

To: Mayor and Members of Township of Norwich Council

From: Amy Hartley, Development Planner, Community Planning

Application for Zone Change ZN 3-21-19 – Trustees of the First Netherlands Reformed Congregation of Ontario (supplementary report)

REPORT HIGHLIGHTS

- The application was previously considered at the June 21, 2022, Council meeting wherein Council deferred the application pending consideration and approval of the draft plan of subdivision by Oxford County Council. The draft plan of subdivision was approved July 25, 2022.
- Applications have been initiated by the applicants to receive draft plan of subdivision approval and an amendment to the Township Zoning By-law to facilitate the creation of five (5) residential lots in the Village of Burgessville.
- Planning staff remain supportive of the zone change application as it is consistent with the PPS direction and Official Plan policies respecting residential intensification and infill development within a settlement area.

DISCUSSION

BACKGROUND

OWNER: Trustees of the First Netherlands Reformed Congregation
685 Main Street South, Burgessville ON, N0J 1C0

LOCATION:

The subject lands are legally described as Part Lot 14, Concession 2 (North Norwich) and Part 2, Plan 41R-5569 in the Township of Norwich. The subject lands are located on the east side of Main Street South, south of Church Street and are municipally known as 685 Main Street South in the Village of Burgessville.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule “C-3”	County of Oxford Settlement Strategy Plan	Village
Schedule “N-1”	Township of Norwich Land Use Plan	Settlement
Schedule “C-5”	County of Oxford Wellhead Protection Area Plan	Well Head Protection Area 10 Year Time of Travel

TOWNSHIP OF NORWICH ZONING BY-LAW NO. 07-2003-Z:

Existing Zoning: Institutional Zone (I)

Proposed Zoning: Residential Type 1 Zone (R1) and Special Institutional Zone (I-sp)’

PROPOSAL:

Applications for Draft Plan of Subdivision and zone change have been received to facilitate the development of five lots for single detached dwellings, and the retention of one lot that will remain used for institutional purposes (Netherlands First Reformed Church) in the Village of Burgessville. It is proposed that the residential lots will be accessed by an extension of Burgess Street and will be serviced by private wells and septic systems.

The associated Draft plan of Subdivision application was supported by Township Council and approved by County Council on July 25, 2022. A subsequent extension of draft approval was granted in 2025 and 2026, the current lapsing date is set for July 13, 2027. The applicants are nearing completion of the draft approval conditions.

This supplementary report is intended to approve the requested zoning amendment that was previously deferred pending final approval of the draft plan of subdivision. An amendment to the draft plan was approved in 2026 to increase the lot area of each residential lot; however, the amendment did not impact the requested zoning as the proposed lots appear to comply with the provisions of the ‘Residential Type 1 Zone (R1)’. No other changes to the draft plan or zoning by-law amendment have been made since the original public meeting was held on June 21, 2022.

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 (2020) with Existing Zoning, provides an aerial view of the subject lands and surrounding uses as existing in the Spring of 2020.

Plate 3, Proposed Draft Plan of Subdivision, provides the layout of the approved draft plan of subdivision.

Planning Analysis

Report [CP 2022-243](#) provided an analysis of the application and proposed zoning amendment. The report noted that the proposed zoning amendment is consistent with the policies of the PPS and maintains the general intent and purpose of the Official Plan.

Since the consideration of the previous planning report, the Provincial Planning Statement (2024) has replaced the previous Provincial Policy Statement (2020), however in the opinion of planning staff, the proposal remains consistent with the current PPS.

Additionally, although amendments have been made to the Township Zoning By-law since the proposal was considered in 2022, planning staff note that the approved draft plan complies with the R1 zoning provisions, and no site-specific provisions are required to accommodate the residential development. The applicant's request included a site-specific provision to recognize the existing deficient lot frontage of the institutional parcel fronting Main Street South and planning staff recommend that it be included in the draft by-law.

Planning staff are supportive of the application and recommend that the proposed amending by-law be adopted by Township Council.

RECOMMENDATIONS

It is recommended that the Council of the Township of Norwich approve the zone change application, ZN3-21-19, as submitted by the Trustees of the First Netherlands Reformed Congregation (Kok), for lands described as Part Lots 14, Concession 2 (North Norwich) and Part 2 Plan 41R-5569, Village of Burgessville, Township of Norwich to rezone the subject lands from 'Institutional Zone (I)' to 'Special Institutional Zone (I-sp)' and 'Residential Type 1 Zone (R1)' to recognize the lot frontage of the existing institutional use and to facilitate the development of five single detached dwellings within a draft approved plan of subdivision.

SIGNATURES

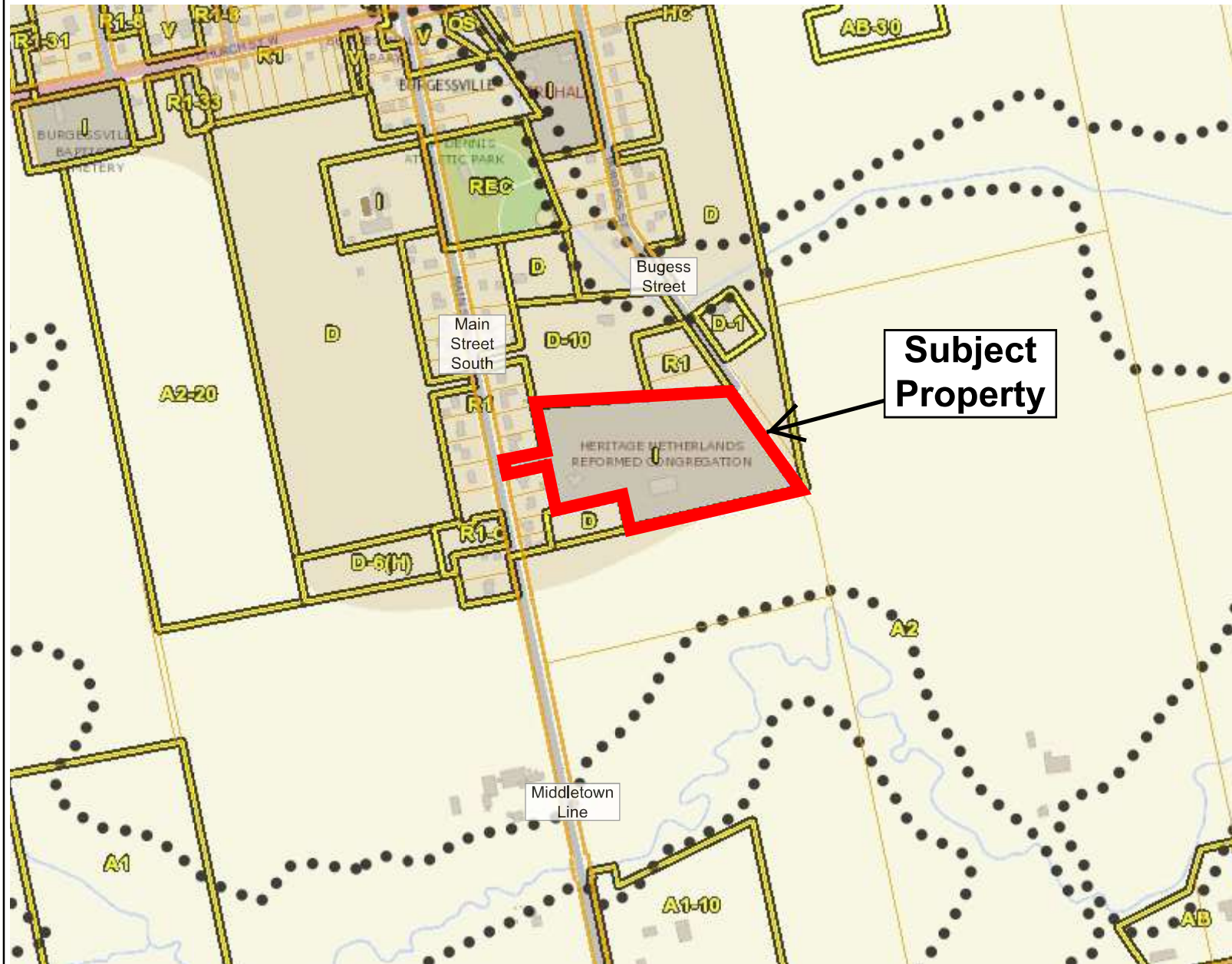
Authored by:

Original Signed By

Amy Hartley
Development Planner

Approved for submission: Original Signed By

Eric Gilbert, MCIP, RPP
Manager of Development Planning



Legend

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



0 220 440 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

March 1, 2022



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Regulatory Flood (GRCA)**
- Flood Hazards (UTRCA)**
- 100 Yr Flood (LPRCA)**
- GRCA River Slopes and Erosion Allowances**
- GRCA River Valley Slopes**
- UTRCA Erosion Hazards**
- Erosion Hazard Lands (From OP)**
- GRCA Reg Limit**
- UTRCA Reg Limit**
- LPRCA Reg Limit**
- CCCA Reg Limit**

Notes



0 60 120 Meters

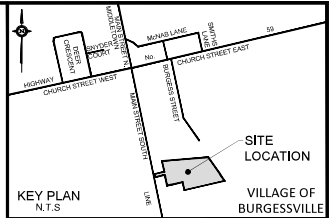
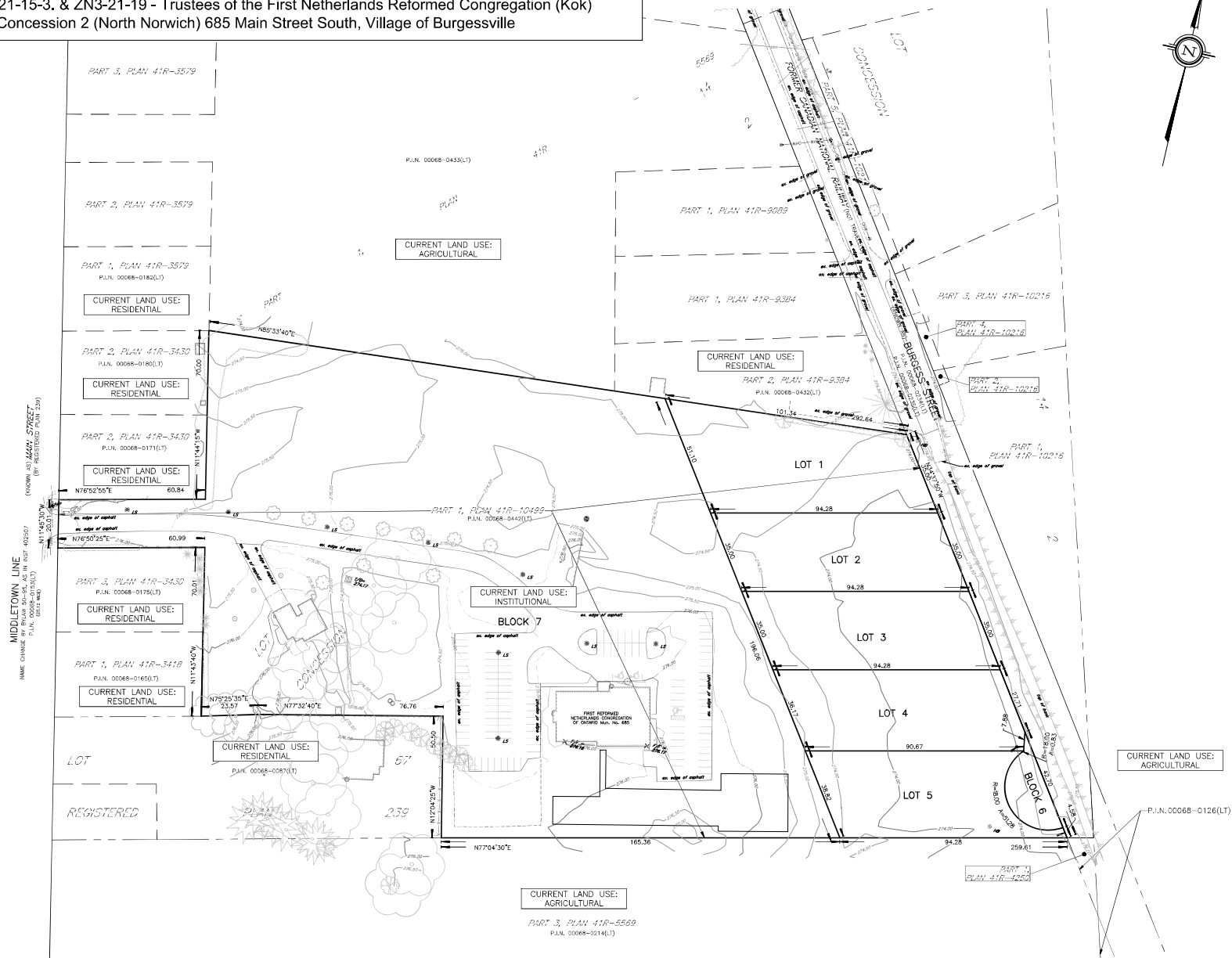
NAD_1983_UTM_Zone_17N



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June 13, 2022

Plate 3: Proposed Draft Plan of Subdivision
 File Nos. SB21-15-3, & ZN3-21-19 - Trustees of the First Netherlands Reformed Congregation (Kok)
 Part Lot 14, Concession 2 (North Norwich) 685 Main Street South, Village of Burgessville



DRAFT PLAN OF SUBDIVISION OF PART OF LOT 14 CONCESSION 2 (GEOGRAPHIC TOWNSHIP OF NORTH NORWICH) TOWNSHIP OF NORWICH COUNTY OF OXFORD

1 : 750 METRIC

SITE DATA:
 REQUIREMENTS OF SECTION 5(17) OF THE PLANNING ACT
 (R.S.O. 1990, CH. P13)
 (A) AS SHOWN ON FACE OF DRAFT PLAN
 (B) AS SHOWN ON FACE OF DRAFT PLAN
 (C) AS SHOWN ON KEY MAP
 (D) AS SHOWN ON THIS LAND USE SCHEDULE
 (E) AS SHOWN ON FACE OF DRAFT PLAN
 (F) AS SHOWN ON FACE OF DRAFT PLAN
 (G) AS SHOWN ON FACE OF DRAFT PLAN
 (H) PROPOSED PRIVATE DRILLED WELLS
 (I) TOPSOIL UNDERLAIN BY A DEPOSIT OF SAND UP TO 1.2m THICK, WHICH IN TURN OVERLIES SILTY SANDY SILET TO THE TERMINATION DEPTHS OF THE TEST PIT(S) (GEOLOGICAL INVESTIGATION ATTACHED)
 (J) AS SHOWN ON FACE OF DRAFT PLAN
 (K) PRIVATE ON SITE SEPTIC SYSTEMS, GARBAGE & RECYCLING COLLECTION, THE PROTECTION, POLICE PROTECTION, EMS PROTECTION, SCHOOLS, RECREATION PROGRAMS, LIBRARY, ETC.
 (L) NO RESTRICTIONS

LAND USE SCHEDULE				
DESCRIPTION	USAGE TYPE	AREA (sq. M)	FRONTAGE	DEPTH
LOT 1	RESIDENTIAL	3778.7m ²	35.0m	94.3m
LOT 2	RESIDENTIAL	3085.7m ²	35.0m	94.3m
LOT 3	RESIDENTIAL	3085.7m ²	35.0m	94.3m
LOT 4	RESIDENTIAL	3154.7m ²	35.0m	90.3m
LOT 5	RESIDENTIAL	2913.1m ²	35.0m	94.3m
BLOCK 6	R.O.W.	561.1m ²	41.0m	N/A
BLOCK 7	INSTITUTIONAL	4050.3m ²	25.0m	N/A

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE GRIT SURVEYING INC. TO
 SUBMIT THIS PLAN FOR APPROVAL.

DATE: _____ TRUSTEES OF THE FIRST REFORMED
 NETHERLANDS CONGREGATION OF ONTARIO
 685 Main St. South, Burgessville, Ontario

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE
 SUBDIVIDED ON THIS PLAN AND THEIR RELATIONSHIP AND TO
 THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY
 SHOWN.

DATE: _____ JAMES A. NICOL
 ONTARIO LAND SURVEYOR
 GRIT SURVEYING INC.

GRIT
SURVEYING

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 STRATFORD, ON
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 www.gritengineering.ca

DRAWN BY: J.A.N. FILE NO: GE25-1334-1
 CHECKED BY: C.S.J. DATE: JUNE 02, 2025