

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, May 7, 2026

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and virtually via livestream, on Thursday, May 7, 2026, at 9:30 a.m. with the following individuals:

Chairperson	-	G. Brumby
	-	A. Tenhove - <i>absent</i>
	-	L. Martin
	-	D. Paron - <i>absent</i>
	-	D. Matheson
	-	C. van Haastert - <i>absent</i>
	-	L. Bartlett
Senior Planner	-	H. St. Clair
Secretary-Treasurer	-	A. Karn Sims

The meeting was called to order at 9:32am.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

Moved by: D. Matheson  
Seconded by: L. Bartlett

*"The Minutes of the Meeting of April 2, 2026, be approved as amended, printed and circulated."*

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

1. Correspondence dated April 27, 2026 received from Dave Sheard  
RE: Application B26-08-6; B26-09-6 (Sifton Properties Ltd.)

APPLICATIONS FOR CONSENT:

B25-61-4; B25-62-4; B25-63-4; A25-15-4; A25-16-4 – The Estate of Judson Denby (Pt Lt 1, Conc. Broken Front (West Oxford), Township of South-West Oxford)

Robert Yates was present to speak to the application.  
Judy and Mike Ibbotson were present to hear the application.

Larry and Linda Heaslip were present to hear the application.  
Cathy Smith was present to hear the application.

H. St. Clair reviewed the staff Planning Report. The intent of the consent and minor variance applications is to retain one (1) lot for continued residential use, facilitate the creation of two (2) new residential lots for continued residential use, and convey the remaining agricultural land to an abutting property for continued agricultural use.

The lot to be Retained has an approximate area of 0.49 ha (1.21 ac), with 35 m (114.8 ft) of frontage on Beachville Road and an average lot depth of 139.7 m (458.5 ft). These lands contain an existing single detached dwelling (approximately 116.1 m<sup>2</sup>/1,250 ft<sup>2</sup>) and detached garage (approximately 55.7 m<sup>2</sup>/600 ft<sup>2</sup>).

Proposed Residential Lot 1: Lot to be Severed via B25-61-4 has an approximate area of 0.49 ha (1.21 ac), with 35 m (114.8 ft) of frontage on Beachville Road and an average lot depth of 139.7 m (458.5 ft). These lands contain an existing single detached dwelling (approximately 230.4 m<sup>2</sup>/2,480 ft<sup>2</sup>) and a detached garage (approximately 45.2 m<sup>2</sup>/486 ft<sup>2</sup>). The applicant is proposing a driveway easement for the benefit of the Lot to be Retained.

Proposed Residential Lot 2: Lot to be Severed via B25-62-4 & A25-15-4 has an approximate area of 0.4 ha (0.97 ac) with 28.1 m (92.3 ft) of frontage on Beachville Road and an average lot depth of 139.7 m (458.5 ft). These lands contain a single detached dwelling (approximately 130.5 m<sup>2</sup>/1,405 ft<sup>2</sup>), and four (4) accessory structures - a detached garage, two (2) sheds and a shop. Relief is requested to permit a lot frontage of 28.1 m (93.2 ft).

Proposed Lot 3: Lot to be Severed via B25-63-4 & A25-16-4 has an approximate area of 21.3 ha (52.7 ac) with 39.6 m (129.9 ft) of frontage on Beachville Road and will be conveyed to the abutting rural residential parcel (585006 Beachville Road) for a total lot area of 21.78 ha (53.8 ac). Relief is requested to permit a reduced lot frontage of 39.6 ft (229.9 ft) where 100 m (328.1 ft) is required and a reduced lot area of approximately 21.3 ha (52.7 ac) where 30 ha (74.1 ac) is required. The lands to be conveyed are currently vacant; the lot to be enlarged contains a single detached dwelling, a shop (approximately 92.9 m<sup>2</sup>/1,000 ft<sup>2</sup>), and a barn (approximately 139.4 m<sup>2</sup>/1,500 ft<sup>2</sup>). The barn is not used for livestock purposes or manure storage purposes.

The subject lands are legally described as Part Lot 1, Concession Broken Front, Township of South-West Oxford. The lands are located on the south side of Beachville Road, between East Hill Line and Anderson Street and known municipally as 585016 Beachville Road.

Overall Planning Staff are supportive of the application and recommend approval subject to the conditions outlined in the report.

R. Yates commented that they are working with Oxford County Public Works to try to get municipal water onto the property but if unsuccessful than they will add a new shared well. R. Yates understood and accepted all noted conditions.

In response to G. Brumby, R. Yates noted that the 52 acres is mostly vacant land containing trees and is not being used for any cropping at this time.

No further comments or concerns were received from the Committee.

#### B25-61-4

Moved by: L. Martin  
Seconded by: L. Bartlett

*'Granted'*

#### CONDITIONS:

1. The lot to be severed be appropriately zoned to the satisfaction of the Township of South-

West Oxford.

2. The owners shall submit a recent survey to confirm lot sizes, proposed easements, and building/structure locations and setbacks to the satisfaction of the Township of South-West Oxford.
3. The owners shall confirm the location of the septic system, and leaching beds (to be wholly contained on the lot to be severed) and demonstrate the availability of all required services to the satisfaction of the Township of South-West Oxford and/or Oxford County and enter into any necessary written agreements and/or easements regarding provision of required services with the Township of South-West Oxford and/or Oxford County, including a Well-Sharing Agreement regarding the well on the lot to be severed via B26-62-4 for the benefit of the lot to be severed via B25-61-4. A draft copy of the shared servicing agreement shall be provided to the Township of South-West Oxford and the Secretary-Treasurer of the Land Division Committee, prior to the issuance of a certificate. All cost sharing requirements and maintenance responsibilities shall be clearly indicated in the agreement, and the said agreement shall be registered on title.
4. The owners shall enter into any necessary easement agreement regarding a driveway easement on the lot to be severed via B25-61-4 for the benefit of the lot to be retained to provide access to Beachville Road to the satisfaction of the Township of South-West Oxford. A draft copy of the reference plan and agreement for the easement shall be provided to the Township of South-West Oxford and the Secretary-Treasurer of the Land Division Committee, prior to the issuance of a certificate. All cost sharing requirements and maintenance responsibilities shall be clearly indicated in the agreement, and the said agreement shall be registered on title.
5. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the application.

B25-62-4

Moved by: L. Martin  
Seconded by: L. Bartlett

*'Granted'*

CONDITIONS:

1. The lot to be severed be appropriately zoned to the satisfaction of the Township of South-West Oxford.

2. The owners shall submit a recent survey to confirm lot sizes, proposed easements, and building/structure locations and setbacks to the satisfaction of the Township of South-West Oxford.
3. The owners shall confirm the location of the existing well, septic system, and leaching beds (to be wholly contained on the lot to be severed) and provide all required services to the satisfaction of the Township of South-West Oxford and/or Oxford County and enter into any necessary written agreements and/or easements regarding provision of required services with the Township of South-West Oxford and/or Oxford County. A draft copy of the reference plan and agreement for services shall be provided to the Township of South-West Oxford and the Secretary-Treasurer of the Land Division Committee, prior to the issuance of a certificate. All cost sharing requirements and maintenance responsibilities shall be clearly indicated in the agreements, and the said agreements shall be registered on title.
4. The owners shall enter into any necessary easement agreements regarding a driveway easement on the lot to be severed via B25-62-4 for the benefit of the lot to be severed via B25-61-4 to provide access to Beachville Road to the satisfaction of the Township of South-West Oxford. A draft copy of the reference plan and agreement for the easement shall be provided to the Township of South-West Oxford and the Secretary-Treasurer of the Land Division Committee, prior to the issuance of a certificate. All cost sharing requirements and maintenance responsibilities shall be clearly indicated in the agreement, and the said agreement shall be registered on title.
5. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the application.

A25-15-4

Moved by: L. Martin  
Seconded by: L. Bartlett

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the Town of South-West Oxford Zoning By-law No. 25-98
2. The variance requested is desirable for the appropriate development or use of the land, building or structure.

3. The variance requested is in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variance requested is in keeping with the general intent and purpose of the Town of South-West Oxford Zoning By-law No. 25-98

B25-63-4

Moved by: L. Martin  
Seconded by: L. Bartlett

*'Granted'*

CONDITIONS:

1. The certificate for Application B25-61-4 be issued, the Transfer registered, and a copy of the registered Transfer be provided to the Secretary-Treasurer of the Land Division Committee, prior to the issuance of the certificate for Application B25-63 4.
2. The lot to be retained and the lot to be enlarged be appropriately zoned to the satisfaction of the Township of South-West Oxford.
3. The owners shall confirm compliance with Minimum Distance Separation (MDS) to the satisfaction of the Township of South-West Oxford for the existing agricultural building on the lot to be enlarged.
4. The parcel intended to be severed be conveyed to the abutting landowner to the immediate west and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
5. The owners shall confirm the location of the existing well, septic system, and leaching beds (to be wholly contained on the lot to be retained) and provide all required services to the satisfaction of the Township of South-West Oxford and/or Oxford County and enter into any necessary written agreements and/or easements regarding provision of required services with the Township of South-West Oxford and/or Oxford County for the retained lands.
6. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
7. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the application.

A25-16-4

Moved by: L. Martin  
Seconded by: L. Bartlett

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the Town of South-West Oxford Zoning By-law No. 25-98
2. The variance requested is desirable for the appropriate development or use of the land, building or structure.
3. The variance requested is in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variance requested is in keeping with the general intent and purpose of the Town of South-West Oxford Zoning By-law No. 25-98

CARRIED.

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B26-02-3; A26-01-3 – A & A Farms Ltd.  
(Pt Lt 5, Conc. 7 (East Oxford), Township of Norwich)

TJ Andrew, was present to speak to the application.

H. St. Clair presented the Staff report. The intent of the application is to facilitate the creation of a non-farm rural residential lot surplus to a farming operation as a result of farm consolidation.

The lot to be severed is approximately 40.6 ha (100.4 ac) in size with 211.5 m (694 ft) of frontage on Substation Road. The lot to be severed contains two storage sheds and a dwelling accessory to the farm (built in 1889).

The lot to be retained is approximately 0.3 ha (0.78 ac) in size with 29.2 m (96 ft) of frontage on Substation Road. The lot to be retained contains an existing dwelling (built in 1948).

The application for Minor Variance is requesting relief from Table 9.2, RR Provisions, Lot Frontage to reduce the required lot frontage from 35 m (114.8 ft) to 29.2 m (96 ft).

The subject lands are described as Part of Lot 5, Concession 7 (East Oxford), in the Township of Norwich. The subject lands are located on the north side Substation Road lying between Vandecar Line and County Road 14 and are municipally known as 425799 Substation Road.

Overall Planning Staff are supportive of this application and recommend approval subject to the noted conditions.

T. Andrew, had no comments or concerns and accepted all noted conditions.

In response to G. Brumby, H. St. Clair noted that Planning Staff are satisfied that the buildings on this property are not being used for livestock, so no minimum distance setbacks are applicable.

No further comments or questions were received from the Committee.

B26-02-3

Moved by: D. Matheson  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The lot to be retained and the lot to be severed be appropriately zoned, to the satisfaction of the Township of Norwich.
2. If required, the Owner shall enter into a standard Severance Agreement with the Township of Norwich, to the satisfaction of the Township.
3. The Owner shall provide an As-Built Survey stamped by an Ontario Land Surveyor (OLS) for the lot to be retained and severed showing the dimensioned location of all buildings, structures, wells, and septic components on the lands and side elevation drawings to confirm spatial separation requirements, to the satisfaction of the Township of Norwich Building Department.
4. The Clerk of the Township of Norwich advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
5. The Owner shall enter into an agreement with the County of Oxford to prohibit the construction of a new residential dwelling of any type, including additional residential units, on the agricultural lot to be severed, more particularly described as Part of Lot 5, Concession 7 as in 448276 (i.e. the agricultural lot to be severed); Township of Norwich, County of Oxford (the "Remnant Farm Property").
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting the application.

A26-01-3

Moved by: D. Matheson  
Seconded by: L. Martin

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the Township of Norwich

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Zoning By-law No. 07-2003-Z.

2. The variance requested is desirable for the appropriate development or use of the land, building or structure.
3. The variance requested is in keeping with the general intent and purpose of the County of Oxford Official Plan.
4. The variance requested is in keeping with the general intent and purpose of the Township of Norwich Zoning By-law No. 07-2003-Z.

CARRIED.

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B26-04-5 – David Clendinning  
(Pt Lt 21, Conc. 5 (North Dorchester), Township of Zorra)

Andrew Christie was present to speak to the application.

H. St. Clair reviewed the staff Planning Report. The purpose of this application is to facilitate a lot addition to an existing rural residential lot, with the retention of an agricultural lot. It is proposed that an area of approximately 0.3 ha (0.74 ac) of agricultural lands be severed and conveyed to the existing rural residential parcel to the municipally known as 602820 Road 60. The lands proposed to be enlarged are approximately 0.4 ha (1 ac) in size and contain an existing single-detached dwelling and a garden shed. It is proposed that an area of approximately 59 ha (146 ac) and containing an existing dairy barn and various agricultural buildings and structures, be retained.

The subject land is described as Pt. Lot 21, Conc. 5 (North Dorchester) are located on the south side of Road 60, between Hunt Road and 17th Line, and are municipally known as 602758 Road 60, Township of Zorra.

Planning Staff have reviewed the application and recommend approval subject to the recommended conditions.

A. Christie had no comments or concerns and understood and accepted all noted conditions.

In response to G. Brumby, A. Christie noted that they will be adding a new shop onto the property.

No further comments or concerns were received from the Committee.

B26-04-5

Moved by: L. Bartlett  
Seconded by: D. Matheson

*'Granted'*

CONDITIONS:

1. The lot to be severed be appropriately zoned to the satisfaction of the Township of Zorra.
2. The parcel intended to be severed shall be conveyed to the abutting landowner to the immediate northwest and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owners' expense, to the satisfaction of the Township of Zorra.

4. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
5. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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B26-08-6; B26-09-6 – Sifton Properties Ltd.

(Pt Blk 65, 41M309, Pt 3, 41R10843 and Pt of Blk 66, 41M309, Pt 2, 41R10843 s/t easement in gross CO141894, Town of Ingersoll)

Dave Sheard & Nathan Goetz, neighbouring property owners, were present to speak to the application.

H. St. Clair reviewed the staff Planning report. The County of Oxford Land Division Committee has received applications for Consent to sever two parcels of land for future residential development, consisting of street fronting townhouses. It is proposed that Lot 1 from Consent Application B26-08-6 will be 0.12 ha (0.29 ac) in size, with 48.2 m (158.1 ft) of frontage on Hollingshead Road and a depth of 26.4 m (86.6 ft), while Lot 2 from Consent Application B26-09-6 will be 0.11 ha (0.27 ac) in size with 42.6 m (139.7 ft) of frontage on Hollinshead Road and a depth of 26.4 m (86.6 ft).

It is proposed that the lot to be retained will be 1.02 ha (2.5 ac) in size with approximately 33.2 m (108.9 ft) of frontage on Hollingshead Road. It is proposed that the retained lands will be developed for future residential use.

The subject lands are described as Block 65 and Part of Block 66, Plan 41M-309 in the Town of Ingersoll. The subject lands are located on the west side of Hollingshead Road, lying north of Clark Road and are currently vacant.

The development of the lands has been subject to previous planning approvals for Official Plan amendments and Zoning By-law amendments, and are now designated 'High Density Residential' with a site-specific policy to permit the development of the proposed 13 townhouse units and the apartment dwellings, based on a decision by the Ontario Land Tribunal. Planning staff are satisfied that the requested severances will implement these decisions in accordance with the intent of the amended site-specific Official Plan policies and the amended 'R3-24' zoning which has been established to facilitate the proposed development.

Based on the site sketch submitted by the applicant, both the severed and retained lands will comply with the existing 'R3-24' zoning with respect to lot area, frontage and depth and overall, it is the opinion of Planning staff that the proposal is consistent with the policies of the PPS and in-keeping with the intent of Official Plan. As such, Planning staff are satisfied that the applications can be given favourable consideration, subject to the recommended conditions.

H. St. Clair noted that we did receive a letter of concern from the public with respect to parking and the size of the public notice signs. She noted that the parking for the proposed apartment buildings on the retained lands has been established by the Ontario Land Tribunal and the parking for the proposed town houses on the severed lots will be in accordance with the existing Zoning By-law requirements which require two spaces for each unit. This would be subject to future site plan approvals. H. St. Clair also noted that the County's public notice signage is in accordance with the requirements of the Planning Act. She also noted that she was advised on May 6<sup>th</sup>, 2026 that the public notice signage on the subject lands had been knocked over. It has been confirmed that the signage was posted 14 days prior to the public meeting which is in accordance with the Planning Act. Additionally public notices were delivered to residents within 60 m of the property and comments from the letter that was received did indicate that they shared notification of the application on the neighbourhood Facebook page which would further serve to provide the public with sufficient notice of the application. She did advise that if the Committee did have concerns about the public notice, they could recommend deferral of the application in order to allow time to further advise the public of the application.

D. Sheard shared their concerns about this application. They noted that they are not against any affordable housing development, however they want to see it planned and developed right. They noted that there are still issues with the applicant and noted their displeasure with the draft plans so far that do not include any green space, underground parking, or parks for children. Additionally, they commented about the significant issues that already exist with parking in the area and how this high-density development would further contribute to those issues of insufficient parking. There is a lot of growth going on in this area and they would like to see the proper requirements put in place and ask that it be planned for as if you are the ones living there.

N. Goetz noted that their biggest concern is parking. They would like to see no parking zones on Hollingshead Road from Clark Road to Montgomery Way.

G. Brumby noted that the Land Division Committee is limited in what they can address outside of the severance itself and suggested sharing their concerns with parking with the County and Township Councils.

In response to L. Martin, H. St. Clair noted that this property has gone through a number of variations of planning approvals all of which were accompanied by traffic studies. A traffic light will be required in the future which will be paid for mainly by the developers with some cost sharing from the Town. With respect to parking, the Town of Ingersoll and the County of Oxford shared the concerns based on the comments that were received and based on that went to a 5-day contested hearing where the Ontario Land Tribunal sided with the applicant. They have established the parking rates that were requested by the applicant. This severance is meant to implement that development proposal that was approved by the Ontario Land Tribunal. She noted there is visitor parking shown on their site plan but it is less than the zoning bylaw.

L. Martin commented that if the Ontario Land Tribunal has decided on the application then that is basically out of the Land Division Committee's hands.

In response to G. Brumby, H. St. Clair noted that there are site specific policies from the Official Plan to facilitate the proposed development as well as the zoning provisions.

There were no further comments or concerns received from the Committee.

B26-08-6

Moved by: D. Matheson  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The County of Oxford Department of Public Works advise the Secretary-Treasurer of the County of Oxford Land Division Committee that all financial requirements of the County of Oxford with respect to provision of water and sewer services to the lot to be severed have been complied with. To this end, each property must be serviced independently and any/all services crossing the proposed property line be disconnected, to the satisfaction of the Oxford County Public Works Department.
2. If required, any easements shall be provided to the County at the Owner's expense and a draft reference plan and draft transfer easement documents shall be provided for review, to the satisfaction of the Oxford County Public Works Department. Easements shall be registered as a first encumbrance prior to issuance of a building permit.
3. The Owner shall submit a grading plan, prepared by a Professional Engineer or Ontario Land Surveyor, for both the lot to be severed and retained to demonstrate that all surface run-off is fully contained, does not negatively impact on adjoining property, is directed away from all existing and future buildings and is directed to an adequate stormwater outlet, to the satisfaction of the Town of Ingersoll.
4. The Owner shall submit a servicing plan to confirm the location of any overhead or underground services installed to the severed and retained lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created, to the satisfaction of the Town of Ingersoll.
5. A financial security deposit will be required, in accordance with the Town of Ingersoll Development Agreement Security Policy, to the satisfaction of the Town of Ingersoll Engineering Department.
6. The Owner shall submit a recent survey of both the severed and retained lots to confirm lot sizes and setbacks to existing buildings, to the satisfaction of the Town of Ingersoll.
7. If required, any easements required to convey drainage, provide servicing or access to the severed and/or retained parcels must be registered on title free and clear of all encumbrances at the Owner's expense, to the satisfaction of the Town of Ingersoll.
8. The Owner shall provide a 1.8 m (5.9 ft) wood fence along the side and rear lot lines of the severed parcel, to the satisfaction of the Town of Ingersoll.
9. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial, services and otherwise, have been complied with.
10. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

B26-09-6

Moved by: D. Matheson  
Seconded by: L. Martin

*'Granted'*

CONDITIONS:

1. The County of Oxford Department of Public Works advise the Secretary-Treasurer of the County of Oxford Land Division Committee that all financial requirements of the County of Oxford with respect to provision of water and sewer services to the lot to be severed have been complied with. To this end, each property must be serviced independently and any/all services crossing the proposed property line be disconnected, to the satisfaction of the Oxford County Public Works Department.
2. If required, any easements shall be provided to the County at the Owner's expense and a draft reference plan and draft transfer easement documents shall be provided for review, to the satisfaction of the Oxford County Public Works Department. Easements shall be registered as a first encumbrance prior to issuance of a building permit.
3. The Owner shall submit a grading plan, prepared by a Professional Engineer or Ontario Land Surveyor, for both the lot to be severed and retained to demonstrate that all surface run-off is fully contained, does not negatively impact on adjoining property, is directed away from all existing and future buildings and is directed to an adequate stormwater outlet, to the satisfaction of the Town of Ingersoll.
4. The Owner shall submit a servicing plan to confirm of the location of any overhead or underground services installed to the severed and retained lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created, to the satisfaction of the Town of Ingersoll.
5. A financial security deposit will be required, in accordance with the Town of Ingersoll Development Agreement Security Policy, to the satisfaction of the Town of Ingersoll Engineering Department.
6. The Owner shall submit a recent survey of both the severed and retained lots to confirm lot sizes and setbacks to existing buildings, to the satisfaction of the Town of Ingersoll.
7. If required, any easements required to convey drainage, provide servicing or access to the severed and/or retained parcels must be registered on title free and clear of all encumbrances at the Owner's expense, to the satisfaction of the Town of Ingersoll.
8. The Owner shall provide a 1.8 m (5.9 ft) wood fence along the side and rear lot lines of the severed parcel, to the satisfaction of the Town of Ingersoll.
9. The Clerk of the Town of Ingersoll advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town, financial, services and otherwise, have been complied with.
10. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.

2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. Comments received from the public were reviewed, and where appropriate, were considered in the Land Division Committee's decision to approve the application.

CARRIED.

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B26-13-8 – Thames Valley District School Board

(Lt 1, Plan 1126 except B3020, 481320 & Pt 5, 41R5478, Pt Lt 3-4, Plan 723, Pt 3, 41R5478, City of Woodstock)

Jacob Williams was present online to speak to the application.

H. St. Clair presented the Staff report. The application for consent seeks to sever a lot with a width of 54 m (177.2 ft), depth of 100 m (328.1 ft), area of 5,726 m<sup>2</sup> (61,636.2 ft<sup>2</sup>) to be added to a lot to the east with a frontage of 93 m (305.1 ft), a depth of 227 m (744.7 ft) and area of 25,743 m<sup>2</sup> (277,104.4 ft<sup>2</sup>), and retain a lot with a frontage of 82 m (269 ft), depth of 90 m (295.3 ft), and area of 9,198 m<sup>2</sup> (99,009.7 ft<sup>2</sup>). The intent of the application is to sever vacant lands from an existing adult and continuing education building and add it to an adjoining lot to the east containing an industrial use.

The subject lands front on the north side of Blossom Park Road, north of Devonshire Avenue, and are legally described as Lot 1, Plan 1126, and Parts of Lots 3-4, Part 3, 41R5478, in the City of Woodstock, known municipally as 391 Blossom Park Road.

Overall Planning staff are supportive of the application and recommend approval, subject to the conditions noted in the Staff report.

In response to J. Williams, H. St. Clair noted that the condition for the Official Plan Amendment is to recognize the proposed land use and make sure that is in conformity with the Official Plan designation.

J. Williams had no further questions and understood and accepted the noted conditions.

The Committee had no comments or questions.

B26-13-8

Moved by: L. Bartlett  
Seconded by: D. Matheson

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate east and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50 (3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
2. The owner shall provide the minimum required side yard setback in relation to the new property line and the existing accessory structures located on the retained lands and/or the structures shall be removed, relocated or altered to the satisfaction of the City of Woodstock Building Department.
3. 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.

4. The lands shall be appropriately designated in Oxford County's Official Plan to the satisfaction of Oxford County.
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.
6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The subject property is appropriately zoned.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

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On the motion of L. Martin the Land Division Committee meeting adjourned at 10:39 am.

*"Original Signed by"*

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CHAIRPERSON