can be supported from a Planning perspective subject to the noted conditions.

M. Burke had no comments or concerns and understood and accepted all noted conditions.

D. Paron inquired if the owner of the house is aware of the condition to remove the enclosed carport.

The Committee had no other comments or concerns.

#### B24-30-8

Moved by: L. Martin  
Seconded by: J. Lessif

*'Granted'*

#### CONDITIONS:

1. The Owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock.
2. The Owner(s) confirm(s) that no underground or overhead services serving the retained lands traverse the severed parcel and visa versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained

lands to the satisfaction of the City of Woodstock.

3. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford, regarding the installation of services and drainage facilities, if required.
4. The Owner shall confirm building construction requirements for the creation of the semi-detached dwelling house including the fire separation provisions required by the Ontario Building Code for the interior party wall construction through a building permit or report prepared by a Building Code qualified designer confirming the existing construction to the satisfaction of the City of Woodstock Building Department.
5. The Owner shall convert the existing attached garage to a carport or remove the garage to the satisfaction of the City of Woodstock Building Department.
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 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. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

A24-10-8

Moved by: L. Martin  
Seconded by: J. Lessif

*'Granted'*

CONDITION:

1. That the relief granted for the minimum interior side yard width on the retained lands only apply to an attached carport that is not enclosed as it relates to relief from Section 5.1, minor variance #5.

REASONS:

1. The variances requested are a 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;
3. The variances requested are in keeping with the general intent and purpose of the City of Woodstock Zoning By-law; and

4. The variances requested are keeping with the general intent and purpose of the County Official Plan.

CARRIED.

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B24-33-4 – 967777 Ontario Ltd.

(Lt 3, Conc. 4 (Dereham), Township of South-West Oxford)

George Klosler, the owner, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of this application is to facilitate the creation of one (1) new agricultural lot, and to retain a lot for similar purposes. The application proposes to sever an area of approximately 40.2 ha (100 ac) with frontage on Mount Elgin Road, while retaining an area of approximately 41.7 ha (103 ac) with frontage on Ebenezer Road. The lot to be severed is currently vacant and under agricultural (cash cropping) production. The lot to be retained consists of two (2) existing single-detached dwellings, barns, a silo, and buildings accessory to the agricultural operation, and significant acreage (cash cropping).

The subject land is described as Lot 3, Concession 4 (Dereham), is located between Mount Elgin Road and Ebenezer Road, between Zenda Line and Duffy Line and is municipally known as 344494 Ebenezer Road, Township of South West Oxford.

No comments of concern were received from the public.

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

G. Klosler had no questions or concerns and understood and accepted all conditions.

G. Brumby inquired about the reason for the application. G. Klosler responded that it is being done for succession and estate planning, and to create a smaller more affordable agricultural parcel to allow more accessibility to farming for future generations.

The Committee discussed the cash-in-lieu of parkland (CILOP) condition, as it's not standard on agricultural consents and is generally only applied in an urban setting. They are permitted to request it, however, each area municipality has their own specific by-laws in relation to CILOP charges. H. St. Clair noted that there is no other mechanism for it to be collected it outside of a condition. After Committee discussion, G. Klosler indicated he did not realize the financial impact of the CILOP condition. H. St. Clair further explained the typical financial implication of CILOP clause to G. Klosler.

D. Paron inquired if removing the condition may subject the application to appeal, as the Township will have no other avenue to collect it.

L. Martin noted that it's very unusual to see this on agricultural lands and is not a good precedent.

B24-33-4

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

Motion includes to remove condition #2 relating to cash-in-lieu of parkland.

*'Granted'*

CONDITIONS:

1. If required, drainage assessment re-apportionment 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.
2. 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.
3. 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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B24-27-2 – David & Bonnie Hallman  
(Pt Lt 29, Conc. 11 (East Zorra), Township of East Zorra-Tavistock)

David Hallman, the owner, was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. A Notice of Public Meeting for the subject application was previously provided on June 20, 2024. The application has been submitted in order to facilitate an agricultural lot addition and the retention of a lot for non-farm rural residential purposes. The lot to be severed comprises approximately 19.3 ha (47.7 ac), is in agricultural production, and is currently vacant of any buildings or structures.

At the time the original Notice of Public Meeting was circulated, it was proposed that the lot to be severed would be added to the lot to the immediate south. Since then, the applicants have revised their plans. The lot to be severed would continue to be approximately 19.3 ha (47.7 ac) in size. The revised proposal, however, would now convey the lot to be severed to the lot to the immediate north of the subject lands. The lot to be enlarged is approximately 20.2 ha (50 ac) in size.

It is proposed that the lot to be retained will be 1 ha (2.5 ac) in size and will contain an existing single detached dwelling and an accessory building. If Severance Application B24-27-2 is approved by the Land Division Committee then an Application for Zone Change will be required to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' to recognize the new use of the subject lands for non-farm rural residential purposes.

The subject lands are described as Part Lot 29, Concession 11 (East Zorra). The lands are located on the east side of 11th Line, lying between Maplewood Sideroad and Cassel Sideroad. The subject lands are currently municipally addressed as 516758 11th Line.

No comments of concern were received from the public.

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



D. Hallman expressed concerns regarding the cash-in-lieu of parkland (CILOP) condition.

G. Brumby requested review of previous deferral of application.

H. St. Clair indicated that the proposal was deferred due to a revision to consolidate the parcel with lands to the north as opposed to the south.

In response to G. Brumby, D. Hallman advised that the same owners own both lands.

J. Lessif expressed concerns regarding CILOP condition, and inquired if it applies to the retained lot or the entire subject lands. He noted that it should be stated in the condition what lands it applies to. He wants to ensure that the CILOP isn't being paid multiple times when lots are severed more than once. He noted that he feels that the CILOP condition should be removed.

In response to J. Lessif, H. St. Clair noted that generally the CILOP would be applied to the severed lot but she is not certain of the history of the previous payments or the intent of the condition for this application.

A. Tenhove requested further clarification from the Planning Staff with regard to parkland conditions moving forward.

In response to D. Paron, D. Hallman noted that the property line it is about 25 ft from the shop.

L. Martin noted that the property line according to the application sketch is 56 ft.

#### B24-27-2

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

Motion includes removal of condition #6 relating to cash-in-lieu of parkland.

*'Granted'*

#### CONDITIONS:

1. The lot to be retained be appropriately zoned.
2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate north and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. If required, the owners enter into a standard Severance Agreement with the Township of East Zorra-Tavistock, to the satisfaction of the Township.
4. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owners' expense, to the satisfaction of the Township of East Zorra-Tavistock.
5. The Owners shall provide an As-Built Survey for the lot to be retained showing the dimensioned location of all buildings, wells, and septic components on the lands, to the satisfaction of the Township of East Zorra-Tavistock.
6. The Owners shall demonstrate that the lot to be enlarged is held under distinct and separate ownership from abutting lots as shown by a registered conveyance in the records of the Registry Office on the 17th day of August, 1988, to the satisfaction of the Township of East Zorra-Tavistock.

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

CARRIED.

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B24-12-7; B24-13-7; B24-32-7 – Myda Holdings Inc. & Henry and Jacqueline Dalm  
(Lt 1510, Pt Lt 1511, Plan 500, Pt 1, 41R5044 & Pt 1 41T5087 and Pt Lt 1511, Plan 500, Pt 2, 41R5087, Town of Tillsonburg)

Henry Dalm, the owner, was present online to speak to the application.

H. St. Clair reviewed the staff Planning Report. The overall purpose of these applications is to retain two existing lots (3 and 7 Bidwell Street) and facilitate lot additions between the two lots with minor realignments to slightly adjust the existing lot boundaries for both properties and relocate a recently constructed residential accessory structure from 7 Bidwell Street to 3 Bidwell Street.

The proposed final area of 3 Bidwell Street is 2,226.5 m<sup>2</sup> (23,965.84 ft<sup>2</sup>) and the proposed final area of 7 Bidwell Street is 635.3 m<sup>2</sup> (6,838.31 ft<sup>2</sup>)

The subject lands are described as Lot 1510 and Part Lot 1511, Plan 500 and located on the west side of Bidwell Street, lying between London Street West and Prospect Street, and municipally known as 3 and 7 Bidwell Street, Tillsonburg.

No comments of concern were received from any members of the public.

Planning Staff recommend approval of the application subject to the noted conditions.

H. Dalm indicated that he felt that some of the conditions requested are premature. He felt that the grading plan is not necessary on a vacant lot he intends to develop anyway, as it will be required at the time of building permit.

H. St. Clair noted that a grading plan is a typical condition of Consent especially in urban areas where we need to ensure that water will be draining appropriately and cannot cross any property boundaries. In order for the Town to support the proposed lot adjustment they need to be satisfied that the water will be appropriately accommodated.

H. Dalm understood and accepted the noted conditions for these applications.

No comments were received from the Committee members.

B24-12-7

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

*'Granted'*

CONDITIONS:

1. The owners shall agree, in writing, to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit and a representative of the developer's consultant must be on site. The owner shall submit a stamped and sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town's design standards.
2. The owners shall agree to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the Lot to be Severed and Enlarged by B24-12-7 and B24-32-7 must be independently serviced (water/sanitary), and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
3. The owners shall submit a Lot Grading and Site Servicing Plan for the Lot to be Severed and Enlarged by B24-12-7 and B24-32-7 to the satisfaction of the Town of Tillsonburg Engineering Services Department.
4. The owners shall submit a Surveyor's Real Property Report to confirm lot sizes and building setbacks to the satisfaction of the Town.
5. The owners shall enter into any necessary easements between the lot to be severed and the lot to be retained for the municipal storm, sanitary and watermain services, to the satisfaction of the Town of Tillsonburg and the County of Oxford.
6. The parcel to be severed be conveyed to 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 Sections 50 (3) and (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate. If required, a 0.3 m (1 ft) x 0.3 m (1 ft) parcel of land from the lot to be enlarged (PIN 000370169) be deeded to the Town of Tillsonburg, 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 B24-12-7, to the satisfaction of the County of Oxford.
7. The parcel to be retained be conveyed to abutting landowner to the immediate north and be consolidated with said owner's existing property. If required, a 0.3 m (1 ft) x 0.3 m (1 ft) parcel of land from the lot to be enlarged (PIN 000370095, being municipally known as 11 Bidwell Street) be deeded to the Town of Tillsonburg, 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 B24-12-7, to the satisfaction of the County of Oxford.
8. The Certificate for Application B24-32-7 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 B24-12-7.

9. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within 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.

B24-13-7

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

*'Granted'*

CONDITIONS:

1. The owners shall agree, in writing, to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit and a representative of the developer's consultant must be on site. The owner shall submit a stamped and sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town's design standards.
2. The owner shall agree to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the Lot to be Retained and Enlarged by B24-13-7 must be independently serviced (water/sanitary), and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
3. The owners shall submit a Surveyor's Real Property Report to confirm lot sizes and building setbacks to the satisfaction of the Town.
4. The owners shall submit a Lot Grading and Site Servicing Plan for the Lot to be Retained and Enlarged by B24-13-7 to the satisfaction of the Town of Tillsonburg Engineering Services Department.
5. The owner shall enter into any necessary easements between the Lot to be Severed and Enlarged and the Lot to be Retained for the municipal storm, sanitary and watermain services, to the satisfaction of the Town of Tillsonburg and the County of Oxford.
6. The parcel to be severed be conveyed to 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 Sections 50 (3) and (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.

7. The Certificates for Applications B24-32-7 and B24-12-7 be issued, the Transfers registered and a copy of the registered Transfers be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the Certificate for Application B24-13-7.
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.

B24-32-7

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

*'Granted'*

CONDITIONS:

1. The owners shall agree, in writing, to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit and a representative of the developer's consultant must be on site. The owner shall submit a stamped and sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town's design standards.
2. The owners shall agree to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the Lot to be Retained and Enlarged by B24-12-7 and B24-32-7 must be independently serviced (water/sanitary), and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
3. The owners shall submit a Lot Grading and Site Servicing Plan for the Lot to be Severed and Enlarged by B24-12-7 and B24-32-7 to the satisfaction of the Town of Tillsonburg Engineering Services Department.
4. The owners shall submit a Surveyor's Real Property Report to confirm lot sizes and building setbacks to the satisfaction of the Town.
5. The owners shall enter into any necessary easements between the lot to be severed and the lot to be retained for the municipal storm, sanitary and watermain services, to the satisfaction of the Town of Tillsonburg and the County of Oxford.

6. The parcel to be severed be conveyed to 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 Sections 50 (3) and (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate. If required, a 0.3 m (1 ft) x 0.3 m (1 ft) parcel of land from the lot to be enlarged (PIN 000370169) be deeded to the Town of Tillsonburg, 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 B24-32-7, to the satisfaction of the County of Oxford.
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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B24-34-7; A24-11-7 – Mike & Rebecca Dawdry  
(Pt Lt 91, Plan 500, Pt 1, 41R349, Town of Tillsonburg)

Mike & Rebecca Dawdry, the owners, were present to speak to the application.

H. St. Clair reviewed the staff Planning Report. It is proposed that an area of approximately 730.7 m<sup>2</sup> (7,865.2 ft<sup>2</sup>) be severed from the subject property for future residential development, and an area of approximately 1,143.3 m<sup>2</sup> (12,306.4 ft<sup>2</sup>) be retained for continued residential purposes. The lot to be severed currently contains an accessory structure (garage) which will be removed, and the lot to be retained contains an existing single-detached dwelling, which will remain. The current accesses from Lisgar Avenue and from Broadway will be maintained.

The lot to be retained is proposed to have a Lot Frontage of 25.58 m (83.9 ft) an average Lot Depth of 44.85 m (147.1 ft), and an approximate Lot Area of 1,143.3 m<sup>2</sup> (12,306.4 ft<sup>2</sup>).

The lot to be severed is proposed to have a Lot Frontage of 28.65 m (94 ft), an average Lot Depth of 25.51 m (83.7 ft), and an approximate Lot Area of 730.7 m<sup>2</sup> (7,865.2 ft<sup>2</sup>).

The associated application for minor variance seeks relief for the lot to be severed; the applicant is requesting a Minimum Lot Depth of 25.51 m where 32 m is required.

The property is located on the southeast corner of Broadway and Lisgar avenue, and legally known as Part Lot 91, Plan 500, Part 1, 41R349 in the Town of Tillsonburg.

Overall Planning Staff are of the opinion that the proposal is appropriate and can be supported from a Planning perspective subject to the noted conditions.

M. Dawdry had no comments but asked for clarification on one condition.

In response to M. Dawdry, H. St.Clair explained that the telecommunication company has indicated

that they do have infrastructure in the immediate area that they need to be aware of and maintain clearances for any future development.

In response to D. Paron, H. St. Clair and M. Dawdry indicated that the garage will be removed.

No further questions or concerns were received from the Committee.

B24-34-7

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

*'Granted'*

CONDITIONS:

1. The Owners shall agree to satisfy all requirements, financial and otherwise, of the County regarding the installation of water and sanitary sewer services, to the satisfaction of the County including payment of all outstanding fees regarding the same. To this regard, the lot to be retained and the lot to be severed must be independently serviced (water/sanitary), and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
2. The Owners shall provide payment for cash-in-lieu of parkland to the Town of Tillsonburg for the lot to be severed, to the satisfaction of the Town of Tillsonburg.
3. The Owner(s) shall covenant and agree to satisfy all requirements financial and otherwise, of the Town of Tillsonburg regarding the installation of services and drainage facilities, to the satisfaction of the Town of Tillsonburg. Any work being done in the Town's right-of-way will require an Encroachment Permit, and a representative of the developer's consultant must be on site while this work is undertaken. The Owner shall agree to submit a stamped and sealed letter to the Town of Tillsonburg from the consulting engineer stating that all servicing and restoration work has been completed to the Town of Tillsonburg Development Guidelines and Design Criteria.
4. The Owner(s) shall submit a Lot Grading Plan and Site Servicing Plan including all required servicing for the proposed lot to be severed, to the satisfaction of the Town of Tillsonburg Engineering Services Department. If any grading changes are proposed for the lot to be retained, the Owner(s) shall submit a Lot Grading Plan to the satisfaction of the Town of Tillsonburg Engineering Services Department.
5. The Owner(s) shall submit a Surveyor's Real Property Report to confirm lot sizes and building setbacks, to the satisfaction of the Town of Tillsonburg.
6. The Clerk of the Town of Tillsonburg advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Tillsonburg have been complied with.
7. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 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.

A24-11-7

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

*'Granted'*

REASONS:

1. The requested variance is deemed to be a minor variance from the provisions of the Town of Tillsonburg Zoning By-law No. 3295;
2. The requested variance is deemed to be desirable for the appropriate development or use of the land;
3. The requested variance is in-keeping with the general intent and purpose of the Town of Tillsonburg Zoning By-law No. 3295; and,
4. The requested variance is in-keeping with the general intent and purpose of the Official Plan.

CARRIED.

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On the motion of J. Lessif the Land Division Committee meeting adjourned at 11:15am.

*"Original Signed by"*

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CHAIRPERSON