

To: Mayor and Members of City of Woodstock Council

From: Dustin Robson, Development Planner, Community Planning

Applications for Consent and Zone Change B26-05-8 and ZN 8-26-04 – 1401 Dundas Street Holdings Inc.

REPORT HIGHLIGHTS

- The application for consent proposes to sever a vacant parcel for industrial use. The lot to be retained would continue to be used for an industrial use.
- A zone change application has been submitted to amend the existing split zoning boundaries on the proposed lot to be severed.
- Planning staff are recommending that the applications be supported and approved as the proposal is consistent with the Provincial Planning Statement and maintains the intent and purpose of the Official Plan and Zoning By-law respecting industrial development.

DISCUSSION

BACKGROUND

OWNER: 1401 Dundas Street Holdings Inc.
2 Wasaga Road, Brampton, ON L6X 3A8

AGENT/APPLICANT: Corby Kirwin
485037 Sweaburg Road, Woodstock, ON N4S 7V6

LOCATION:

The subject lands are described as Part Lot 14, Concession 1 (Blandford), Part 2, Plan 41R-1144, T/W 454670 as Partially Released by 454671, Part Lot 14, Concession 18 (Blandford), Part 2, 41R-7788. The lands are located on the northeast corner of the Woodall Way and Dundas Street intersection and are municipally known as 1401 Dundas Street, Woodstock.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "W-1"	City of Woodstock Land Use Plan	'Traditional Industrial'
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CITY OF WOODSTOCK ZONING BY-LAW 8626-10:

Existing Zoning: 'General Industrial Zone (M3)' and 'Special General Industrial Zone (M3-9)'

Proposed Zoning: 'General Industrial Zone (M3)' and 'Special General Industrial Zone (M3-9)'

PROPOSAL:

	<u>SEVERED LOT</u>	<u>RETAINED LOT</u>
Area	1.5 ha (3.7 ac)	2 ha (4.9 ac)
Frontage	132.4 m (434.3 ft)	118.8 m (389.7 ft)
Depth	118.8 m (389.7 ft)	172.4 m (565.6 ft)

The application for consent proposes to create one new industrial lot. The lot to be severed is proposed to be approximately 1.5 ha (3.7 ac) in size and would maintain approximately 132.4 m (434.3 ft) of lot frontage on Woodall Way. A storage shed currently exists on the proposed lot to be severed, which is to be removed. The future use of the proposed lot to be retained will be a one storey industrial building.

The proposed lot to be retained would be approximately 2 ha (4.9 ac) in size and would maintain approximately 118.8 m (389.7 ft) of lot frontage on Dundas Street and approximately 172.4 m (565.6 ft) of frontage along Woodall Way. Currently, the lot to be retained contains three Quonset huts and a two storey office/warehouse. The existing three Quonset huts are proposed to be removed while the office/warehouse building will remain.

A zone change application has also been received by the City to rezone a portion of the lot to be severed from 'Special General Industrial Zone (M3-9)' to 'General Industrial Zone (M3).' Following the proposed severance and zone change, the lot to be severed will be zoned 'General Industrial Zone (M3)' while the lot to be retained will remain zoned 'Special General Industrial Zone (M3-9).'

The subject lands are surrounded by various commercial and industrial uses to the north, south, east, and west.

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 (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 general site area as provided by the applicant.

APPLICATION REVIEW

2024 PROVINCIAL PLANNING STATEMENT

The Provincial Planning Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024. 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 policy statements issued under the Act.

Section 2.3.1 of the PPS states that Settlement Areas will be the focus of growth and further directs that land use patterns within settlement areas shall be based on densities and a mix of land uses which, among other matters, efficiently use land and resources and are appropriate for, efficiently use, and optimize existing or planned infrastructure and public service facilities.

Section 2.8.1 directs that planning authorities shall promote economic development and competitiveness by providing for an appropriate mix and range of employment, providing opportunities for a diversified economic base, identifying strategic sites for investment, encouraging intensification of employment uses, and addressing land use compatibility adjacent to employment areas.

OFFICIAL PLAN

The subject lands are designated 'Traditional Industrial' according to the City of Woodstock Land Use Plan, found in the County Official Plan. Chapter 7 of the Official Plan contains policies specific to the City of Woodstock and provides guidance with respect to the designation of industrial and service commercial lands in the City.

Lands designated 'Traditional Industrial' are intended for the full range of industrial type activity including light, medium and heavy industrial uses. Such uses may generate on and off-site effects such as traffic, noise, vibration, odours and/or visual appearance.

Permitted uses within the 'Traditional Industrial' designation include assembling, manufacturing, fabricating, processing, repair and recycling activities, environmental industries, warehousing, distribution, indoor and outdoor storage facilities, construction uses, utilities, transportation, storage uses, and research and technological service industries.

ZONING BY-LAW

The subject lands are currently split zoned 'General Industrial Zone (M3)' and 'Special General Industrial Zone (M3-9)' in the City of Woodstock Zoning By-Law. The 'M3' zone permits a variety of industrial uses, including, but not limited to, a contractor's yard or shop, a food processing plant, a sawmill, and all uses listed in the 'Restricted Industrial Zone (M2)' as well. The 'M3' zone requires a minimum lot depth of 30 m (98.4 ft) and a minimum lot frontage of 20 m (65.6 ft) for non-residential uses. Where municipal sanitary sewers are available, the 'M3' zone does not require a minimum lot size for non-residential uses.

As outlined above, a portion of the subject lands are zoned 'M3-9.' The 'M3-9' zone permits the complete list of permitted uses found in the standard M3 zone while also permitting a business or professional office. A business or professional office shall, however, only be permitted within an existing building on the subject lands.

AGENCY COMMENTS

The County Public Works Department advised that they did not have any comments for ZN 8-26-04 but did advise that, if approved, a condition of severance for B26-05-8 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 must be disconnected to the satisfaction of the County of Oxford Public Works Department.

The City Building Department provided the following comments:

- We have no concerns with the zone change.
- The severed and retained lands comply to the M3 zone provisions.
- Both severed and retained lots are proposing new access points from Woodall Way. Please note the City has 1-foot reserves along the Woodall Way frontage of the property intended to prevent access to the property from Woodall Way. Releasing the 1-foot reserves would be conditional upon the Owner reimbursing the City for half the cost of the local road along the frontage of the property. This will be required for the severed lands to access the street for servicing and driveway access. A future driveway to the retained lands requires the same. The Owner is responsible (at their expense) for the formal process to lift the one foot reserve.
- We have concerns with the outlet for the drainage of the severed lot. A grading plan shall be required as a condition to show the lands can be drained appropriately with no harm to the lands to the east.
- Site plan approval will be required for the retained lands for the proposed driveway to Woodall Way.
- The proposed interior lot line between the severed and retained parcels will require the minimum lot line setbacks for a parking area. A condition shall be included in the Notice of Decision outlining the Owner provides the minimum required setbacks through the site plan approval process and may want to include the proposed driveway to Woodall Way.

If approved, the following conditions are to be included 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 or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
- 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 survey prepared by an OLS to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
- The Owner shall complete the formal process including all financial requirements to lift the one foot reserve on Woodall Way to gain legal access to the frontage of the severed lands to the satisfaction of the City of Woodstock.
- The Owner shall enter into a severance agreement with the City of Woodstock for the severed lands. The severance agreement shall be registered on title by the Owner as a first encumbrance at their expense.
- The severed lands to be appropriately rezoned.
- The Owner shall provide a grading plan for the severed lot to the satisfaction of the City of Woodstock.
- The Owner shall submit a site plan approval application for the retained lot providing grading and site details of the proposed driveway to Woodall Way and parking area setbacks adjacent to the severed lot to the satisfaction of the City of Woodstock.
- If approved, a condition of severance shall be that the Owner shall obtain a letter provided by the Clerk or designate of the City advising the Secretary-Treasurer of the LDC that all requirements of the City have been complied with.

The City Engineering Department advised that there is a 0.3 m (1 ft) reserve along the frontage abutting Woodall Way. The cost to remove the 0.3 m (1 ft) reserve will be as follows:

- Lot to be Severed: \$91,783.00
- Lot to be Retained: \$63,786.00

The City Senior Economic Development Officer and Canada Post have indicated no concerns with the proposal.

PUBLIC CONSULTATION

Notice of the public meeting for the proposal was circulated to neighbouring landowners on May 5, 2026, in accordance with the requirements of the *Planning Act*. As of the date of this report, no comments or concerns had been received from the public.

Planning Analysis

The application for consent, which proposes the creation of a new industrial lot within the City of Woodstock, has been reviewed under the policy direction of the Provincial Planning Statement (PPS) and the Official Plan.

In the opinion of Planning staff, the proposal is consistent with the PPS as the proposed consent will efficiently facilitate future industrial development on a parcel that will be served by full municipal services and is in close proximity to major transportation networks such as Dundas Street and Highway 401.

The proposed development of the subject lands will provide an opportunity for new industrial development on lands that are presently designated for industrial purposes in the County Official Plan and are also zoned for industrial purposes in the City's Zoning By-law. The lands to be severed and retained will be of sufficient area to accommodate existing and future industrial uses and the proposed lot to be severed will comply with all provisions of the M3 zone while the lot to be retained will comply will all provisions of the M3-9 zone.

Detailed matters such as lot grading, access, stormwater management, and servicing will be addressed through the site plan approval process, to the satisfaction of the City and County.

In light of the above, it is the opinion of this Office that the proposal to create one new building lot for industrial purposes is consistent with the policies of the PPS and generally maintains the intent and purpose of the Official Plan. As such, Planning staff are satisfied that the proposal can be supported from a planning perspective, subject to the recommended conditions.

Further, Planning staff are supportive of the submitted zone change application to rezone the lot to be severed from 'M3' and 'M3-9' to exclusively 'M3' and recommend that City Council approve-in-principle the application. Once the required survey is received and the necessary schedules are prepared, staff will bring the amending zoning by-law for formal passing at a later council meeting.

RECOMMENDATIONS

That the Council of the City of Woodstock approve-in-principle the Zone Change Application (File No. ZN 8-26-04) submitted by 1401 Dundas Street Holdings Inc., whereby

a portion of the lands described as Part Lot 14, Concession 1 (Blandford), Part 2, Plan 41R-1144, T/W 454670 as Partially Released by 454671, Part Lot 14, Concession 18 (Blandford), Part 2, 41R-7788, in the City of Woodstock, are to be rezoned from 'General Industrial Zone (M3)' and 'Special General Industrial Zone (M3-9)' to 'General Industrial Zone (M3)' to facilitate the proposed severance;

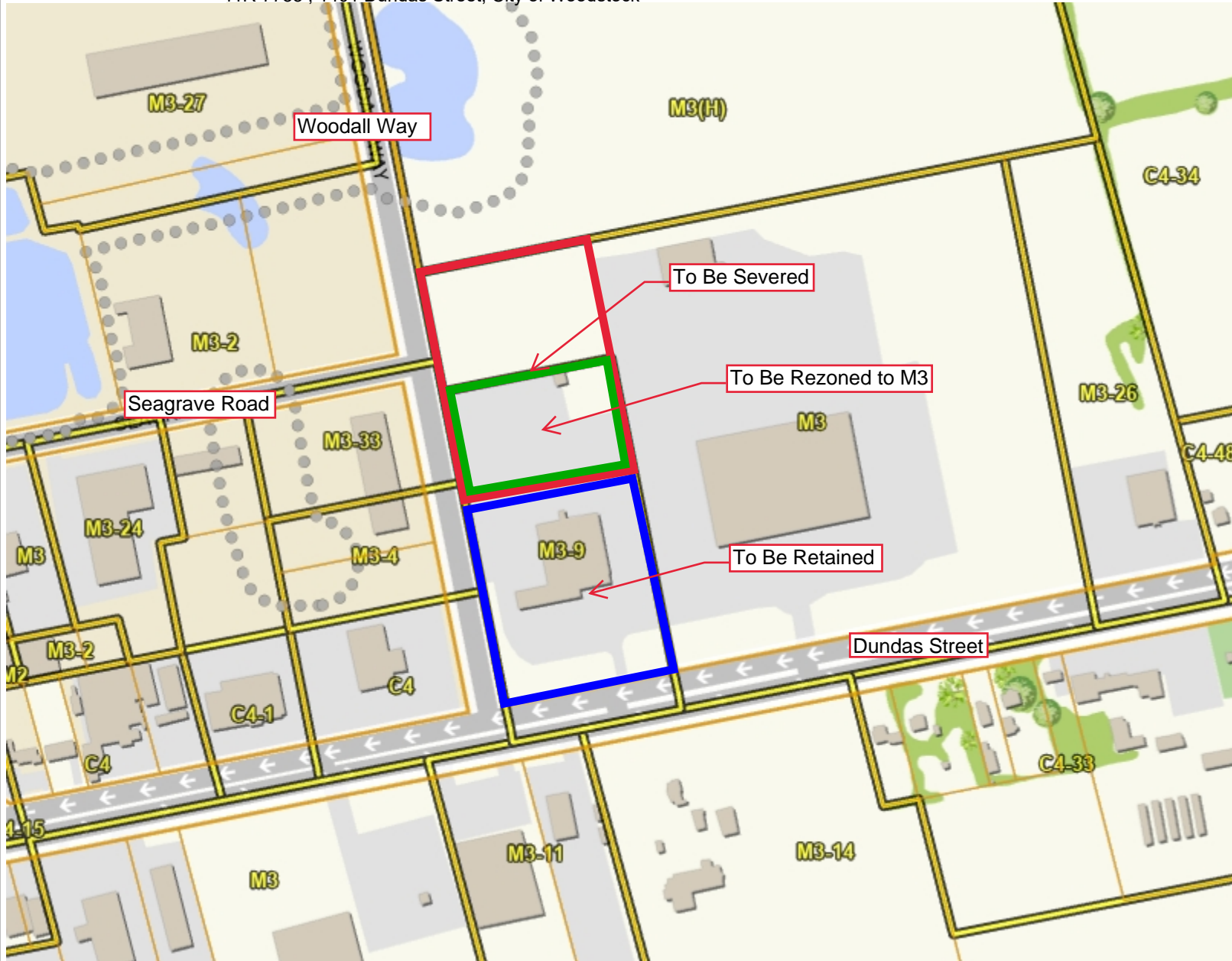
And that the Council of the City of Woodstock advise the Oxford County Land Division Committee that it supports Consent Application B26-05-8 submitted by 1401 Dundas Street Holdings Inc. for lands described as Part Lot 14, Concession 1 (Blandford), Part 2, Plan 41R-1144, T/W 454670 as Partially Released by 454671, Part Lot 14, Concession 18 (Blandford), Part 2, 41R-7788, in the City of Woodstock, subject to the following conditions:

1. The lot to be severed shall be appropriately rezoned to the satisfaction of the City of Woodstock.
2. 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.
3. 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.
4. The Owner shall submit a recent survey prepared by an OLS to confirm lot sizes to the satisfaction of the City of Woodstock.
5. If approved, a condition of severance shall be that the Owner enter into a severance agreement with the City of Woodstock for the severed lands. The severance agreement shall be registered on title by the Owner as a first encumbrance.
6. The Owner shall provide a grading plan for the severed lot to the satisfaction of the City of Woodstock.
7. The Owner shall submit a site plan approval application for the retained lot providing grading and site details of the proposed driveway to Woodall Way and parking area setbacks adjacent to the severed lot to the satisfaction of the City of Woodstock.
8. The Owner shall complete the formal process, including all financial requirements, to lift the one foot reserve on Woodall Way to gain legal access to the frontage of the severed lands to the satisfaction of the City of Woodstock.
9. The Owner shall obtain a letter provided by the Clerk or designate of the City of Woodstock advising the Secretary-Treasurer of the LDC that all requirements of the City of Woodstock have been complied with.
10. 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.

SIGNATURES

Authored by: Original Signed By Dustin Robson, MCIP, RPP
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



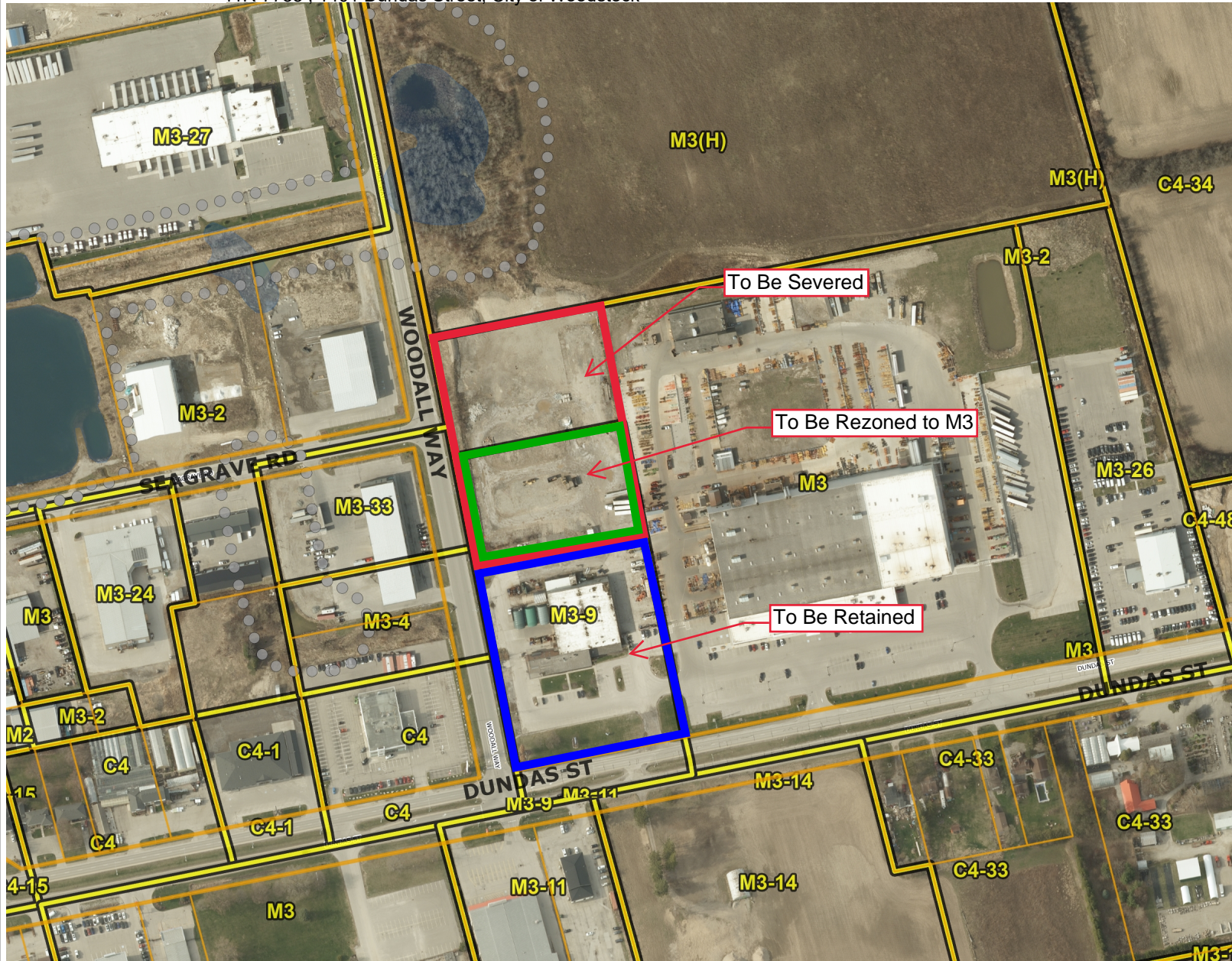
0 102 205 Meters

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

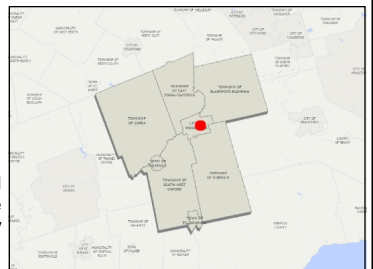
February 17, 2026



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



0 102 205 Meters

NAD_1983_UTM_Zone_17N



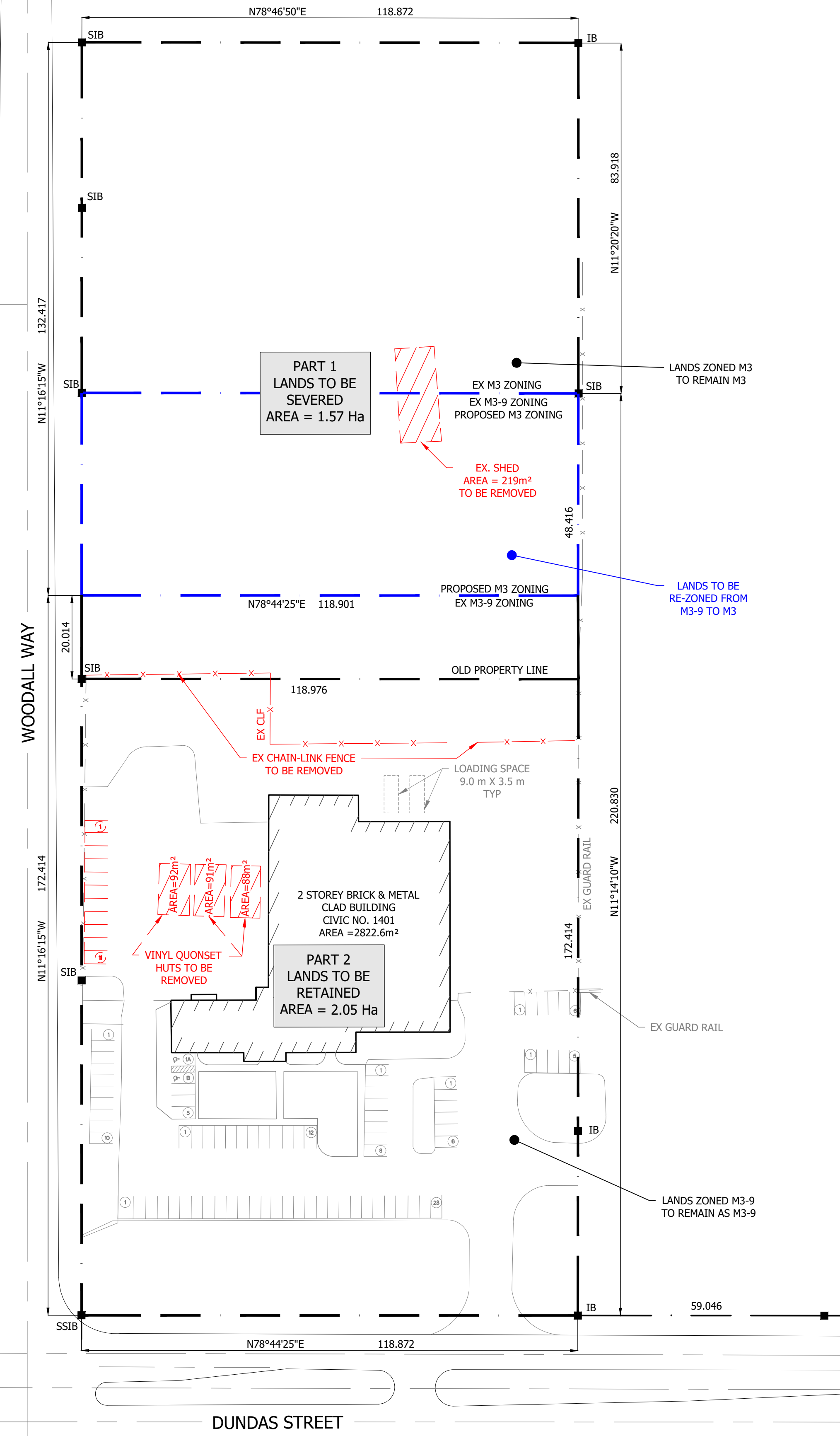
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

May 11, 2026

GENERAL NOTES (ALL DESIGN REFERENCE STANDARDS TO CURRENT EDITION)

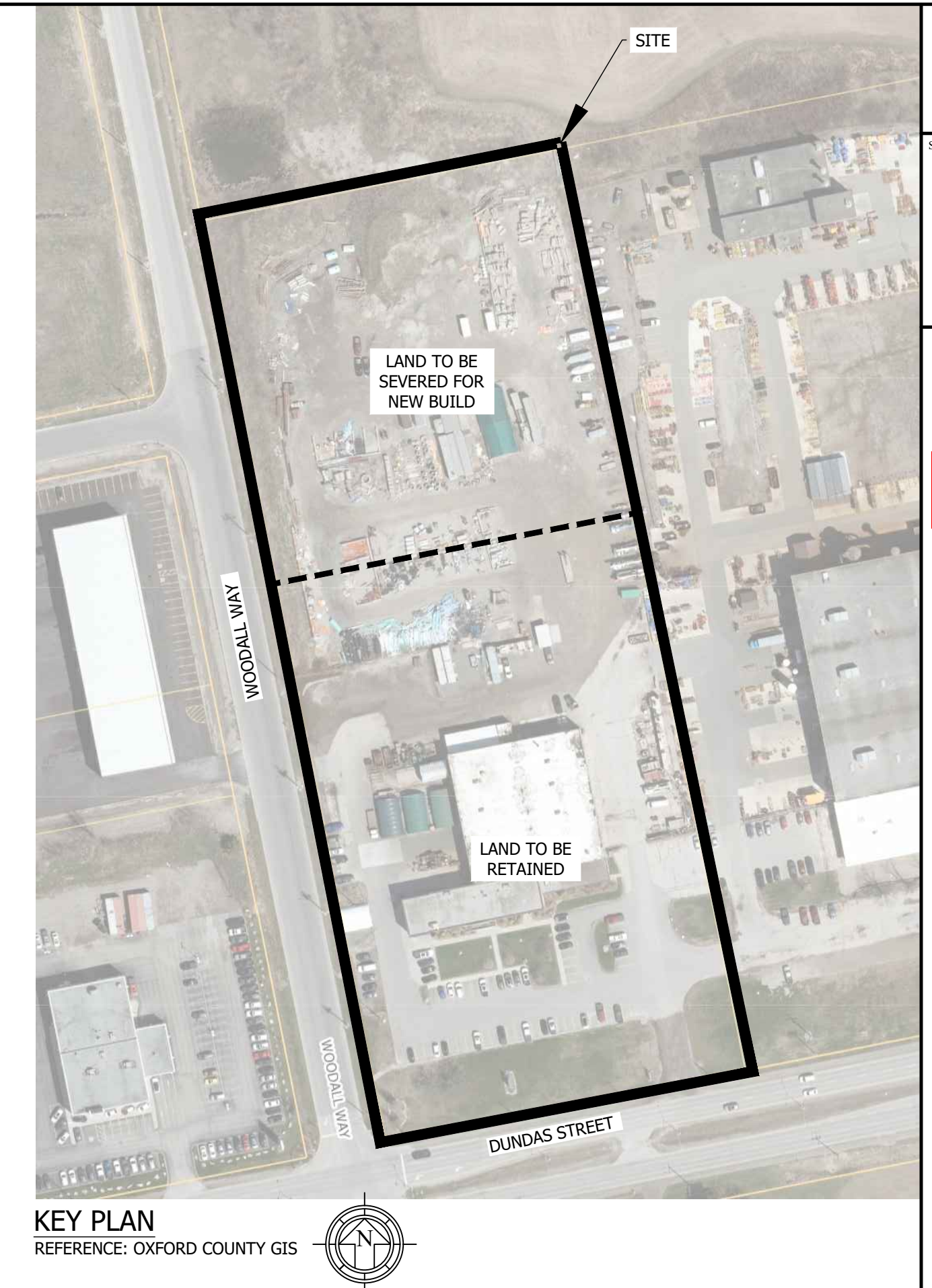
GENERAL:

1. ALL WORK SHALL CONFORM TO THE ONTARIO BUILDING CODE, REG. 163/24.
2. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH APPLICABLE LEGISLATION AND REGULATIONS INCLUDING BUT NOT LIMITED TO, OCCUPATIONAL HEALTH AND SAFETY ACT AND REGULATIONS.
3. THE CONTRACTOR SHALL AS PART OF HIS WORK CHECK AND VERIFY ALL DIMENSIONS AND ELEVATIONS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT BEFORE PROCEEDING WITH CONSTRUCTION.
4. SAFEGUARD AND PROTECT ALL EXISTING STRUCTURES, SERVICES AND UTILITIES WHICH MAY BE AFFECTED BY THE WORK OF THIS CONTRACT.
5. OWNER/CONTRACTOR TO NOTIFY ENGINEER FOR INSPECTION DURING CONSTRUCTION. SPH ENGINEERING NOT RESPONSIBLE FOR INSPECTIONS NOT PERFORMED DUE TO NON-NOTIFICATION.



DEMOLITION PLAN
SCALE: 1:750

Plate 2: Aerial Map (2025) with Existing Zoning
File Nos.: E2C-058; ZN B-2604; 1401 Dundas Street Holding Inc.
41R-7788; 1401 Dundas Street, City of Woodstock



KEY PLAN
REFERENCE: OXFORD COUNTY GIS

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STAMP

NORTH ARROW

REFERENCES:
- LEGAL SURVEY BY MACAULAY, WHITE & MIJR LTD.
LAND SURVEYORS (02/2025)

PRELIMINARY
NOT FOR CONSTRUCTION

No.	DESCRIPTION	DATE
REVISIONS		
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
3	FOR PLANNING APPLICATION	2025-11-03
2	ISSUED FOR CLIENT REVIEW	2025-10-08
1	ISSUED FOR CLIENT REVIEW	2025-03-14
No.	DESCRIPTION	DATE
ISSUED		

SPH ENGINEERING INC.
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CLIENT

SIERRA
CONSTRUCTION GROUP

1193 DUNDAS ST
WOODSTOCK, ON

PROJECT

1401 DUNDAS
SEVERANCE
WOODSTOCK, ON

TITLE

DEMOLITION
PLAN

SCALE	DRAWN	CHECKED
AS NOTED	AK	CK
PLOT DATE	PROJECT No	DRAWING No
2025-11-03	24381	D1

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late 3: Applicant's Sketch