Report No: CP 2026-346
COMMUNITY PLANNING
Council Date: November 3, 2026

To: Mayor and Members of Township of Norwich Council

From: Amy Hartley, Development Planner, Community Planning

Application for Zone Change – Supplementary Report ZN 3-26-09 – Richard and Ramona Schveighardt

REPORT HIGHLIGHTS

- The Application for Zone Change proposes to rezone the subject lands from 'Residential Existing Lot Zone (RE)' to 'Special Rural Residential Zone (RR-sp)' to permit site-specific provisions to facilitate the establishment of a public garage and mobile fleet service as a rural entrepreneurial use.
- At the September 22, 2026, Township Council deferred the application pending receipt of the Section 59 Notice under the Clean Water Act.
- Planning staff are partially supportive of the rezoning, as it is generally consistent with the Provincial Planning Statement and maintains the intent and purpose of the Official Plan with respect to rural entrepreneurial uses in prime agricultural areas. Staff do not support the full lot area being used for the proposed use and open storage of vehicles.

DISCUSSION

BACKGROUND

OWNERS: Richard and Ramona Schveighardt
793424 Slant Road, Norwich, ON N0J 1P0

LOCATION:

The subject lands are described as Part of Lot 6, Concession 3 (North Norwich) in the Township of Norwich. The subject lands are located on the east side of Slant Road lying between Quaker Street and Evergreen Street and are municipally known as 793424 Slant Road, Township of Norwich.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "N-1"	Township of Norwich Land Use Plan	'Agricultural Reserve'

TOWNSHIP OF NORWICH ZONING BY-LAW 07-2003-Z:

Existing Zoning: 'Residential Existing Lot Zone (RE)'

Proposed Zoning: 'Special Rural Residential Zone (RR-sp)'

PROPOSAL:

The application for zone change proposes to rezone the subject lands from 'Residential Existing Lot Zone (RE)' to 'Special Rural Residential Zone (RR-sp)' to permit a public garage and mobile fleet service to be permitted on the subject lands within an existing accessory building as a rural entrepreneurial use (REU). The existing building in which the business is proposed to be located is approximately 167.2 m^2 (1,800 ft^2) in size. The total area proposed for the REU is approximately 367.8 m^2 (3,960 ft^2) of the subject lands which includes the accessory building, parking and open storage of vehicles. The applicant has indicated that the majority of the business operates as a mobile fleet service where repair work is performed off-site, or heavy equipment and agricultural equipment are repaired on-site.

At the September 22, 2026 regular Council meeting, Township Council deferred the application in order to provide the applicant an opportunity to obtain a Section 59 Notice under the Clean Water Act. Since that time, the applicant has been provided a Section 59 Notice to Proceed from the Source Protection Officer.

The subject lands are approximately 0.93 ha (2.3 ac) and currently contain a single detached dwelling, an existing barn, and a recently constructed accessory building where the REU is proposed to operate. Surrounding land uses are predominantly agricultural uses with some existing residential parcels fronting on Slant Road.

Plate 1, Location Map and Existing Zoning, indicates the location of the subject property and the existing zoning in the immediate vicinity.

Plate 2, Aerial Map (2020) with Existing Zoning, provides an aerial view of the subject lands and surrounding uses as existing in the Spring of 2020.

Plate 3, Applicants' Sketch, identifies the general site area as provided by the applicant.

Plate 4, Applicants' Letter, provides additional details and information about the proposed business.

APPLICATION REVIEW

2024 PROVINCIAL PLANNING STATEMENT

The 2024 Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the *Planning Act*, where a municipality is exercising its authority affecting a planning matter, such decisions, "shall be consistent with" all policy statements issued under the Act. The following outlines the key PPS policies that have been considered but is not intended to be an exhaustive list.

Section 4.3 of the PPS directs that prime agricultural areas shall be protected for long term agricultural use. In prime agricultural areas, permitted uses and activities include agricultural uses, agriculture-related uses and on-farm diversified uses.

Section 4.3.2.3 of the PPS directs that new permitted land uses, including creation of lots and new or expanding livestock facilities shall comply with the minimum distance separation formulae.

OFFICIAL PLAN

The subject lands are designated Agricultural Reserve according to the Township of Norwich Land Use Plan in the County Official Plan.

Lands designated Agricultural Reserve are to be developed for a wide variety of agricultural land uses, including general farming, animal or poultry operations, regulated livestock farms, cash crop farms and specialty crop farms together with farm buildings and structures necessary to the farming operation, and accessory residential uses required for the farm.

According to Section 3.1.1, the goal of the Agricultural Reserve policies is to ensure prime agricultural areas are preserved for food and fibre production by avoiding further fragmentation of the land base, by minimizing conflict between agricultural and non-agricultural uses and by supporting the needs of the agricultural community by permitting land uses which are directly related to and supportive of agricultural uses in the area, where appropriate.

Further, a strategic aim of the Agricultural Reserve policies is to prevent situations of land use conflict in the prime agricultural area through careful management of non-farm uses, including rural residential development, recreational uses, commercial and industrial uses and aggregate resource extraction.

Official Plan Amendment 269 (OPA 269), approved by the Minister of Municipal Affairs and Housing on February 2, 2024, introduces a policy framework to allow for rural home occupations and rural entrepreneurial uses.

Section 3.1.5.2.1 – Secondary Uses on Rural Residential Lots, provides that the establishment of a rural entrepreneurial use on an existing residentially zoned lot and directs that the specific uses that may be permitted as a rural entrepreneurial use in each Area Municipality shall be set out in the Area Municipal Zoning By-law, and be in accordance with the applicable policies of this section.

For greater clarity, the following uses shall not be permitted as a rural entrepreneurial use:

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this section;
- Institutional uses;
- Restaurants;
- Residential uses or accommodation; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may;

    i) Attract large numbers of customers or other people;
    ii) Generate significant traffic, or not otherwise be appropriate for rural infrastructure or public services;
    iii) Create compatibility or enforcement issues;

iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

Rural entrepreneurial uses may be permitted subject to the following:

- The establishment of a rural entrepreneurial use shall require a site specific amendment to the Area Municipal Zoning By-law. The site specific zoning amendment shall identify the specific rural entrepreneurial use to be permitted and contain any provisions necessary to ensure that policy criteria of this section are addressed, including but not limited to:

    i) The location of the use on the lot;
    ii) Restrictions on sale of goods or materials, maximum gross floor area, and number of employees;
    iii) Parking and loading requirements; and,
    iv) Appropriate restrictions on signage, outdoor storage and/or display, and other evidence of business activity.

Only proposals for a specific rural entrepreneurial use will be considered by the Area Municipality.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for a rural entrepreneurial use than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-law, they shall take precedence over these policies.

Rural entrepreneurial uses shall be small scale and not detract from the residential character of the property. The maximum gross floor area of all buildings and structures permittee to be used for the purposes of a rural entrepreneurial use shall be regulated through the Area Municipal Zoning By-law, however, said gross floor area used or occupied by the use shall not exceed 280 m^2 (3,014 ft^2) or 10% of the total lot area, whichever is less.

New or expanding rural entrepreneurial uses that would exceed the size, scale, or use limitations in this section shall not be permitted. Additionally, Rural entrepreneurial uses shall generally be recognized as a Type A land use for the purposes of determining the application of MDS I. Such uses shall be directed to locate or relocate in a settlement or must comply with the policies for establishing a non-agricultural use as contained in Section 3.1.7.

ZONING BY-LAW

The subject property is zoned ‘Residential Existing Lot Zone (RE)’ in the Township of Norwich Zoning By-law. The ‘RE’ zone permits a single detached dwelling, home occupation and accessory uses in accordance with the provisions of the by-law.

The ‘RE’ zone recognizes the lot area and lot frontage of residential lots that existed prior to the passing of the by-law. Further, a 10 m (32.8 ft) front yard and 15 m (49.2 ft) rear yard setback.

AGENCY COMMENTS

County of Oxford Coordinator of Source Protection Program requested that a screening form be completed, the applicant provided the required information and have a Risk Management Officer attend the site for an inspection. A Section 59 Notice to Proceed has been issued for the proposed use on the subject lands.

Township of Norwich Chief Building Official noted that a change of use permit may be required, bathrooms may need to be installed, the driveway may need to be upgraded for fire access purposes. Development charges are applicable to the proposed development.

PUBLIC CONSULTATION

Notice of Complete Application and Notice of Public Meeting for the zone change application were provided to the public and surrounding property owners in accordance with the requirements of the Planning Act on August 26, 2026, and September 8, 2026. At the time of writing this report a letter of concern and a letter of support was received. Additionally, during the September 22, 2026 Council meeting an adjacent landowner provided verbal comments to Council. The adjacent landowner is concerned with the proposed use regarding compatibility, hours of operation, environmental concerns and chemical containment on site, municipal drain impacts, outdoor open storage, and retroactive applications.

Planning Analysis

The application for zone change proposes to rezone the subject lands from 'Residential Existing Lot Zone (RE)' to 'Special Rural Residential Zone (RR-sp)' to permit a mobile fleet service and heavy vehicle mechanic as a rural entrepreneurial use.

Staff are of the opinion that the proposal generally conforms with the relevant policies of the Official Plan as they pertain to the development of a rural entrepreneurial use (REU) on an existing rural residential lot with respect to the policies noted previously in this report. The proposed use of a mobile fleet service and heavy vehicle mechanic can be considered a permitted use under the REU policies. Based on the information provided by the applicants, staff are of the opinion that the proposed use will not attract large numbers of customers or other people or generate significant traffic.

With respect to compatibility, the surrounding land uses are predominantly non-farm rural residential parcels and agricultural uses. To ensure that the proposed use will not conflict with surrounding land uses and separated from nearby residential uses, staff will require appropriate buffering and design to prevent impacts to neighbouring residences. The proposed REU will be required to submit for a site plan approval application which will allow staff to review setbacks, parking, landscaping, size of the use and other mitigating measures (such as fencing or increased landscaped buffering) that can be implemented to reduce impacts.

Staff are satisfied that the lot area is of a sufficient size to accommodate individual on-site water and sewage services, parking and loading requirements. The existing detached accessory building complies with the updated zoning provisions for accessory building contained in By-law 09-2026-Z, is situated in a way that complies with the scale requirements of the Official Plan policies. The building is located behind the existing dwelling and appears as secondary to the residential use of the subject property.

It is noted for Council and the applicant that the Township's Noise By-law 50-2026 is in effect. The proposed use is not exempt from this by-law and the proposed use will be required to comply with Section 2.3 of the by-law which limits power equipment usage to the hours of 7:00 AM and 9:00 PM.

However, staff are not satisfied that the total area proposed for the REU meets the requirements of the policies with respect to the appropriate size of REUs. The Official Plan policies outline that REUs shall not exceed 280 m^2 (3,014 ft^2) or 10% of the lot area, whichever is lesser, and further, that new or expanding REUs that would exceed the size, scale or use limitations in this section shall not be permitted. The applicant has identified an area on their sketch of approximately 367.8 m^2 (3,960 ft^2), a portion of which contains the existing building and is proposed to also contain open storage of vehicles. The intent of rural entrepreneurial uses is for the use to remain small-scale and not detract from the residential character of the property. Staff are of the opinion that the proposed use can operate within the permitted area of 280 m^2 (3,014 ft^2) and that the additional area beyond what is permitted should not be supported on this property to maintain the intent of the policies.

In light of the foregoing, staff are supportive of the proposed mobile fleet service and heavy vehicle repair use as a rural entrepreneurial use, however, the size of the use shall be limited to meet the policies so that the proposal is consistent with the policies of the Provincial Planning Statement and complies with the intent of the Official Plan with respect to secondary uses on existing rural residential lots. The applicant will be required to receive site plan approval which will dictate the extent of the proposed use and provide the Township an avenue for enforcement if the use extends beyond the limits approved through the site plan application.

RECOMMENDATIONS

It is recommended that the Council of the Township of Norwich approve the zone change application submitted by Richard and Ramona Schveighardt, whereby the lands described as Part of Lot 6, Concession 3 (North Norwich) in the Township of Norwich to rezone the subject lands to 'Special Rural Residential Zone (RR-sp)' to permit a mobile fleet service and heavy vehicle mechanic as a rural entrepreneurial use with a total area of 280 m^2 (3,014 ft^2).

SIGNATURES

Authored by: *Original Signed By*
Amy Hartley
Development Planner

Approved for submission: *Original Signed By*
Eric Gilbert, MCIP, RPP
Manager of Development Planning

Plate 1: Location Map with Existing Zoning
File No.: ZN 3-26-09 (Schveighardt)
Part of Lot 6, Concession 3 (North Norwich); 793424 Slant Road, Township of Norwich



Legend

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

Zoning Floodlines Regulation Limit
- 100 Year Flood Line
- 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines

Land Use Zoning (Displays 1:16000 to 1:500)

Notes



0 96 192 Meters

NAD_1983_UTM_Zone_17N

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

October 3, 2025

Plate 2: Aerial Map (2020) with Existing Zoning
File No.: ZN 3-26-09 (Schveighardt)
Part of Lot 6, Concession 3 (North Norwich); 793424 Slant Road, Township of Norwich



Legend

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

Environmental Protection Flood Overlay
- Flood Fringe
- Floodway
- Environmental Protection (EP1)
- Environmental Protection (EP2)

Zoning Floodlines Regulation Limit
- 100 Year Flood Line
- 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines

Land Use Zoning (Displays 1:16000 to 1:500)

Notes



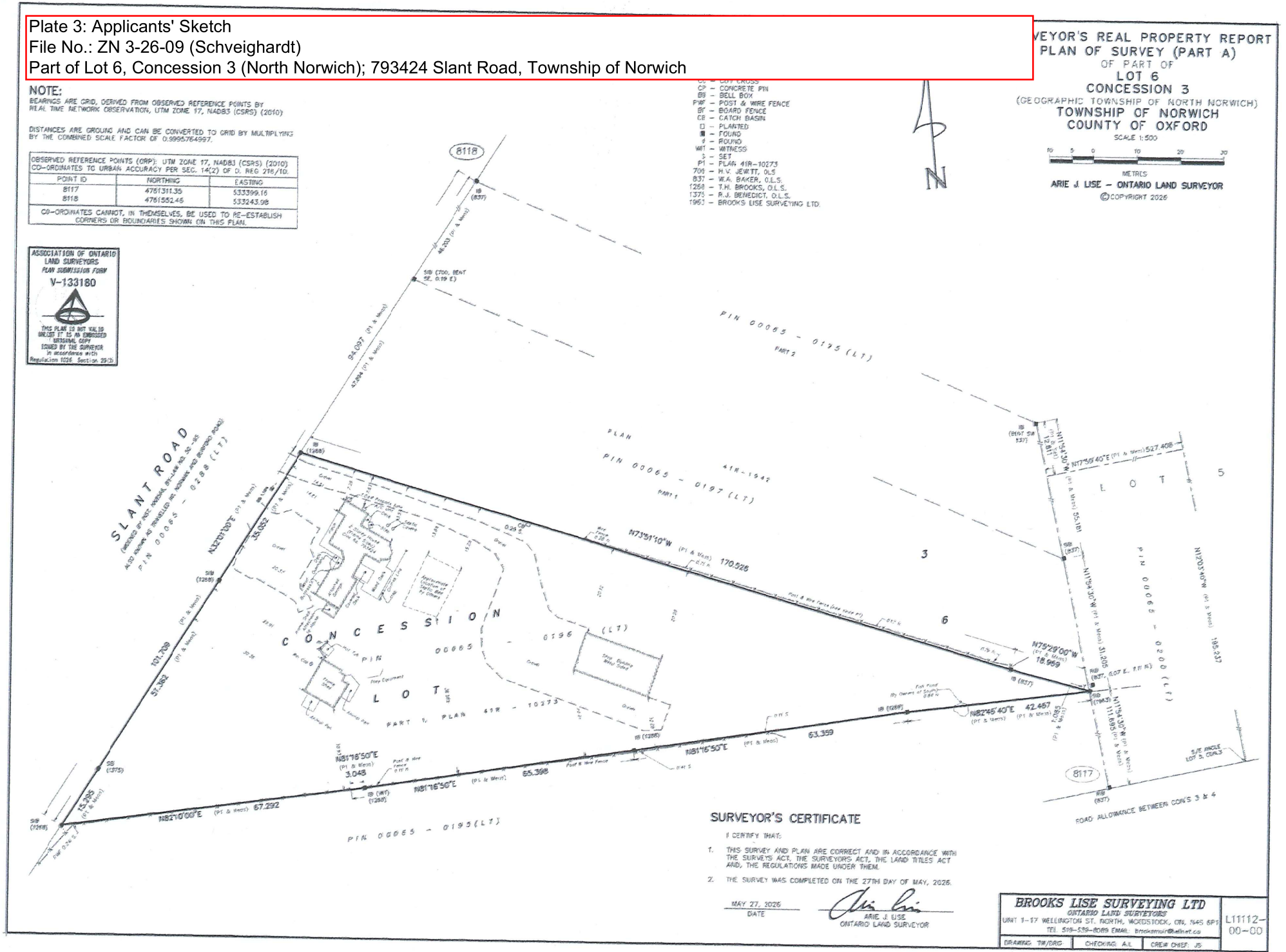
0 48 96 Meters

NAD_1983_UTM_Zone_17N

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

September 11, 2026

Plate 3: Applicants' Sketch
File No.: ZN 3-26-09 (Schveighardt)
Part of Lot 6, Concession 3 (North Norwich); 793424 Slant Road, Township of Norwich



METRIC

DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTE:

BEARINGS ARE GRID, DERIVED FROM OBSERVED REFERENCE POINTS BY REAL TIME NETWORK OBSERVATION, UTM ZONE 17, NAD83 (CSRS) (2010)

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99957649971.

OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD83 (CSRS) (2010) CO-ORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF O. REG 216/10.		
POINT ID	NORTHING	EASTING
8117	4761311.35	533399.15
8118	4761552.46	533243.98
CO-ORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

ASSOCIATION OF ONTARIO LAND SURVEYORS
PLAN SUBMISSION FORM
V-133180
THIS PLAN IS NOT VALID UNLESS IT IS AN EMBOSSED ORIGINAL COPY ISSUED BY THE SURVEYOR In accordance with Regulation 1026, Section 29(3)

WRITTEN REPORT (PART B)

THIS PLAN IS COMPLETE WITH THE REPORT DATED JUNE 25, 2026.

LEGEND

SIB – STANDARD IRON BAR
SSIB – SHORT STANDARD IRON BAR
IB – IRON BAR
CC – CUT CROSS
CP – CONCRETE PIN
BB – BELL BOX
PWF – POST & WIRE FENCE
BF – BOARD FENCE
CB – CATCH BASIN
□ – PLANTED
● – FOUND
⌀ – ROUND
WIT – WITNESS
S – SET
PJ – PLAN 41R-10273
700 – H.V. JEWITT, OLS
837 – W.A. BAKER, O.L.S.
1268 – T.H. BROOKS, O.L.S.
1375 – R.J. BENEDICT, O.L.S.
1963 – BROOKS LISE SURVEYING LTD.

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SURVEYOR'S REAL PROPERTY REPORT
PLAN OF SURVEY (PART A)

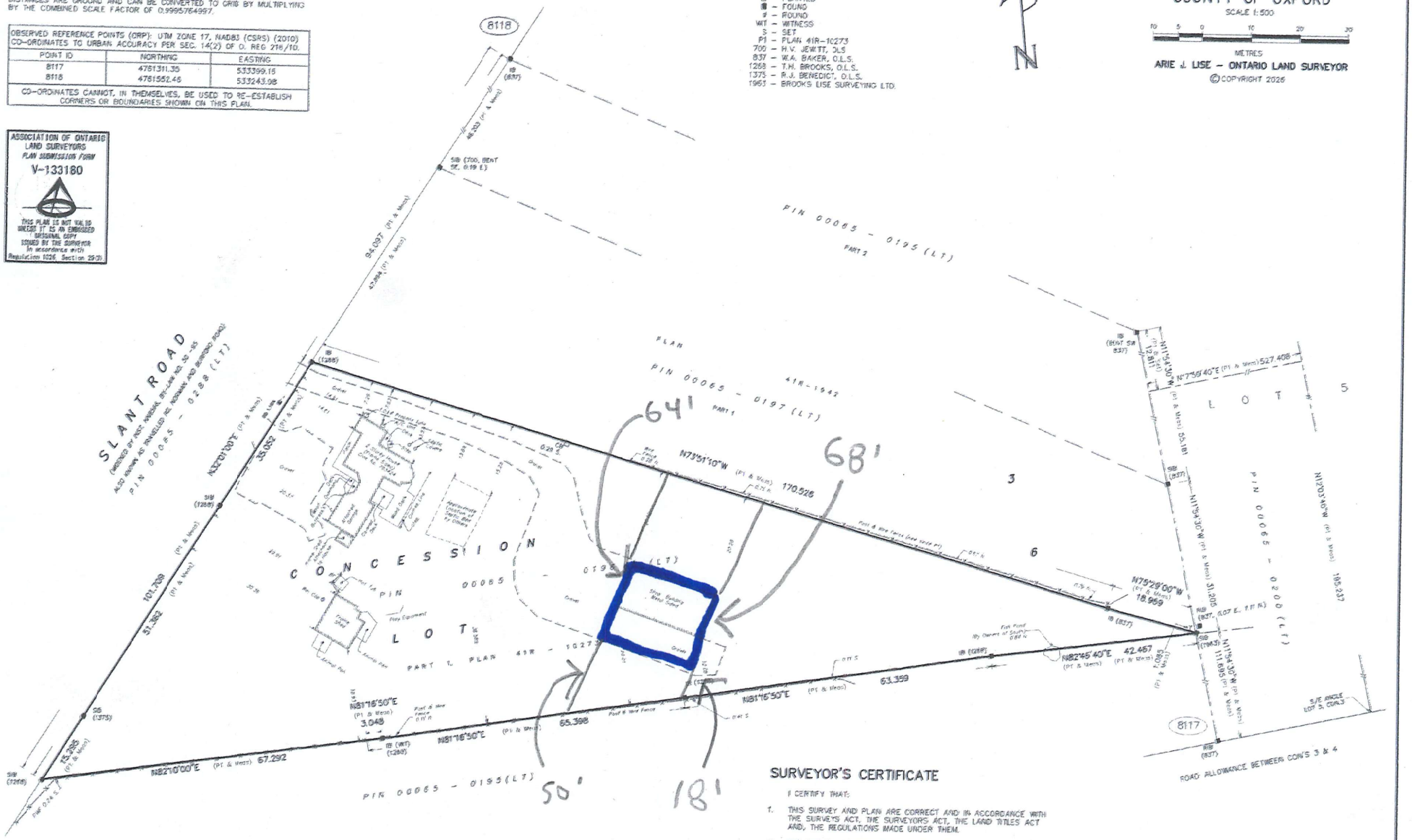
OF PART OF
LOT 6
CONCESSION 3
(GEOGRAPHIC TOWNSHIP OF NORTH NORWICH)
TOWNSHIP OF NORWICH
COUNTY OF OXFORD

SCALE 1:500

10 5 0 10 20 30
METRES

ARIE J. LISE – ONTARIO LAND SURVEYOR

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SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND, THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 27TH DAY OF MAY, 2026.

MAY 27, 2026
DATE

ARIE J. LISE
ONTARIO LAND SURVEYOR

BROOKS LISE SURVEYING LTD
ONTARIO LAND SURVEYORS
UNIT 1-17 WELLINGTON ST. NORTH, WOODSTOCK, ON, N4S 6P1
TEL. 519-539-8089 EMAIL: brookslise@bellnet.ca

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DRAWING: TW/DRG | CHECKING: AJL | CREW CHIEF: JS

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