

To: Mayor and Members of City of Woodstock Council

From: Justin Miller, Development Planner, Community Planning

Zone Change Application

ZN8-26-18 – Woodstock & District Developmental Services

REPORT HIGHLIGHTS

- The application for zone change proposes to amend the existing 'Special General Industrial Zone (M3-23)' to include residential occupancy as a temporary permitted use on the subject lands.
- Planning staff are recommending that the application be supported as the proposal is consistent with the policies of the Provincial Planning Statement (PPS) and maintains the intent and purpose of the Official Plan respecting temporary uses.

DISCUSSION

BACKGROUND

OWNER: Woodstock & District Developmental Services c/o Kelly Christo
212 Bysham Park Drive, Woodstock ON N4T 1R2

LOCATION:

The subject lands are described as Part of Block 5, Plan M-72 designated as Part 5, ON 41R-3117, in the City of Woodstock. The lands are located on the east side of Lansdowne Avenue, north side of Bysham Park Drive and south side of Nellis Street and are municipally known as 212 Bysham Park Drive.

COUNTY OF OXFORD OFFICIAL PLAN:

Existing:

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: 'Special General Industrial Zone (M3-23)'

Proposed Zoning: Amended 'Special General Industrial Zone (M3-23)'

PROPOSAL:

The application for zone change proposes to amend the existing 'Special General Industrial Zone (M3-23)' to include residential occupancy as a temporary permitted use on the subject lands.

The subject lands have an area of approximately 8,575.3 m² (2.2 ac) and currently contain an existing adult education and training centre with an area of approximately 2,413 m² (25,982 ft²). The subject lands are surrounded by industrial uses to the south and east, and residential uses to the north and west.

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

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

Plate 3, Applicant's Sketch, provides a site plan showing the existing building, 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.

Section 2.1(6) of the PPS states that the achievement of complete communities accommodates an appropriate range and mix of land uses, housing and transportation options, employment, public services facilities, recreation and parks, and open space to meet long-term needs. Further, complete communities improve accessibility for people of all ages and abilities and improve social equity and overall quality of life.

Section 2.3.1 of the PPS indicates that settlement areas shall be the focus of growth and development and land use patterns within settlement areas shall 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 'Traditional Industrial' designation according to the City of Woodstock Land Use Plan, as contained in the Official Plan. Traditional Industrial lands are planned for a full range of industrial type activity including light, medium and heavy industrial uses. Permitted uses include assembling, manufacturing, fabricating, processing, repair and recycling activities, environmental industries, warehousing, distribution, indoor and outdoor storage facilities, construction uses, utilities, transportation and storage uses and research and technological service industries.

Section 10.3.9 of the Official Plan- Temporary Use, provides that notwithstanding the requirement for zoning by-laws to comply with the Official Plan, County Council recognizes that the Official Plan represents the long-term direction to the development of the municipality. As such, the Area Council may permit uses for specific temporary periods, up to a maximum of three years, as set out in the Planning Act, which would otherwise not conform to the Official Plan and/or comprehensive zoning by-law, subject to re-application at 3-year intervals thereafter.

Such uses may be permitted upon individual application and careful consideration by the Area Council of the need and appropriateness of a temporary use by-law and to ensure that the objectives and policy direction of the Official Plan are not adversely affected by the temporary use. The Area Council shall also take into consideration the following matters:

- Compatibility of the proposed use with surrounding land uses;
- The requirement for temporary buildings or structures in association with the proposed use;
- Any requirement for temporary connection to municipal services and utilities;
- The potential impact of the proposed use on transportation facilities and traffic in the immediate area;
- Access requirements for the proposed use; and
- Parking required for the proposed use, and the ability to provide adequate parking onsite.

ZONING BY-LAW

The subject lands are zoned 'Special General Industrial (M3-23)' within the City of Woodstock's Zoning By-law. The M3-23 Zone permits approximately four dozen industrial uses including a processing plant, assembly plant, manufacturing plant, warehouse, and a packaging plant. Site specific provisions permit an adult education and training centre on the subject lands.

The applicant proposes to amend the existing 'Special General Industrial Zone (M3-23)' to include residential occupancy as a temporary permitted use.

AGENCY COMMENTS

The City of Woodstock Economic Development Department, Oxford County Public Works and Southwestern Public Health provided comments that they have no objections or other comments on the application.

City of Woodstock Engineering Department – Building Division provided the following comments:

- Current zoning is industrial, which does not allow a residential use
- Confirm length of time being requested for temporary zoning
- Current use of the building is an office - Group D under the Ontario Building Code (OBC), requesting to change to a Group Home facility (Group B3) residential care occupancy

- Ontario Building Code compliance will be required prior to occupying the building for residential care. This is achieved by obtaining a building permit for a change of use with appropriate review and building changes as prescribed in the OBC shall be completed by an Architect and / or Engineer.
- The office space has lower safety standards than residential care occupancy. Office presumes occupants are awake, alert and fully independent where B3 space assumes sleeping occupants who may have cognitive or physical limitations. Items to be reviewed and confirmed thru the building permit process with respect to a change of use of this nature are as follows but not limited to:
 - o Fire separations - suites and corridors
 - o Sprinkler systems - required, and to be fully integrated with Fire Alarm
 - o Corridor & Door widths - to accommodate mobility equipment and evacuation assistance
 - o Life Safety upgrades - Interconnected smoke alarms and carbon monoxide detectors, visual signal devices, distance to exits
 - o Health requirements - Mechanical ventilation, washroom and bathing facility, windows for daylight in bedrooms
- A building permit shall be obtained and all work completed and inspected prior to occupancy of the residential care use
- In general, we are not in support of this application due to OBC requirements.

PUBLIC CONSULTATION

In accordance with the requirements of the Planning Act, notice of complete application and notice of public meeting was provided to adjacent landowners on July 22, 2026. At the time of writing this report, no comments have been received from the public.

Planning Analysis

An application for zone change has been submitted by the applicant to permit residential occupancy as a temporary use within the existing office building on the subject lands. The applicant has indicated that the intent of the application is to facilitate temporary accommodation of its clients in one central location, within the existing office building.

The approval of Temporary Use By-Laws is governed by Section 39 of the Planning Act. Section 39 (1) of the Planning Act provides that “the Council of a local municipality may, in a by-law passed under section 34, authorize the temporary use of land, buildings or structures for any purpose set out therein that is otherwise prohibited by the by-law”. A temporary use by-law may be passed for a period of up to three years, with extensions possible at the end of the three-year expiry. A temporary use by-law does not have to conform to the Official Plan or Zoning By-law.

Planning staff have considered the proposed use with regard to the relevant criteria in Section 10.3.9 of the Official Plan and are of the opinion that the criteria have been satisfactorily addressed in this instance. The proposed temporary accommodation of residents within the existing office building does not require new temporary buildings or connections to municipal services or utilities, is not expected to impact traffic or transportation facilities in the area, the site has significant parking available, and has access from three public streets, including Lansdowne Avenue, designated as an arterial road. With respect to compatibility with surrounding land uses, planning staff note that although the lands on the east side of Lansdowne Avenue and south of Nellis Street are used for transitional and general industrial uses, a significant concentration of high and medium density residential development is located to the north and east, with

institutional uses also to the east. For these reasons, the introduction of temporary residential residency within the existing building is not expected to create compatibility impacts with surrounding industrial, residential or institutional uses.

If the temporary use by-law requested is approved, the applicant will be required to obtain building permits to address the requirements of the Ontario Building Code as outlined in the Building Division comments provided for this application. These OBC requirements must be addressed prior to any residential occupancy of the existing building.

Given the modifications required to the existing building before residential occupancy can occur, Planning staff recommend approving the proposed temporary use for an 18-month period.

RECOMMENDATIONS

It is recommended that the Council of the City of Woodstock approve the application for zone change, submitted by Woodstock & District Developmental Services for lands described as Part of Block 5, Plan M-72 designated as Part 5, ON 41R-3117, in the City of Woodstock, amend the existing 'Special General Industrial Zone (M3-23)' to include residential occupancy as a temporary permitted use for a period of 18 months, expiring on February 13, 2028.

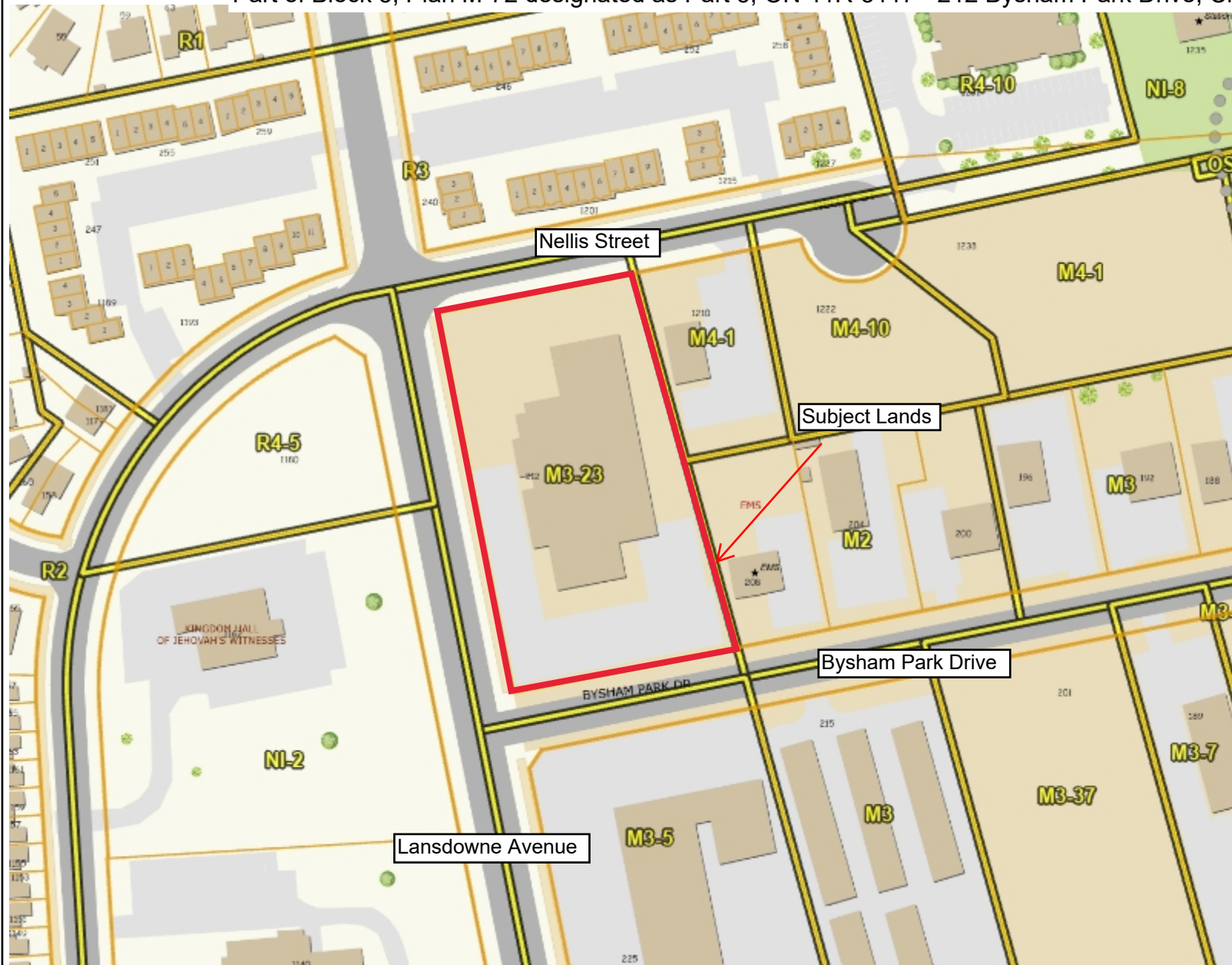
SIGNATURES

Authored by: Original Signed By

Justin Miller
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





Legend

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Notes



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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

July 22, 2026

Part of Block 5, Plan M-72 designated as Part 5, ON 41R-3117 - 212 Bysham Park Drive, City of Woodstock



212 Bysham Park

