

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, April 2, 2026

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and virtually via livestream, on Thursday, April 2, 2026, at 9:30 a.m. with the following individuals:

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

The meeting was called to order at 9:34am.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

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

*"The Minutes of the Meeting of March 5, 2026, be approved as amended, printed and circulated."*

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

None.

APPLICATIONS FOR CONSENT:

B16-29-6X – Brian Conn and Pamela Loucks-Conn  
(Pt Lt 21, Conc. 2 (West Oxford), Pt 1, 41R9448, Town of Ingersoll)

No one was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The applicants are proposing to cancel a previous

consent that was granted on September 1, 2016 (File B16-29-6), which facilitated the severance of the subject lands from the lands to the south. Subsequent to this approval, the retained lands from this consent were developed through a residential plan of subdivision and a single detached dwelling was constructed on the subject lands.

In 2025 a consent was conditionally granted to facilitate a rear yard lot addition to the subject lands from the adjacent lands at 60 Clark Road East (File B25-36-6, also owned by the applicants), however given that the subject lands (being the lot to be enlarged from File B25-36 6) will not merge as they were created by consent and subject to the 'once a consent, always a consent' rule, the cancellation certificate has now been requested to facilitate the proposed lot addition.

The subject lands are approximately 1,588.5 m<sup>2</sup> (17,099 f<sup>2</sup>) in size, with approximately 25 m (82 ft) of frontage on Clark Road East and a depth of approximately 64.7 m (212.2 ft). The subject lands contain an existing single detached dwelling built in 2021 as per assessment records on file and surrounding land uses are predominately single detached dwelling on the south side of Clark Road, with the Ingersoll Golf Course located to the north, which has been granted draft approval for a residential plan of subdivision.

The subject lands are described as Part Lot 21, Concession 2 (West Oxford) in the Town of Ingersoll. The subject lands are located on the south side of Clark Road East, lying between Cash Crescent and Whiting Street and are municipally known as 58 Clark Road East, Ingersoll.

Overall Planning Staff are supportive of the application and recommend approval.

In response to G. Brumby, H. St. Clair stated that this is a cancellation certificate to allow a merging of property.

No further comments or concerns were received from the Committee.

#### B16-29-6X

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

*'Granted'*

#### REASONS:

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

CARRIED.

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#### B25-45-6 – Tru-Built Construction Inc. (Pt Lt 21, Conc. 1 (West Oxford) d/a Pts 1 & 2, 41R5311, Town of Ingersoll)

Mark Burke, the agent, was present to speak to the application.  
Troy Harrett, the owner, was present to hear the application.  
James and Jennie Palmer, neighbouring property owners, were present to hear the application.

H. St. Clair presented the Staff report. The County of Oxford Land Division Committee has received an application for consent to create one new residential parcel for the future development of a four unit multiple-unit residential dwelling and the retention of a lot containing an existing single detached dwelling. It is proposed that the lot to be severed will be 645 m<sup>2</sup> (6,942.9 f<sup>2</sup>) in size with 21.6 m (70.8 ft) of frontage on Clark Road East and a depth of 30.5 m (100 ft). The lot to be severed is currently vacant and would be subject to a rezoning prior to the development of the proposed

four unit multiple-unit dwelling (File ZN6-25 07), which will be considered at a future date.

It is proposed that the lot to be retained will be 1,100 m<sup>2</sup> (11,840.6 ft<sup>2</sup>) in size with 35.8 m (117.4 ft) of frontage on Clark Road East and a depth of 30.5 m (100 ft). The lot to be retained contains an existing single detached dwelling that will remain.

The subject lands are legally described as Part Lot 21, Concession 1, West Oxford in the Town of Ingersoll. The subject lands are located on the north side of Clark Road East, lying between Thames Street South and Whiting Street and are municipally known as 65 Clark Road East in the Town of Ingersoll.

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

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

In response to G. Brumby, H. St. Clair noted that the lot to be severed would exceed the minimum lot area requirement for four units in the R3 zone.

No further comments or questions were received from the Committee.

B25-45-6

Moved by: L. Bartlett  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The lot to be severed be rezoned, to the satisfaction of the Town of Ingersoll.
2. 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. To this end, each property must be serviced independently and any/all services crossing the proposed property line be disconnected, to the satisfaction of the Oxford County Public Works Department.
3. If required, the Owner shall submit a grading plan, prepared by a Professional Engineer or Ontario Land Surveyor, for both the lot to be severed and retained to demonstrate that all surface run-off is fully contained, does not negatively impact on adjoining property, is directed away from all existing and future buildings and is directed to an adequate stormwater outlet, to the satisfaction of the Town of Ingersoll.
4. If required, the Owner shall submit a servicing plan to confirm of the location of any overhead or underground services installed to the severed and retained lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created, to the satisfaction of the Town of Ingersoll.
5. A financial security deposit will be required, in accordance with the Town of Ingersoll Development Agreement Security Policy, to the satisfaction of the Town of Ingersoll.
6. The owner shall submit a recent survey of both the severed and retained lots to confirm lot sizes and setbacks to existing buildings, to the satisfaction of the Town of Ingersoll.
7. The owner is to provide the payment of cash-in-lieu of parkland for the creation of the new lots, to the satisfaction of the Town of Ingersoll.
8. 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.

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

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the application.

CARRIED.

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B25-74-8; B25-75-8; B25-76-8; B25-77-8 – Oxford Builders Inc.  
(Pt Lt 10, Pt 1 and Pt Lt 9, Pt 3 S/S Park Row, Plan 86, 41R10604, City of Woodstock)

No one was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of these applications is to sever 5 townhouse dwelling units (that are currently under construction) into separately conveyable lots. Access easements are proposed between lots 4 and 3 and between lots 2 and 1 to provide each owner with access to their rear yards. The lot to be retained is the most westerly lot and has an approximate frontage of 8.8 m (29 ft); proposed lot 1 has an approximate frontage of 8.7 m (28.7 ft); proposed lot 2 has an approximate frontage of 6.8 m (22.2 ft); proposed lot 3 has an approximate frontage of 6.7 m (22.1 ft); and proposed lot 4 has an approximate frontage of 6.7 m (22.1 ft). All of the proposed lots have an approximate depth of 35 m (114.8 ft), ranging from 35.5 m to 34.5 m.

The subject land is described as Part Lot 9 and 10, S/S Park Row, Plan 86, Parts 1 and 3, 41R10604, and is located on the south side of Park Row, between Ingersoll Road and Canrobert Street in the City of Woodstock.

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

No comments or concerns were received from the Committee.

B25-74-8

Moved by: C. Van Haastert  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.

2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water & sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. All properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
4. The owner shall provide a draft copy of the required access easement agreements to be reviewed to the satisfaction of the City of Woodstock.
5. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

B25-75-8

Moved by: C. Van Haastert  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water & sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. All properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
4. The owner shall provide a draft copy of the required access easement agreements to be

reviewed to the satisfaction of the City of Woodstock.

5. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

B25-76-8

Moved by: C. Van Haastert  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water & sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. All properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
4. The owner shall provide a draft copy of the required access easement agreements to be reviewed to the satisfaction of the City of Woodstock.
5. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
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 two years from the date of the mailing of this Notice of Decision. If the said

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

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

B25-77-8

Moved by: C. Van Haastert  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water & sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. All properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
4. The owner shall provide a draft copy of the required access easement agreements to be reviewed to the satisfaction of the City of Woodstock.
5. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
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 two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this

application.

CARRIED.

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B25-78-2 – Tyler and Andrea McKay

(E ½ Lt 15, Conc. 12 (East Zorra) lying E of Pt 7 OXR19, Township of East Zorra-Tavistock)

Tyler McKay, the owner, was present to speak to the application.  
Mark and Ken Verkuyl were present to hear the application.

H. St. Clair reviewed the staff Planning report. The Application for Consent proposes to facilitate an agricultural lot addition and the retention of a surplus dwelling on a lot for non-farm rural residential purposes. The lot to be severed comprises approximately 25.4 ha (63 ac), is in agricultural production, and contains two equipment storage buildings. It is proposed that the lot to be severed will be added to the lot to the immediate south. The lot to be enlarged is currently 39.6 ha (98 ac) in size, is also in agricultural production, and contains a livestock barn and a shed.

It is proposed that the lot to be retained will be 0.8 ha (2 ac) in size and will contain an existing single detached dwelling, a pool, and two accessory buildings. If Severance Application B25-78-2 is approved by the Land Division Committee then the applicant will be required to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' to recognize the new use of the subject lands for non-farm rural residential purposes. A special provision is required to permit a reduction in minimum lot frontage.

The subject lands are described as East ½ Lot 15, Concession 12 (East Zorra) Lying East of Part 7, Oxford Road 19. The lands are located at the southwest corner of the 13th Line and Braemar Sideroad intersection. The subject lands are currently municipally addressed as 615899 13th Line.

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

T. McKay understood and accepted all conditions and had no questions or concerns.

In response to C. Van Haastert, H. St. Clair noted that the intention is to disconnect the hydro to those buildings so the Township would like that included as a condition. If the new owner of the property wanted to reconnect it in the future that would be something they could establish separately through Ontario Hydro.

In response to D. Matheson, H. St. Clair stated that yes, the easement would be registered on title and remain in perpetuity for as long as the owners both agreed that it remain. If both owners decided in the future to remove it they could speak with their lawyers to have it expunged.

In response to A. Tenhove, H. St. Clair noted that essentially the recommended conditions should be applied, however the "if required" wording is included to provide the clearing agency with some flexibility as to how they clear the condition. If for some reason they decide that they don't need the agreement or the easement, then they have the ability to clear the condition at their discretion.

There were no further comments or concerns received from the Committee.

B25-78-2

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

*'Granted'*

CONDITIONS:

1. The lot to be retained be appropriately zoned to the satisfaction of the Township of East

Zorra-Tavistock.

2. The parcel intended to be severed be conveyed to the abutting landowner to the immediate south and be consolidated with said Owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
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 and the structures on the lot to be severed within the proximity of the proposed lot lines 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 buildings on the lot to be severed have been converted to no longer have the ability to house livestock, to the satisfaction of the Township of East Zorra-Tavistock.
7. The Owners shall demonstrate that the storage buildings on the lot to be severed are no longer serviced by the hydro lines located on the lot to be retained, to the satisfaction of the Township of East Zorra-Tavistock.
8. The Owners shall demonstrate that the existing agricultural concrete pad south of the proposed retained residential lot has been removed to the satisfaction of the Township of East Zorra-Tavistock.
9. A sight triangle measuring 7 m x 7 m (22.9 ft x 22.9 ft) located at the corner of 13th Line and Braemar Sideroad on the lot to be severed be dedicated to the Township of East Zorra-Tavistock, free of all costs and encumbrances, to the satisfaction of the Township.
10. If required, an Easement Agreement for the shared access shall be established over the lot to be retained in favour of the lots to be severed and enlarged, to the satisfaction of the Township of East Zorra-Tavistock. A draft copy of the Easement Agreement shall be provided to the Township of East Zorra-Tavistock and the Secretary-Treasurer of the Land Division Committee, prior to registration. The Owners shall provide a written Undertaking that the Easement Agreement shall be registered on title.
11. 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.
12. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the

application.

CARRIED.

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B25-79-3 – 1000290604 Ontario Inc.  
(Pt Lt 8, Conc. 5 (North Norwich), Township of Norwich)

Mia Xue and Chong Zhou were present online to speak to the application.

H. St. Clair presented the Staff report. The purpose of this application is to create a vacant commercial lot in the Village of Norwich. The lot to be severed is proposed to be approximately 0.95 ha (2.35 ac) in area with 93.7 m (307.4 ft) of frontage on Highway 59. No development is proposed on the lot to be severed at this time.

The lot to be retained will be approximately 0.63 ha (1.55 ac) in size with 62.5 m (205 ft) of frontage on Highway 59. It is proposed that the lot to be retained will be developed with a gas station, convenience store and two restaurants, one containing a drive-thru.

The subject lands are described as Part of Lot 8, Concession 5 (North Norwich), in the Township of Norwich. The subject lands are located at the northwest corner of Highway 59 and Airport Road and are municipally known as 773085 Highway 59, Village of Norwich.

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

Mia Xue and Chong Zhou had no comments or concerns and understood and accepted the noted conditions.

The Committee had no comments or questions.

B25-79-3

Moved by: L. Martin  
Seconded by: C. Van Haastert

*'Granted'*

CONDITIONS:

1. If required, the Owner enters into a standard Severance Agreement with the Township of Norwich, to the satisfaction of the Township.
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 Norwich.
3. A road widening of 3 m (9.8 ft) along the frontage of the lot to be retained along Airport Road be dedicated to the Township of Norwich, free of all costs and encumbrances, 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, services and otherwise, have been complied with.
5. A road widening of 3 m (9.8 ft) along the frontage of the lot to be severed and the lot to be retained along Highway 59 be dedicated to the County of Oxford, free of all costs and encumbrances, to the satisfaction of the County of Oxford Public Works Department.
6. A sight triangle measuring 15 m x 15 m (49.2 ft x 49.2 ft) located at the corner of Highway

59 and Airport Road on the lot to be retained be conveyed to the County of Oxford, free and clear of all costs and encumbrances, to the satisfaction of the County of Oxford Public Works Department.

7. The Owner shall satisfy all requirements, financial and otherwise, of the County, regarding the installation of water and sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department.
8. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The 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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B26-01-8 – Mark and Andrea Burke  
(N ½ Lt 23, Plan 77, City of Woodstock)

Mark Burke was present to speak to the application.

H. St. Clair presented the Staff report. The application for consent seeks to sever a lot with a width of 19.9 m (65.3 ft), depth of 34.1 m (112 ft), area of 680.6 m<sup>2</sup> (7,326.2 ft<sup>2</sup>) to be added to a lot to the north with a frontage of 19.8 m (64.9 m), a depth of 101.3 m (332.3 ft) and area of 2,726 m<sup>2</sup> (29,343.4 ft<sup>2</sup>), and retain a lot with a frontage of 20 m (65.5 ft), depth of 67.5 m (221.5 ft), and area of 1,358.4 m<sup>2</sup> (14,622.2 ft<sup>2</sup>). The intent of the application is to sever a portion of the rear-yard of an existing dwelling and add it to an adjoining lot to the north (that also contains a single detached dwelling).

The subject lands front on the west side of Finkle Street, lying between Spencer Street and Parkinson Road, and are legally described as North ½ of Lot 23, Plan 77, in the City of Woodstock, known municipally as 310 Finkle Street.

Overall Planning staff are satisfied that the applicant's proposal is consistent with the policies of the Provincial Planning Statement and Official Plan and can be supported from a Planning perspective and recommend approval subject to the conditions noted in the Staff report.

M. Burke had no questions or concerns and understood and accepted the noted conditions.

In response to D. Paron, M. Burke stated that the main reason for creating this property shape is for drainage. The topography and natural spring that cuts through the property creates some natural reasons for this property shape and the need to maintain the proper drainage. They plan to sell the retained lands. With family living in the surrounding properties this shape also creates a natural land bridge between those properties.

The Committee had no further comments or questions.

B26-01-8

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

*'Granted'*

CONDITIONS:

1. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained, severed and lot to be enlarged. 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 owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner shall submit a recent survey prepared by an OLS to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
4. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B26-03-4 – S.A.M.I. Holdings Ltd.

(Pt Lt 3, Plan 501; Pt Rdal Btn Lt 1 & The Gore West Oxford closed by 214016, Township of South-West Oxford)

Dan Currie, the agent, was present to speak to the application.  
Asier Ania, Alexander Irnes, and Andali Purohit were present to hear the application.

H. St. Clair presented the Staff report. The purpose of this application is to permit a lease agreement to extend beyond 21 years, in order to facilitate the development of the recently approved Battery Energy Storage System (BESS) project, to be located on the subject lands. No new lot creation is being proposed as part of this application. The lands zoned for the battery storage use comprise approximately 5.5 ha (13.5 ac) of the subject property and are generally identified on the attached mapping.

The subject lands are described as Part Lot 1 and Part Lot 3, Concession 2, are located on the northwest side of the street between Mill Street and Dodge Line, and are municipally known as 545021 Clarke Road, Township of South-West Oxford.

Overall Planning staff are satisfied that the applicant's proposal is consistent with the policies of the Provincial Planning Statement and Official Plan and can be supported from a Planning perspective and recommend approval subject to the conditions noted in the Staff report.

D. Currie had no concerns and understood and accepted the noted conditions.

In response to C. Van Haastert, H. St. Clair noted that if the lease was to go over the 25 year approved timeline, depending on the circumstances, they would need permission from the Land Division Committee to extend the lease beyond the term provided by this Consent.

D. Currie added that the intent of the request is to go to 25 years, however if things change and the use was to continue, they are aware that they would need further approvals to continue. He also noted that the agreement with the Ministry is for less than that.

In response to G. Brumby, D. Currie noted that the battery facility is set to be installed in part of the pit that has been extracted already. There are subsequent phases of the extraction process on the balance of the lands. Once the battery facility is no longer needed, the area where it sits would remain within an existing aggregate operation until all of that aggregate is extracted and the lands are rehabilitated as a whole.

In response to G. Brumby, D. Currie noted that the aggregate operation will still continue in specific licensed areas that are currently being extracted and in their plan for future phases of that extraction. The battery site, its location, and the organization has been designed purposely to allow both uses to continue and operate at the same time and with no conflict. That has been part of the process that was worked through with the County and the Township on the municipal site plan as well as the province on the aggregate resources act site plan as well.

In response to G. Brumby, D. Currie stated that the owner of the lands holds the license, but it is a different operator.

In response to D. Paron, D. Currie noted that the EBR posting is for something different and they are not tied together.

In response to D. Paron, D. Currie stated that the applicants have a license to extract the aggregate resources on the lands, the lease for the Consent application is simply to allow the battery energy storage facility to remain within that approved zoning bylaw amendment area outlined to go beyond the 21 years permitted in the Planning Act. That is the lease that is between Boralex who will be developing the battery energy storage solution with the landowner.

In response to A. Tenhove, D. Currie noted that as part of the approval process right from the initial application, they have been working with the County and the local area municipalities to come up with a Community Response Plan to address emergency issues should there be any fire or emergency situation like that. This includes concerns related to access, ability for the fire department to respond as well as clean-up and considerations. All of this has been addressed in their site plan approval process and the emergency response plan that was prepared.

The Committee had no further comments or questions.

B26-03-4

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

*'Granted'*

CONDITIONS:

1. That the approval of the consent for lease is for the purpose of facilitating a long-term lease agreement for a Battery Energy Storage System for a period of 25 years, and shall not, at any point, create a separate parcel capable of being conveyed from the broader 'ME' zoned property.
2. That any additional transactions with regard to the subject parcel must comply with Section 50(3) of the Planning Act, R.S.O., 1990 as amended, and be reflected on the certificate.
3. The Owner shall provide a draft lease agreement for review by the Secretary-Treasurer of the Land Division Committee and that the Owner shall agree to register the approved lease agreement on the title of the property, to the satisfaction of the County of Oxford.
4. That 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.
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 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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On the motion of L. Martin the Land Division Committee meeting adjourned at 10:53 am.

*"Original Signed by"*

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CHAIRPERSON