

## PUBLIC NOTICE

pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended

### APPLICATION FOR ZONE CHANGE in the TOWNSHIP OF SOUTH-WEST OXFORD

Township of South-West Oxford  
312915 Dereham Line  
Mt. Elgin, ON N0J 1N0  
Telephone: 519-877-2702

**DATE:** Wednesday, June 24, 2026

**FILE:** ZN 4-26-03 (Township of South-West Oxford)

#### **Purpose and Effect of the Proposed Zone Change**

The purpose of this application is to rezone the subject lands from 'Residential Type 1 Zone (R1) to 'Special Institutional Zone (I-sp)' to facilitate the construction of the new Township of South-West Oxford Administration Building which will also contain a Public Library and Child Care facilities. Site-specific provisions have been requested to reduce the required exterior side yard from 10 m (32.8 ft) to 7.6 m (25 ft), permit off-site parking, reduce the number of parking spaces required from 86 to 23, and reduce the number of on-site accessible parking spaces from 4 to 3. All required parking spaces and accessible parking spaces will be provided on adjacent lots owned by the Township of South-West Oxford.

The subject lands are identified as Part Lot 11, Concession 5 (Dereham) and Block 38 Plan 41M404. The lands are located on the south side of Mount Elgin Road, between Elgin Drive and Peggy Avenue and known municipally as 324058 Mount Elgin Road.

#### **Public Meeting**

The Council of the Township of South-West Oxford will hold a public meeting to consider the proposed Zone Change on:

**Date:** Tuesday, July 14, 2026  
**Time:** 9:00 a.m.  
**Place:** Township Office, 312915 Dereham Line, Mount Elgin, ON N0J 1N0

Council and staff are encouraging residents to provide written comments in advance of the meeting to [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca). Comments may also be submitted in writing, by mail or drop box at the Township office, or over the phone by calling 519-539-9800, ext. 3912. All written and verbal comments received will be read out loud for Council's consideration. Comments received may become part of the public agenda.

If you wish to speak as part of the public meeting, we ask that you please register ahead of time by contacting the Clerk's office at **519-485-0477 ext. 7027** or [clerk@swox.org](mailto:clerk@swox.org). Requests to participate in the meeting should be received by 4:30 p.m. on Thursday, July 9, 2026.

**Other Planning Act Applications: None**

Please be advised that Council may approve, modify or refuse the requested application at the meeting. If you do not attend or are not represented at the meeting, the Council may proceed and may not advise you of any proposed modifications.

If you wish to be notified of the decision of the Township of South-West Oxford on the proposed amendment, you must make a written request to either the Clerk of the Township of South-West Oxford or to [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca).

In order to appeal a decision of the Township of South-West Oxford to the Ontario Land Tribunal, eligibility requirements must be met as outlined in the Planning Act, R.S.O. 1990, as amended. If a specified person or public body would otherwise have an ability to appeal the decision of Township of South-West Oxford to the Ontario Land Tribunal but does not make oral submissions at a public meeting or make written submissions to Township of South-West Oxford or the County of Oxford before the amendment is adopted, the specified person or public body is not entitled to appeal the decision. Third party appeals of any decision are not permitted.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of South-West Oxford or the County of Oxford before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Additional information relating to the proposed amendment is available for review at the County of Oxford Community

Planning Office at the address below, Monday – Friday, 8:30 a.m. to 4:30 p.m., or by visiting the Community Planning website at [www.oxfordcounty.ca/en/services-for-you/land-use-development.aspx](http://www.oxfordcounty.ca/en/services-for-you/land-use-development.aspx). If you have any questions regarding the above-noted application and how to preserve your appeal rights, please contact **Laurel Davies Snyder, Development Planner**, Community Planning Office (**519-539-9800 ext. 3217**). Written comments may be forwarded to the address below or emailed to: [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca). Please include the applicant's name and our File Number on all correspondence.

Yours truly,



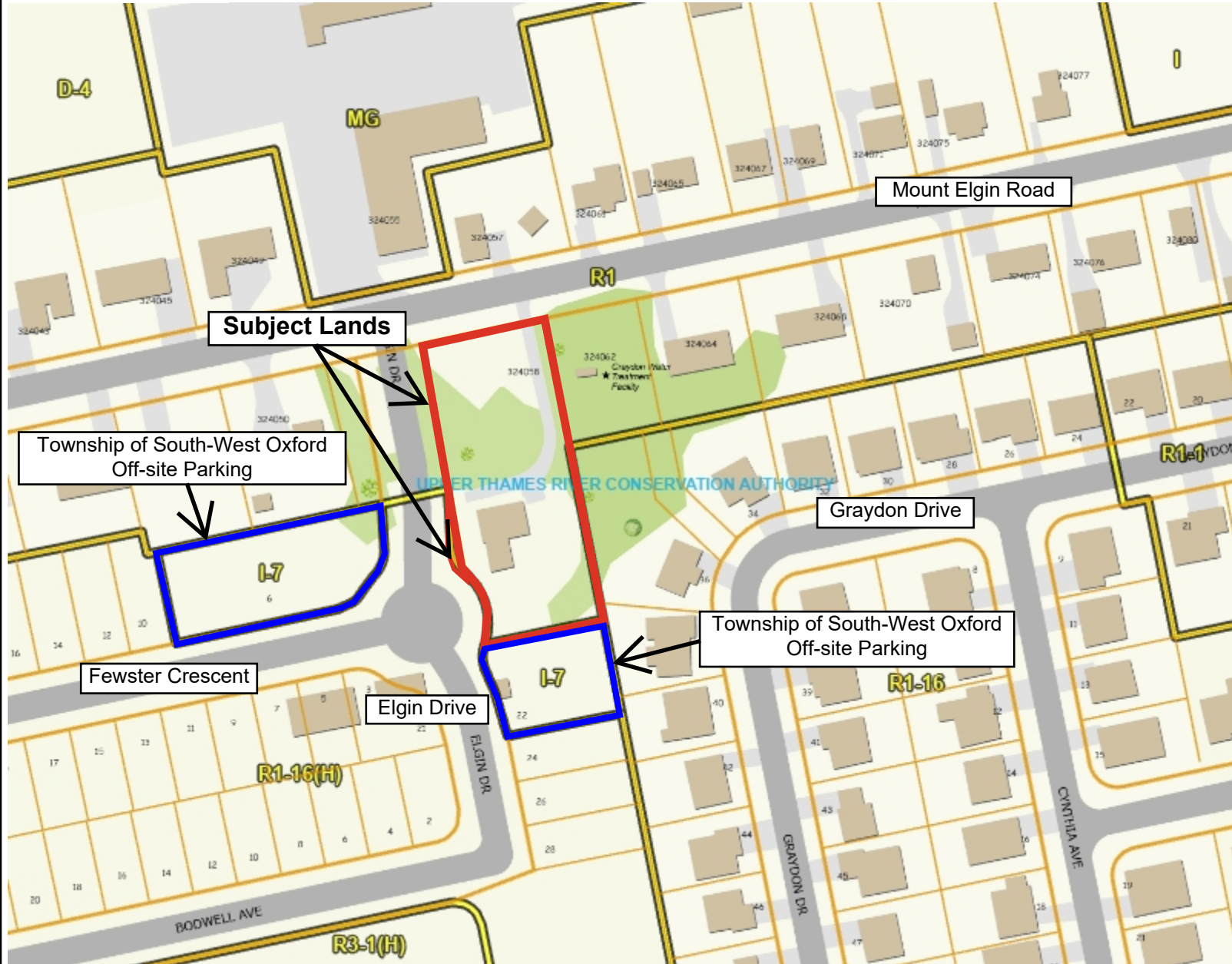
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Heather St.Clair, MCIP, RPP  
Senior Development Planner  
Community Planning Office  
County of Oxford  
21 Reeve Street  
Woodstock ON N4S 3G1  
Telephone: 519-539-9800 / Fax 519-421-4712

**Plate 1: Location Map with Existing Zoning**

File No.: ZN 4-26-03 (Township of South-West Oxford)

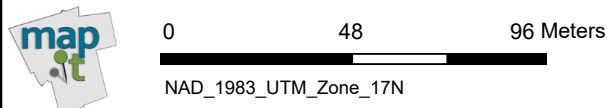
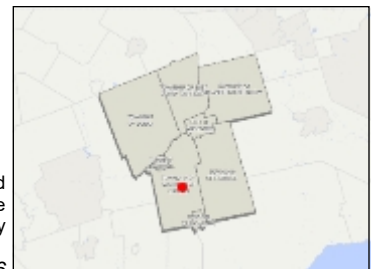
Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M404, 324058 Mount Elgin Road, Township of South-West Oxford



**Legend**

- Parcel Lines
- Municipal Boundary
- Property Boundary
- Assessment Boundary
- Road
- Unit
- Conservation Authority
- Watersheds
- 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**



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

April 24, 2026