

To: Chair and Members of Oxford County Land Division Committee

From: Adam Gignac, Development Planner, Community Planning

Application for Consent B26-22-8 – Cheryl Tamburri

REPORT HIGHLIGHTS

- The application for consent is proposing to sever lands the subject lands to allow for an existing semi-detached dwelling on two separately conveyable lots.
- Planning staff are recommending approval of the application as it is consistent with the Provincial Planning Statement and maintains the intent and purpose of the Official Plan respecting residential development in Low Density Residential Areas.

DISCUSSION

Background

OWNER/APPLICANT: Cheryl Lynn Tamburri
27 Cronyn Street, Woodstock, ON N4S 3T4

LOCATION:

The subject lands are described as Part Lot 21 W/S Norwich Avenue, Plan 189 as in 293575 in the City of Woodstock. The lands are located on the east side of Cronyn Street, between Cedar Street to the south and Dufferin Street to the north and are municipally known as 25 and 27 Cronyn Street.

COUNTY OF OXFORD OFFICIAL PLAN:

| | | |
|----------------|---|---------------------------|
| Schedule “W-1” | City of Woodstock Land Use Plan | ‘Residential’ |
| Schedule “W-3” | City of Woodstock Residential Density Plan | ‘Low Density Residential’ |

MUNICIPALITY ZONING BY-LAW 8626-10:

Existing Zoning: ‘Residential Zone 2 (R2)’

SERVICES: Lot to be Severed: municipal sanitary and sewer
 Lot to be Retained: municipal sanitary and sewer

ROAD ACCESS: Paved, municipal road (Cronyn Street)

PROPOSAL:

| | <u>SEVERED LOT</u> | <u>RETAINED LOT</u> |
|----------|--|--|
| Area | 345.6 m ² (3720 ft ²) | 356.3 m ² (3835.2 ft ²) |
| Frontage | 10.7 m (35.1 ft) | 10.7 m (35.1 ft) |
| Depth | 32.3 m (106 ft) | 33.3 m (109.3 ft) |

The purpose of the application for consent is to sever a portion of the subject lands into a new lot to support each half of an existing semi-detached dwelling. No additional development is being proposed with this application.

The subject lands contain an existing semi-detached dwelling (circ. 2017). Surrounding lands are generally low-density residential uses with the New Apostolic Church to the south along Corwyn Street. Cedar Street to the southwest contains some service commercial uses.

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

Plate 2, Aerial Map (2025) with Existing Zoning, provides an aerial view of the subject lands and surrounding uses as existing in the Spring of 2025.

Plate 3, Applicant's Sketch, identifies the lots to be severed and retained and the existing semi-detached dwelling, as provided by the applicant.

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.

According to Section 2.1.4, to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and
- maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approve or registered plans.

Further, according to Section 2.1.6, planning authorities should support the achievement of complete communities by:

- accommodating an appropriate range of mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
- improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

Section 2.2 provides that planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the immediate area by:

- a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
- b) permitting and facilitating:
 1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;
- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
- d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

Section 2.3.1 directs that settlement areas shall be the focus of growth and development. Further, according to Section 2.3.1.2, land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land, resources, existing and planned infrastructure and public service facilities. Further, Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

OFFICIAL PLAN

The subject property is located within the 'Low Density Residential' district according to the City of Woodstock Residential Density Plan, as contained in the Official Plan. Low-density residential areas include those lands that are primarily developed or planned for a variety of low-rise, low-density housing forms including single detached dwellings, semi-detached dwellings, duplex, converted dwellings, quadraplexes, townhouses, low-density cluster development and low-rise apartments. In these districts, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

Section 7.2.4.1.1 – Street Oriented Infill, notes that the introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be consistent with the characteristics of existing development on both sides of the same street. In order that the street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the County Land Division Committee and City Council will ensure that:

- the proposal is compatible with the street frontage, setbacks, lot area and spacing of existing development within a two block area on the same street;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area;
- the proposal will comply with the requirements of Section 7.2.4.1.4.

ZONING BY-LAW

The subject lands are zoned 'Residential Type 2 Zone (R2)' according to the City's Zoning By-law. The 'R2' zone permits a single-detached dwelling, semi-detached dwelling, a home occupation, a duplex dwelling, a bed and breakfast establishment, and an additional residential unit subject to Section 5.2.8. The proposed severed and retained parcels appear to meet the relevant zoning provisions for lot area, lot frontage, and lot depth.

AGENCY COMMENTS

The Oxford County Public Works Department provided the following comment:

If approved, a condition of severance shall be that the owner agrees to satisfy all requirements, financial and otherwise, of the County, regarding the installation of water & sanitary sewer services, to the satisfaction of the County. Both 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.

The City of Woodstock Engineering Department (Building Division) provided the following comments:

1. The applicant should verify the actual lot dimensions through an Ontario Land Surveyor as the application details are derived from a sketch.
2. The site is zoned R2 where a semi-detached dwelling house has been constructed.

If approved, please include the following conditions in the Notice of Decision for Consent.

- 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.
- The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
- The Owner shall submit a recent draft R-Plan prepared by an OLS to confirm lot sizes to the satisfaction of the City of Woodstock.

Comments were also received from Hydro One, the City of Woodstock's Economic Development Officer, and the Upper Thames River Conservation Authority, who indicated they had no objections or concerns with the proposal.

PUBLIC CONSULTATION

Notice of this proposal was provided to the public and surrounding property owners on June 18th, 2026, in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns have been received from the public.

Planning Analysis

The purpose of the consent application is to sever an existing semi-detached dwelling to create two separately conveyable lots with one dwelling unit on each lot.

With respect to the PPS, the proposal is consistent with the intensification, redevelopment, and housing policies as the application is considered an efficient use of land and municipal infrastructure within a serviced settlement area and represents an appropriate density for housing that makes efficient use of existing municipal services.

With respect to the relevant Official Plan policies for Low Density Residential areas, staff are of the opinion that the proposal is part of street-oriented infill and intensification that is supported by the Official Plan. This area of the city is characterized by a variety of lot sizes and the lot area and lot frontage of the proposed severed and retained lots are compatible with other lots and development in the area in this regard. The proposed lot configurations are appropriate as they provide adequately sized lots to support each existing semi-detached dwelling on the proposed lots.

Planning staff are of the opinion that the proposed severance, for the reasons above, can be supported and are appropriate.

RECOMMENDATIONS

Whereas the application for consent is consistent with the 2024 Provincial Planning Statement, complies with the County of Oxford Official Plan, and the lands are appropriately zoned, we are of the opinion that the application is acceptable from a planning perspective, and should be granted, subject to the following conditions:

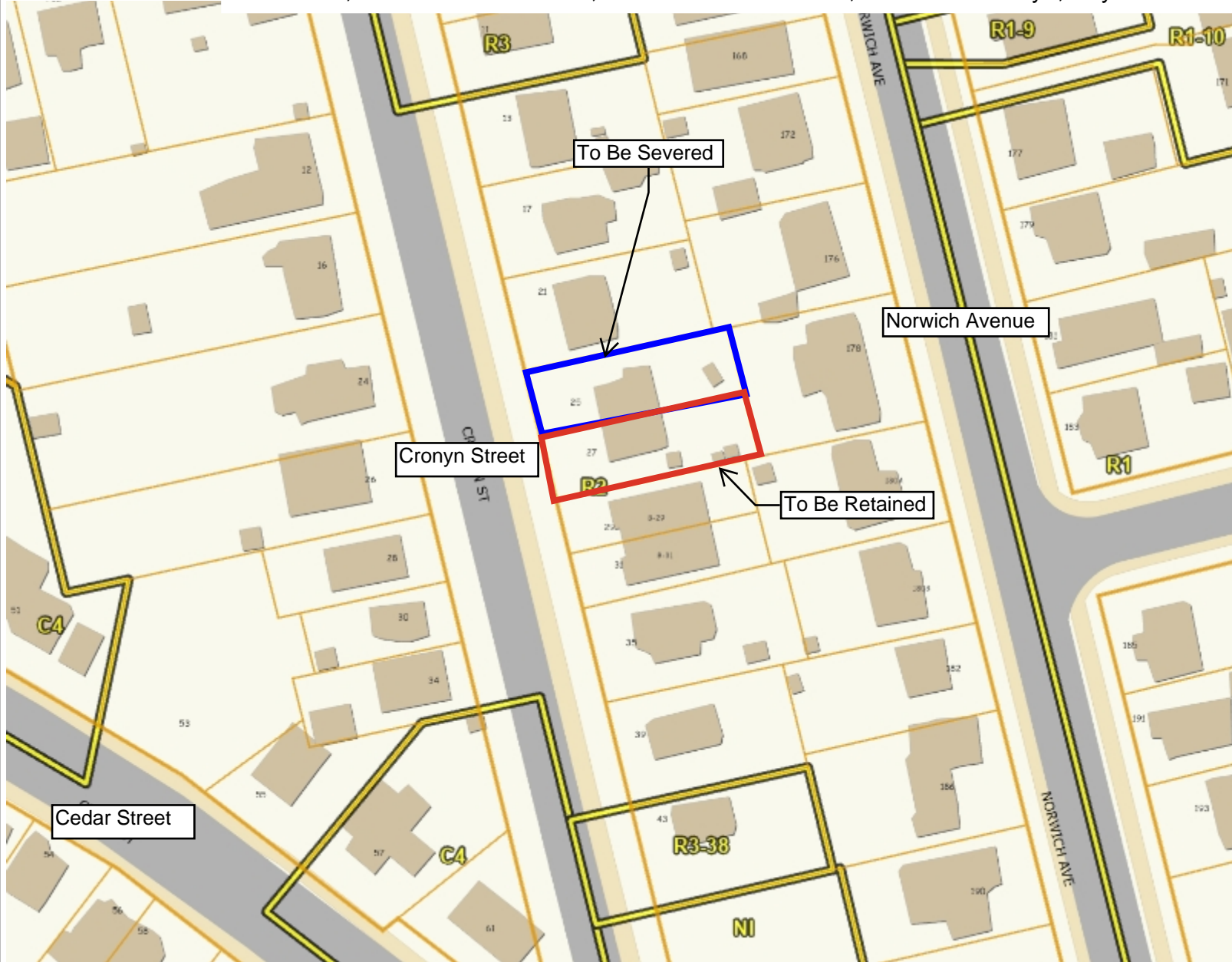
- 1. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or easements created. Any proposed easements shall be reviewed by the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

- 3. The owner shall satisfy all requirements, financial and otherwise, of the County, regarding the installation of water & sanitary sewer services, to the satisfaction of Oxford County Public Works Department.
- 4. 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.
- 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.

SIGNATURES

Authored by: Original Signed By Adam Gignac
Development Planner

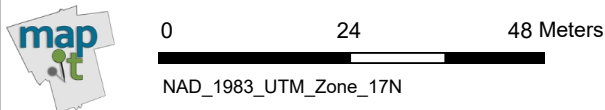
Approved for submission: Original Signed By Eric Gilbert, MCIP, RPP
Manager of Development Planning



Legend

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

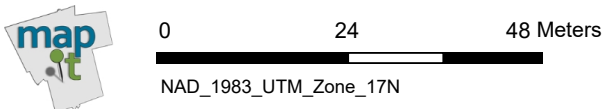
May 11, 2026



Legend

- Parcel Lines**
 - Municipal Boundary
 - Property Boundary
 - Assessment Boundary
 - Road
 - Unit
- Zoning Floodlines Regulation Limit**
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Notes



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May 11, 2026

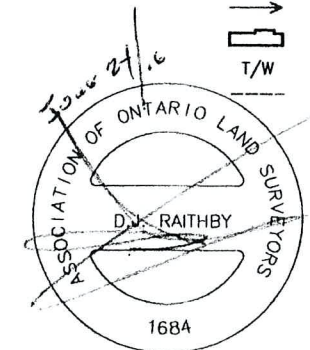
IT IS THE RESPONSIBILITY OF THE PLAN USER TO INFORM THEMSELVES OF THE EXACT LOCATION OF AND ASSUME ALL LIABILITY FOR DAMAGE TO ALL POLE LINES, CONDUITS, WATERMANS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES BEFORE COMMENCING WORK. SUCH UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE DRAWING AND WHERE SHOWN THE ACCURACY OF THEIR POSITION IS NOT GUARANTEED.

CAUTION:

THIS PLAN IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR TRANSACTION OR MORTGAGE PURPOSES.

LEGEND:

- X 1000.00 PROPOSED ELEVATION
- DIRECTION OF SURFACE RUN-OFF
- ▭ PROPOSED HOUSE
- T/W TOP OF FOUNDATION WALL
- ZONING SETBACKS



VALID WHEN DATED AND SIGNED BY THE PROFESSIONAL

NOTES:

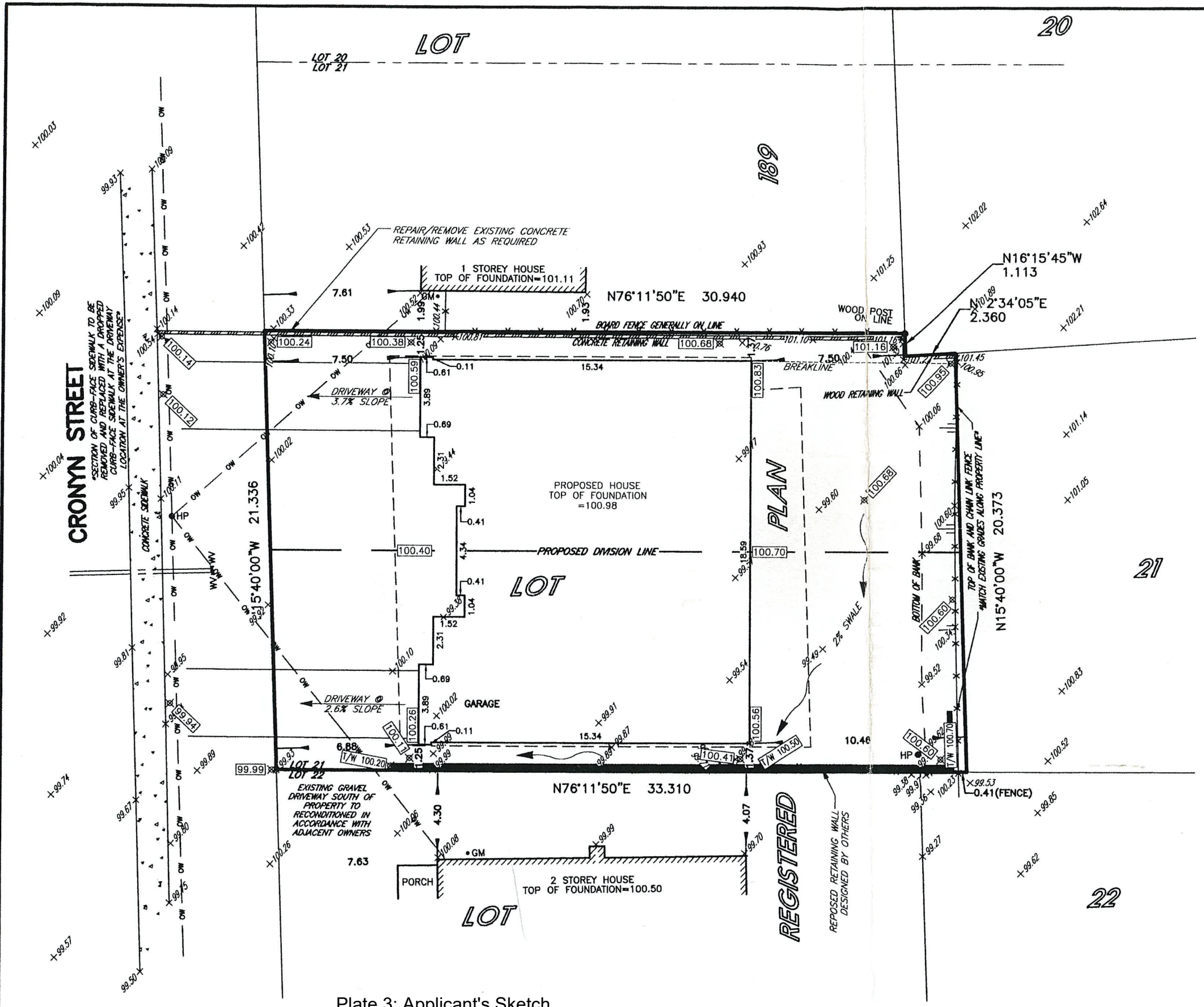
- 1.) TYPE OF BUILDING: SINGLE WITH ATTACHED GARAGE
- 2.) INVERT ELEVATION OF SANITARY SEWER: UNKNOWN SATISFACTORY FALL TO BE VERIFIED BY BUILDER PRIOR TO FOOTING POUR.
- 3.) FOOTINGS TO BE 4 FEET (1.2 METRES) MINIMUM BELOW FINISHED GRADE. (SEE ONTARIO BUILDING CODE FOR CLEARANCE TO TOP OF WALL AND OTHER REQUIREMENTS.)
- 4.) THIS PLAN WAS PREPARED FOR GRADING DESIGN ONLY.
- 5.) ALL DIMENSIONS AND ELEVATIONS ARE IN METRES UNLESS OTHERWISE NOTED.
- 6.) **BENCHMARK:** ELEVATIONS ARE ASSUMED AND ARE RELATED TO CUT CROSS IN CONCRETE SIDEWALK. ELEVATION: 100.00 METRES

| No. | REVISIONS | DATE | BY |
|-----|---|----------|-----|
| 1 | ADJUSTED HOUSE AS PER FINAL PLAN FROM DJ DESIGN | 06/24/16 | TAS |

BENEDICT RAITHBY inc.
 Surveying • Engineering
 TEL: 519-537-6212
 FAX: 519-421-0234
 871 DUNDAS STREET WOODSTOCK ONT N4S 1G8

CLIENT **CHERYL AND UB TAMBURRI**
 PROPOSED LOT GRADING PLAN FOR OF PART LOT 21, REGISTERED PLAN 189
 CRONYN STREET
 CITY OF WOODSTOCK

| | |
|---------------------|------------------------|
| DRAWN: T.A.S. | SHEET 1 OF 1 |
| CHECKED: D.J.R. | DRAWING NO. S-16-12951 |
| DATE: 2016 MAY 25 | |
| SCALE: 1:200 METRIC | |



CAUTION: STEP FOOTINGS AS REQUIRED TO PROVIDE FROST PROTECTION.

Plate 3: Applicant's Sketch
 File No.: B26-22-8: Tamburri
 Part Lot 21, W/S Norwich Avenue, Plan 189 as in 293575, 25 and 27 Cronyn, City of Woodstock

CRONYN STREET



SIDE WALK

