Report No: CP 2026-319
COMMUNITY PLANNING
Council Date: November 9, 2026

To: **Mayor and Members of Town of Ingersoll Council**

From: **Heather St. Clair, Senior Development Planner, Community Planning**

Application for Zone Change ZN6-26-03 – King Street Suites Inc. Supplementary Report

REPORT HIGHLIGHTS

- The purpose of the application for zone change is to rezone the lot to be severed and the lot to be enlarged from a recently approved consent application to facilitate the creation of two semi-detached dwelling units (without direct street facing access), as well as the creation of one basement apartment unit, with a reduction to the required lot frontage.
- The associated consent application was conditionally approved by the Oxford County Land Division Committee on August 6, 2026, to facilitate a lot addition to provide driveway access to the subject lands. The proposed rezoning is a condition of the associated consent approval.
- Planning staff are recommending in support of the application as it is generally consistent with the direction of the Provincial Planning Statement for the development of lands located within a designated settlement area and conforms to the Official Plan policy direction for lands designated 'Entrepreneurial District'.

DISCUSSION

Background

OWNER: King Street Suites Inc. (Rodney Lava)
260 Bell Street, Ingersoll ON, N5C 2P3

SOLICITOR: Derek Truelove
35 Perry Street, Woodstock ON, N4S 3C4

LOCATION:

The subject lands are described as Part Lots 4D, 5D, Block 43, Plan 279 in the Town of Ingersoll. The subject lands are located on the north side of King Street East, lying between Mill Street and Carroll Street and are municipally known as 63 and 65 King Street East, Ingersoll.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Entrepreneurial District

INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning:	'Special Entrepreneurial District (EC-1)' 'Residential Type 2 Zone (R2)'
Proposed Zoning:	'Special Residential Type 2 Zone (R2-sp)'

PROPOSAL:

The purpose of the application is to facilitate the development of two semi-detached dwelling units with one basement dwelling unit, for a total of three dwelling units on the subject lands. The associated residential lot addition, which was conditionally approved by the Oxford County Land Division Committee on August 6, 2026 (File Nos. B26-25-6 and B26-26-6), will provide road frontage to the subject lands, which is currently a vacant land-locked parcel in the Town of Ingersoll.

An easement has also been conditionally approved over the severed lands, in favour of the retained lands to allow for continued driveway access. An additional easement has been conditionally approved over the rear portion of the retained lands in favour of the subject lands to allow for additional driveway access.

The subject lands are currently vacant and contain the existing driveway and parking access for the apartment building on the adjacent lands to the immediate west (the retained lands from the associated consent application). Surrounding land uses consist of low density residential uses to the south, north and east, and a range of commercial and residential uses to the west, within the downtown core of Ingersoll.

Plate 1, Location Map with Existing Zoning, identifies the location of the subject lands to be rezoned, as well as the configuration of the retained lands, and the existing zoning in the immediate vicinity.

Plate 2, Subject Lands with 2025 Aerial Photo, provides an aerial view of the subject lands as of the spring of 2025, with the lands subject to the rezone application outlined in red, and the retained lands from the associated consent application outline in blue.

Plate 3, Applicant's Sketch, provides the location and dimensions of the severed lands to be rezoned from the associated consent application, as provided by the applicant.

Application Review

2024 PROVINCIAL PLANNING STATEMENT (PPS)

In respect of the exercise of any authority that affects a planning matter, Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with the 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 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.

Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas. Land use patterns within settlement areas should be based on densities and a mix of land uses which;

a) efficiently use land and resources;
b) optimize existing and planned infrastructure and public service facilities;
c) support active transportation;
d) are transit-supportive, as appropriate; and
e) are freight-supportive.

OFFICIAL PLAN

The subject lands are located within the 'Entrepreneurial District' in the Official Plan. As a 'sub-district' of the 'Central Area', it is a strategic initiative of the Official Plan to increase the residential population living within and in the vicinity of the 'Central Area' by supporting residential intensification measures within this area, as set out in the polices associated with the land use designation that applies.

The boundary of the 'Entrepreneurial District' represents the area proposed for a range of commercial and business development opportunities through the conversion of existing residential dwellings and new development or redevelopment. Within this district the continuation of residential uses is also anticipated. It is intended that development in this district will result in a mix of land uses.

Town Council may give consideration to the development of new low, medium and high density residential uses, businesses, professional and administrative offices and minor institutional uses in the 'Entrepreneurial District' if they are satisfied that the existing building is not of any architectural significance to merit renovation. Some uses are considered, by their nature and potential effect on the residential character of the area, not to be appropriate uses in the 'Entrepreneurial District' such as retail uses, uses that cause environmental concern and uses

which require large loading areas or outside storage. These uses shall be prohibited in the 'Entrepreneurial District'.

Within the 'Entrepreneurial District', low density residential development shall be in accordance with the policies of Section 9.2.4. 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 and converted dwellings, quadraplexes, townhouses and low-density cluster development.

Section 9.2.4.1 – Infill Housing addresses residential infill and the Official Plan defines infill housing as the placement of new residential development into established built-up areas on vacant or underutilized sites. In order to efficiently utilize the residential land supply, as well as municipal servicing infrastructure, infill housing will be supported in Low Density Residential Areas.

Infill development may involve the construction of a residential dwelling unit behind a building facing a street and residential development on lots with minimum street frontage. Backyard infill may involve the development of existing lots of record and the creation of new lots by consent. When considering infill development for backyard infill lots, the Land Division Committee shall be guided by the following criteria:

- the nature of the proposed residential development will be evaluated having regard for the type of housing found in the surrounding residential area;
- 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 the present land uses in the area;
- the siting of both buildings and parking areas in relation to the size, configuration and topography of the lot is such that effect on shadowing, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage;
- proposed multiple unit use is consistent with the multiple unit requirements for the 'Low Density Residential' areas.

In addition to the specific infill policies identified, the following policies will apply to all infill proposals:

- existing municipal services and public facilities will be adequate to accommodate the proposed infill project;
- stormwater run-off from the proposal will be adequately controlled and will not negatively affect adjacent properties;
- adequate off-street parking and outdoor amenity areas will be provided;
- the location of vehicular access points, the likely impact of traffic generated by the proposal on public streets and potential traffic impacts are acceptable;
- the extent to which the proposed development provides for the retention of any desirable vegetation or natural features;
- the effect of the proposed development on environmental resources and environmental constraints are addressed and mitigated in accordance with Section 3.2;
- consideration of the potential effect of the development on natural and heritage resources and their settings; and
- compliance of the proposed development with the provisions of the Town's Zoning By-law.

ZONING BY-LAW

It is proposed that the severed lands from Consent Application B26-26-6 will be merged with the vacant lands to the immediate north (lot to be enlarged). The lot to be severed from the associated consent application is zoned 'Special Entrepreneurial Zone (EC-1)' in the Town of Ingersoll Zoning By-law. The 'EC-1' zone permits a wide range of residential uses including single detached dwellings, semi-detached dwellings, duplex dwellings, street fronting townhouses and additional residential units (ARUs). The special provisions that apply to the apply to the 'EC-1' zone include an automobile service station and a retail store as permitted uses.

The lot to be enlarged is zoned as 'Residential Type 2 Zone (R2)' in the Town's Zoning By-law. The 'R2' zone permits the development of a single detached dwelling, a semi-detached dwelling and a duplex as well as an additional residential unit (ARU) in accordance with the provisions of Section 5.35.2. As per this section, ARUs are only permitted in single detached dwellings, semi-detached dwellings and street fronting townhouses. A semi-detached dwelling is defined to mean a building divided vertically by a party wall, as defined in the Ontario Building Code, into two side by side street facing dwelling units above grade, each of which has a direct street faceting entrance from the outside.

The 'R2' zone requires a minimum lot area of 270 m^2 (2,906.3 ft^2) per unit for the development of a semi-detached dwelling unit and 540 m^2 (5,812.37 ft^2) for the development of a duplex dwelling unit and in both cases 18 m (59.1 ft) of frontage is required (9 m per unit for a semi-detached dwelling). In this instance it is proposed that the subject lands (once consolidated) will be approximately 888 m^2 (9,558.6 ft^2) in size with approximately 6.2 m (20.4 ft) of frontage on King Street East.

Based on this, the applicants are requesting that the subject lands be rezoned to a 'Special Residential Type 2 Zone (R2-sp) to permit a semi-detached dwelling unit without being street-facing and with a reduction to the required lot frontage. An additional provision is recommended to permit a basement apartment within one of the proposed semi-detached dwelling units.

AGENCY COMMENTS:

The Town of Ingersoll Engineering Department provided comments specific to the associated consent application, which will be addressed at the time of condition clearance through that process. These comments include:

- The requirement for a detailed lot grading and servicing plan for the enlarged/severed lot.
    - The proposed grading must ensure that all surface runoff is fully contained, does not negatively impact on adjoining property, is directed away from existing and future buildings, and is directed to an adequate stormwater outlet.
- The plan will also need to address the following items:
    - Consideration given to the existing retaining wall, including any required modifications or structural considerations resulting from the proposed development.
    - Identification of the proposed snow storage area.
    - Provide the pavement structure for the 6.0 m wide asphalt access lane required to support fire department apparatus, including labeling of fire route.
    - Confirmation of the proximity/distance from the proposed building to nearest fire hydrant.
    - Confirmation of the waste/recycling location for pickup.

The Oxford County Public Works Department, and Southwestern Public Health indicated they had no comments regarding the proposal.

PUBLIC CONSULTATION:

Notice of complete application regarding the proposal and notice of public meeting were provided to surrounding property owners in accordance with the requirements of the *Planning Act* on July 15, 2026 and September 15, 2026. Ingersoll Town Council held a public meeting to consider the application on October 5, 2026. As of the writing of this report, one letter from the public was received as a result of the associated consent circulation, outlining concerns with respect to loss of privacy, drainage, increased traffic and parking, increased noise and activity and a decrease in property values.

Planning Analysis

The application for zone change has been requested to fulfill a condition of consent that proposes a lot addition to an existing landlocked parcel to facilitate the development of two semi-detached dwellings with an additional basement dwelling unit, for a total of 3 dwelling units on the newly enlarged parcel.

Planning staff are of the opinion that the proposal will facilitate appropriate residential growth within the Town of Ingersoll, in accordance with Section 1.1.3.1 of the PPS. Further, staff are of the opinion that the proposal will assist in achieving residential intensification and will facilitate development that will efficiently use existing municipal land that has been landlocked, as well as existing available infrastructure and public service facilities, which is also consistent with the policy direction of the PPS.

Planning staff are also satisfied that the proposal complies with the policy direction for lands designated ‘Entrepreneurial District’. In addition to the range of commercial uses and institutional uses permitted in the Entrepreneurial District (such as business and professional offices and minor institutional uses), this designation also permits the development of new residential land uses in accordance with the applicable ‘Low Density Residential’ policies of the Official Plan. Specifically, these policies permit the development of low-rise, low density housing forms with a density range between 15-30 units per hectare (6-12 units per acre), and permit backyard residential infill development, which involves the construction of a residential dwelling unit behind a building facing a street with minimal street frontage, which is the case in this instance. The applicants are proposing the development of 3 residential dwelling units which would result in a net residential density of 33.7 units per hectare (13.6 units per acre). While this density is slightly above the density targets intended for the ‘Low Density Residential’ designation, staff are satisfied the housing form proposed constitutes an appropriate low density housing form, contemplated by the ‘Low Density Residential’ policies.

Planning staff are satisfied that the requested rezoning meets the policy criteria for backyard infill development as the proposed semi-detached dwelling units (together with the proposed basement apartment) will be compatible with surrounding development with respect to height, bulk and scale, and the proposed development will be consistent with the land use form contemplated by the existing ‘R2’ zoning of the subject lands. It is the opinion of the Community Planning Office that the proposed development is not anticipated to have adverse impact on surrounding land uses with respect to shadowing and privacy. Further, the consolidation of the subject lands will provide for direct vehicular access to a public street (King Street East) and the proposed 6 m (19.6 ft) frontage will be sufficiently wide enough to provide two-way ingress/egress

for the lot to be enlarged and continued driveway and parking access for the retained lands through the previously approved easement.

In order to facilitate the proposed development (being two semi-detached dwellings with one additional basement dwelling unit) a special provision to the 'R2' zone will be required. Given the definition of a semi-detached dwelling unit in the Zoning By-law, a special provision will be required to permit the proposed dwelling units on the subject lands, which are setback from the street, as each unit will not be directly street facing. Planning staff are satisfied that there is sufficient space on the subject lands to accommodate the proposed units (together with the proposed basement unit) while maintaining the required setbacks from the property lines to accommodate appropriate lot grading and private amenity space, as well as the necessary parking. Semi-detached dwelling units require 2 spaces per unit, for a total of 4 spaces dedicated to these units, with one additional space required to establish the proposed basement unit, which would result in 5 spaces overall for the proposed dwelling units, which the applicant has accounted for on their conceptual site plan. Based on this, staff are of the opinion that the proposed development type can be supported in this location.

The applicant is also requesting a reduction to the lot frontage for the subject lands from 18 m (59 ft) (being 9 m (29.5 ft) per semi-detached dwelling unit), to 6 m (19.6 ft). The purpose of the lot frontage provision is to ensure that parcels are sufficiently wide enough to provide adequate space for an appropriate building envelope, as well as off-street parking and driveway access, private amenity space and lot grading and drainage. Planning staff are satisfied that in this instance the proposed reduction to lot frontage can be considered appropriate as the proposal will result in an irregular shaped lot that will provide for sufficient lot area in the rear to accommodate the proposed dwelling units and off-street parking and driveway access and private amenity area. Further, the applicant will be required to demonstrate adequate lot grading and drainage as a condition of approval. Based on this, staff are satisfied that the requested reduction to frontage can be considered appropriate in this instance.

No comments were received from any of the public agencies with respect to the application for zone change and any comments provided as part of the associated consent process have been/will be addressed through that process. One comment was received from a neighbouring property owner as part of the associated consent application with concerns regarding loss of privacy, drainage, increased traffic and parking, increased noise and activity and a decrease in property values. To this end, it is noted that the proposed structure will comply with all setback requirements of the Zoning By-law for lands zoned 'R2', which is intended to address impact to adjacent land uses, and staff are of the opinion that the proposed additional 3 dwelling units are not anticipated to result in a significant increase in noise or activity in the area.

Overall, Planning staff are of the opinion that the proposal is consistent with the policy direction of the Provincial Planning Statement and conforms to the intent of the Official Plan for lands designated 'Entrepreneurial District' and can be supported from a planning perspective.

RECOMMENDATION

It is recommended that the Council of the Town of Ingersoll approve the zone change application submitted by King Street Suites, for the lands described as Part Lots 4D, 5D, Block 43, Plan 279 in the Town of Ingersoll, to rezone the subject lands from 'Special Entrepreneurial District Zone (EC-1)' and 'Residential Type 2 Zone (R2)' to 'Special Residential Type 2 Zone (R2-sp)' to facilitate the development of 2 semi-detached dwelling units with a basement apartment on the subject lands and to fulfil a condition of consent from File Nos. B26-25-6 and B26-26-6.

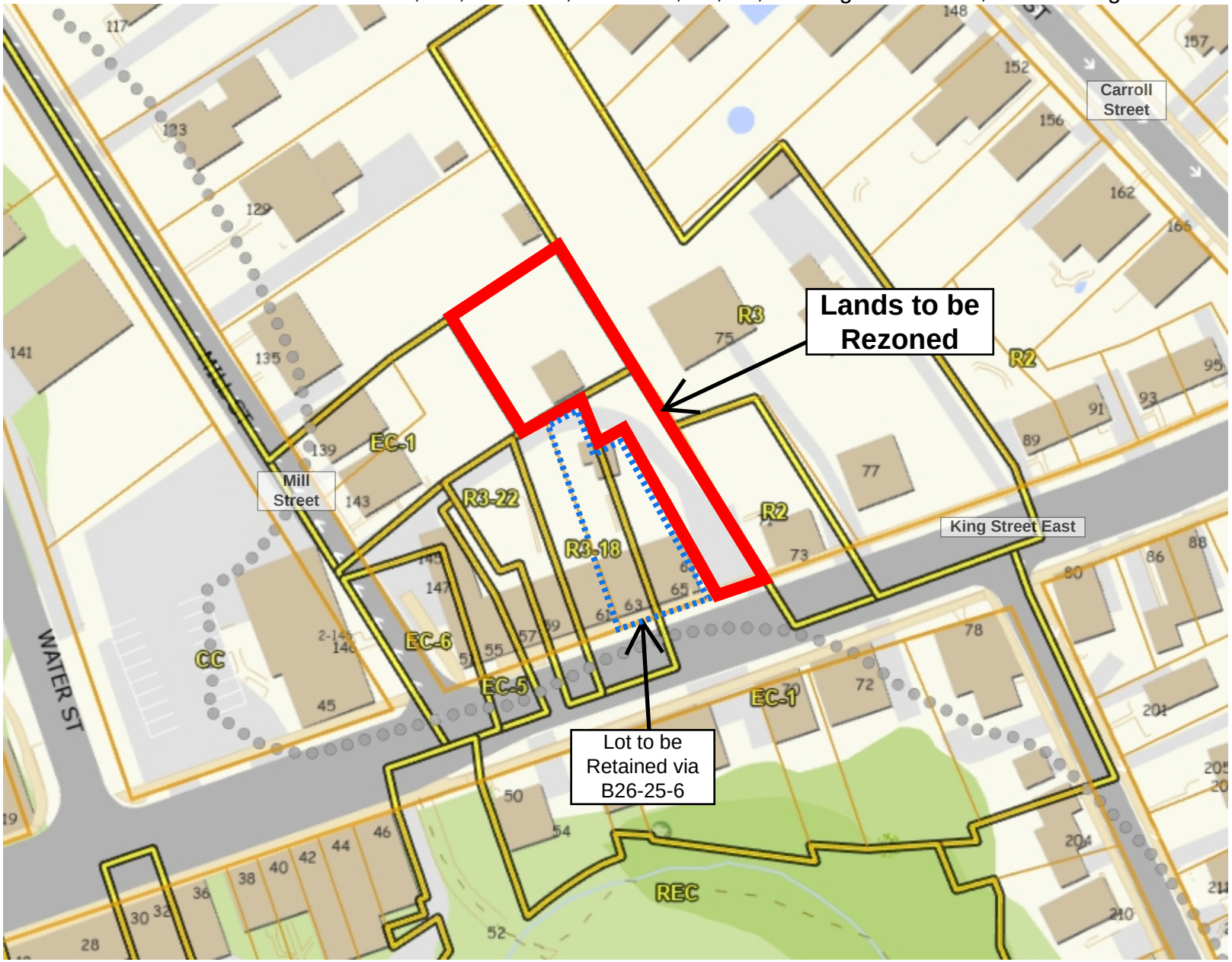
SIGNATURES

Authored by: *'original signed by'* Heather St. Clair, MCIP, RPP
Senior Development Planner

Approved for submission: *'original signed by'* Eric Gilbert, MCIP, RPP
Manager of Development Planning

Oxford County
Growing stronger together

Plate 1 - Location Map With Existing Zoning
File No: ZN6-26-03, King Street Suites Inc.
Part Lot 4D, 5D, Block 43, Plan 279, 63, 65, 67 King Street East, Town of Ingersoll



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



map it

0 28 55 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

May 26, 2026

Oxford County
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Plate 2 - Subject Lands with 2025 Aerial Photo
File No: ZN6-26-03. King Street Suites Inc.
Part Lot 4D, 5D, Block 43, Plan 279, 63, 65, 67 King Street East, Town of Ingersoll



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



map it

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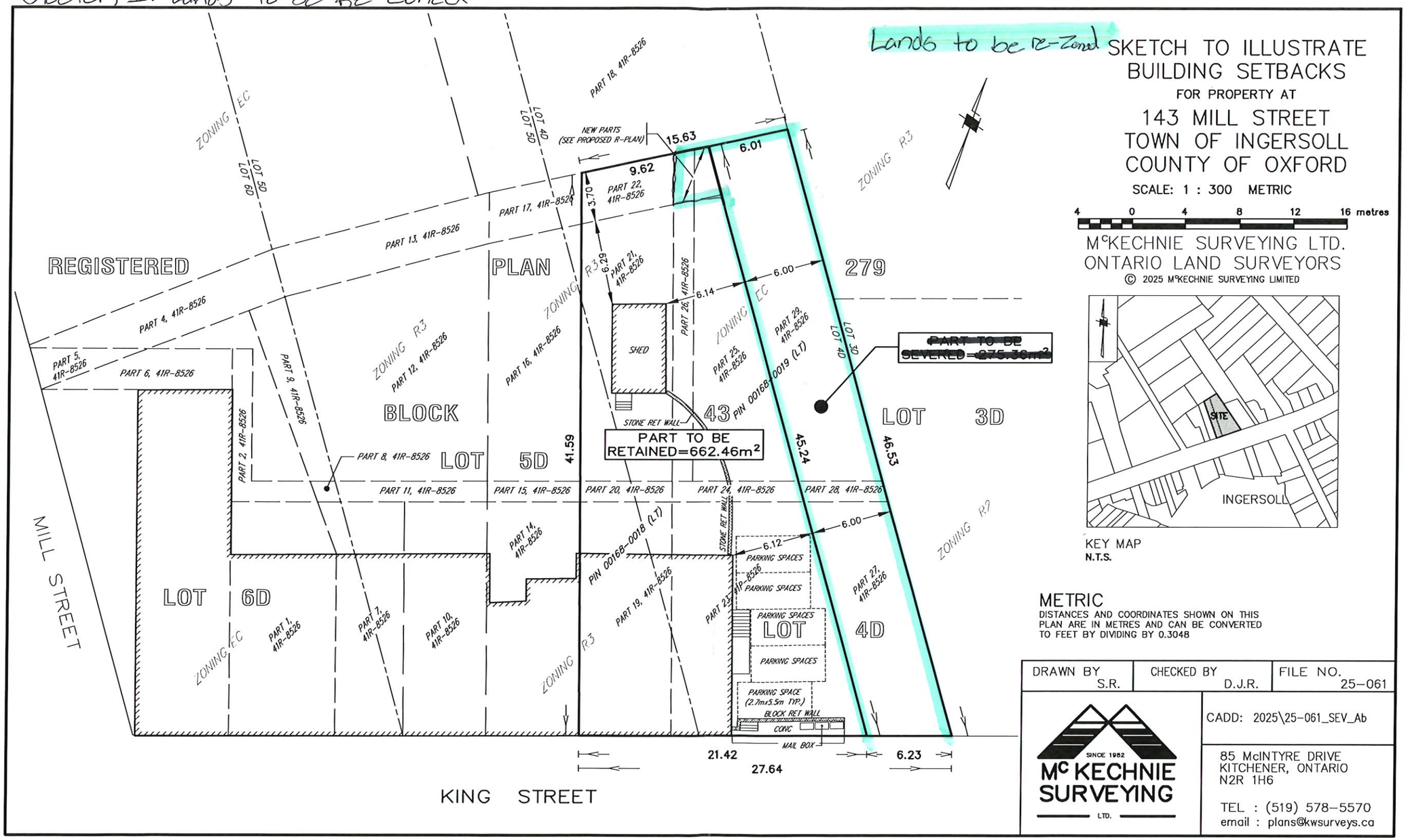
NAD_1983_UTM_Zone_17N

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July 24, 2026

Plate 3 - Applicant's Sketch
File No. ZN6-26-03 - King Street Suites Inc.
Part Lot 4D, 5D, Block 43, Plan 279, 63, 65, 67 King Street East, Town of Ingersoll

Sketch 1: Lands to be Re Zoned



SKETCH TO ILLUSTRATE BUILDING SETBACKS
FOR PROPERTY AT
143 MILL STREET
TOWN OF INGERSOLL
COUNTY OF OXFORD

SCALE: 1 : 300 METRIC

4 0 4 8 12 16 metres

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KEY MAP
N.T.S.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

DRAWN BY	CHECKED BY	FILE NO.
S.R.	D.J.R.	25-061

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