

To: Mayor and Members of South-West Oxford Township Council

From: Laurel Davies Snyder, Development Planner, Community Planning

Application for Zone Change

ZN4-26-03 – Township of South-West Oxford

REPORT HIGHLIGHTS

- This zone change application proposes to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Institutional Zone (I-sp)' to facilitate the construction of a new 1,039.7 m² (11,192 ft²) multi-use building for the Township of South-West Oxford Administration Office, Public Library, and Child Care facilities.
- Site-specific provisions have been requested to reduce the required exterior side yard from 10 m (32.8 ft) to 7.6 m (25 ft), permit off-site parking, reduce the number of required on-site parking spaces from 86 to 22, and reduce the number of required on-site accessible parking spaces from 4 to 3. All required parking spaces and accessible parking spaces will be provided on the subject lands, and on an abutting lot and an adjacent lot, also owned by the Township of South-West Oxford.
- Planning staff are recommending that the application be approved as it is generally consistent with the Provincial Planning Statement (PPS) and maintains the intent and purpose of the Official Plan regarding establishing a Minor Institutional Use in a Serviced Settlement Area.

DISCUSSION

Background

OWNER/APPLICANT: Township of South-West Oxford
312915 Dereham Line, Mt. Elgin, N0J 1N0

LOCATION:

The subject lands are legally identified as Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M-404. The lands are located on the south side of Mount Elgin Road, between Elgin Drive and Peggy Avenue, and municipally known as 324058 Mount Elgin Road.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "S-1"	Township of South-West Oxford Land Use Plan	Settlement
Schedule "S-2"	Village of Mount Elgin Land Use Plan	Low Density Residential

TOWNSHIP OF SOUTH-WEST OXFORD ZONING BY-LAW NO. 25-98:

Existing Zoning: 'Residential Type 1 Zone (R1)'

Proposed Zoning: 'Special Institutional Zone (I-sp)'

PROPOSAL:

The purpose of this application is to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Institutional Zone (I-sp)' to facilitate the construction of a new 1,039.7 m² (11,192 ft²) structure for the Township of South-West Oxford Administration Office, a Public Library, and child care facilities. Site-specific provisions have been requested to reduce the required exterior side yard width from 10 m (32.8 ft) to 7.6 m (25 ft), permit off-site parking, reduce the number of required on-site parking spaces from 86 to 23, and reduce the number of required on-site accessible parking spaces from 4 to 3. Twenty-two (22) parking spaces will be provided on the subject lands, which will include three (3) accessible parking spaces. The remainder of the required parking spaces and accessible parking space will be provided on an abutting lot and an adjacent lot, also owned by the Township of South-West Oxford.

Pedestrian access to the new building will be provided via a walkway on Mount Elgin Drive and three (3) walkways on Elgin Drive. Vehicular access will be provided via Mount Elgin Road and Elgin Drive.

The subject lands are approximately 3,983.46 m² (42,877.6 ft²) in area with approximately 41 m (134.5 ft) of frontage on Mount Elgin Road, with an approximate depth of 99 m (324.8 ft) in the Village of Mount Elgin. Surrounding land uses consist of single detached dwellings to the north, east, and west, and a developing residential subdivision to the south. The Oxford County Graydon Water Treatment facility is on the abutting property to the east, and there is an existing industrial use to the north of the subject lands (Green Lea Ag Centre Inc.). The subject lands are located within Well Head Protection Area A.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject lands, the location of Township of South-West Oxford Parking lots, and the existing zoning in the immediate vicinity.

Plate 2, Aerial Map (2025), provides an aerial view of the subject lands, the Township of South-West Oxford Parking lots, and surrounding lands.

Plate 3, Applicant's Sketch, provides the proposed site plan, as submitted 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 the 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 2.3.1, General Policies for Settlement Areas, establishes that 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.

Section 2.3.1 also establishes that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

Section 2.8, Employment, establishes that planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
- c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
- d) encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and
- e) addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses.

Section 3.1, General Policies for Infrastructure and Public Service Facilities establishes that infrastructure and public service facilities should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Chapter 5: Protecting Public Health and Safety. Furthermore, public service facilities should be planned and co-located with one another, along with parks and open space where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation. Planning authorities, in collaboration with school boards, should consider and encourage innovative approaches in the design of schools and associated childcare facilities, such as schools integrated in high-rise developments, in strategic growth areas, and other areas with a compact built form.

OFFICIAL PLAN

The subject lands are located within a rural settlement, specifically a Serviced Village according to the County of Oxford Settlement Strategy Plan, as contained in the Official Plan. More specifically, the subject lands are located within the Village of Mount Elgin. Designated rural settlements comprise Rural Clusters, Villages and Serviced Villages. To accommodate anticipated rural growth, County Council promotes the location of non-agricultural uses within rural settlements as a means of protecting agricultural lands and natural areas, avoiding scattered and strip development and maximizing the efficiency of municipal services where they exist.

The subject lands are within the Low Density Residential designation. Residential Areas are those lands primarily designated for housing purposes which may also include other ancillary land uses

which are integral to and supportive of a residential environment. In addition to residential uses, services and amenities that enhance the quality of the residential environment, and which primarily serve the local residential neighbourhood by providing services or fulfilling cultural or social needs such as schools, day care facilities, churches and park facilities are permitted within Residential Areas. Minor Institutional uses will be established in conformity with Section 6.5.2 and parks facilities will be established consistent with the policies of Section 6.6.

Section 6.5, Institutional Uses in the Rural Settlements, establishes that institutional land uses are supportive and complementary to settlement uses. Institutional uses are classified into two functional categories - Major Institutional and Minor Institutional - based on potential land use impacts and potential conflicts with residential and other settlement uses. Major Institutional uses can by reason of their size and scale, the nature of activities or parking requirements constitute major centres of activity within the settlement. The nature of these uses is such that sensitive integration of new or expanding uses is required to minimize potential effects of Major Institutional uses on adjacent land uses. The Official Plan supports both major and minor institutional uses within the Serviced Village designations.

Section 6.5.2, Minor Institutional Uses, establishes that these uses include elementary and secondary schools, churches, day care facilities, public service uses such as police, ambulance and fire stations, and similar smaller-scale institutional facilities. Minor institutional uses may also include the conversion of a residence or other similar structure to a small-scale retirement home. Minor Institutional uses will comply with the Environmental Resource Protection policies and Environmental Constraints policies of Section 3.2. Area Council may limit the range of minor institutional uses permitted within a particular designation through the Zoning By-law. Within the Serviced Village designation, minor institutional uses are not designated as a specific land use category. Rather, minor institutional uses are permitted as ancillary uses within the Residential Areas and are permitted in Service Commercial and Village Core designations and certain types of minor institutional uses such as ambulance and fire stations are permitted within the Industrial Areas designation. Minor institutional uses are also permitted within the Village designation.

This section also establishes that minor institutional uses are not designated as a specific land use category. Rather, minor institutional uses are permitted as ancillary uses within the Residential Areas and are permitted in Service Commercial and Village Core designations and certain types of minor institutional uses such as ambulance and fire stations are permitted within the Industrial Areas designation. Minor institutional uses are also permitted within the Village designation.

Minor institutional uses will be subject to a specific Institutional zoning category, and new minor institutional uses will be evaluated on a site-specific basis in accordance with the following criteria: including:

- **Servicing:** On-site sewage and water facilities shall satisfy the requirements of the County and the Board of Health and the policies of Section 3.2, Environmental Resource Protection policies relating to water quality and quantity, as appropriate.
- **Compatibility:** The compatibility of the proposed development with surrounding land uses having regard to the sensitivity of the proposed use and surrounding uses, the height, setbacks, parking requirements and location, site coverage and the bulk, scale and layout of buildings.

Section 6.5.2.1, Site Planning, states that to address potential land use effects that minor institutional development may have on adjacent land uses or that adjacent land uses may have on the proposed institutional use, site plan approvals may be required. The site design of Minor

Institutional uses will be consistent with the following general site design policies and specific design considerations including:

- **Parking and Driveways:** Parking and driveways will be located to permit appropriate landscaping and screening from adjacent uses. Such parking will generally be located to the rear or side of the main building on the site.
- **Signage/Lighting:** Signage and lighting will be controlled in terms of height, size and orientation. Buffering Adjacent uses will be buffered from institutional uses through the requirements for setbacks, landscaped strips, screening or other measures.
- **Barrier-Free Design:** The needs of persons with disabilities and other special needs groups are addressed wherever feasible.
- **Existing Vegetation:** Existing mature vegetation will be maintained as much as possible on the site.
- **Drainage:** On-site drainage from buildings and parking areas will be controlled to minimize the effect on adjacent properties.

Section 6.5.2.2, Day Care Facilities, sets out the policies with respect to establishing day care facilities within designated Villages or Serviced Villages. To minimize any adverse effect of new or expanded day nurseries, day care agencies, or other centre-based day care facilities on adjacent residential uses, the Area Council will require where appropriate:

- the provision of on-site parking for staff;
- vehicular lay-by spaces or on-site parking spaces for the drop-off and pick-up of children;
- fencing and/or landscape buffering to reduce adverse effects of noise and visual intrusion on adjacent land uses;
- the paving of parking areas and driveways to prevent the raising of dust; and,
- on-site stormwater management.

ZONING BY-LAW

The subject lands are currently zoned 'Residential Type 1 Zone (R1)' in the Township of South-West Oxford Zoning By-law No. 25-98. The applicant is proposing to rezone the subject lands to 'Special Institutional Zone (I-sp)' to facilitate the construction of a new 1,039.7 m² (11,192 ft²) structure for the Township of South-West Oxford Administration Office, Public Library and Child Care facilities.

As per Section 24.1 of the Zoning By-law (Institutional Zone, Uses Permitted), an administrative office of the Corporation, a daycare centre, and a public library are permitted uses within the 'I' zone. Based on the information submitted by the applicant, the subject lands appear to meet the minimum requirements for lot area, lot coverage, building height, landscaped open space, frontage, front yard depth, rear yard depth and interior side yard width. Staff notes that there is no provision for gross floor area for non-residential uses the 'I' zone.

The applicant has requested site-specific provisions to reduce the required exterior side yard from 10 m (32.8 ft) to 7.6 m (25 ft), permit off-site parking, reduce the number of required on-site parking spaces from 86 to 22, and reduce the number of required on-site accessible parking spaces from 4 to 3. Staff notes that all required parking spaces and accessible parking spaces will be provided on the subject lands, on an abutting lot and on an adjacent lot; all properties are owned by the Township of South-West Oxford (illustrated on Plate 1 and Plate 2)

AGENCY COMMENTS

The application was circulated to public agencies considered to have an interest in the proposal. All the comments received through the circulation process are summarized below.

The Oxford County Backflow Prevention Officer commented that the subject lands are subject to the Oxford County By-law No 6544-2023.

The Oxford County Coordinator of Source Water Protection commented that completion of a S 59 screening form is required.

Oxford County Public Works staff reviewed the application commented that:

- After speaking with Source Water Protection, the existing holding tanks (including expansions, modifications or replacements) are permitted within the Well Head Protection Area (WHPA), provided that changes to the activity on the property do not change the level of threat. In this case, the existing holding tank is already a significant threat and would remain a significant threat after the construction of the proposed municipal building. Note that the location of the existing holding tank on the property can be altered, which provides some flexibility.
- Additional comments will be provided during site plan application process.

The Southwestern Public Health Promoter provided recommendations received from the Ministry of Education for parking lot safety changes for childcare settings.

The Township of South-West Oxford Chief Building Official/Drainage Superintendent, the Township of South-West Oxford Fire Chief, the Township of South-West Oxford Works Superintendent, Canada Post, and Upper Thames River Conservation Authority (UTRCA) staff reviewed the proposal and indicated that they do not have any comments or concerns.

PUBLIC CONSULTATION

Notice of Complete Application and Notice of Public Meeting regarding the application for Zone Change were provided to surrounding property owners in accordance with the requirements of the *Planning Act* on June 5, 2026, and June 24, 2026, respectively. At the time of writing the report, Planning staff had not received any correspondence or comments from the public.

Planning Analysis

The application for zone change proposes to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Institutional Zone (I-sp)' to facilitate the construction of a new 1,039.7 m² (11,192 ft²) multi-use structure for the Township of South-West Oxford Administration Office, Public Library and child care facilities.

The subject lands are approximately 0.4 ha (1 ac) in area and currently vacant. The proposal would enable the Township to provide a mixed-use community hub containing three essential services under one roof, providing efficiency and convenience for residents and property owners. This proposal will also provide the Township with operational efficiency (e.g. three uses sharing one building footprint, shared utilities and maintenance).

The subject lands are located within an area designated Low Density Residential according to the Official Plan. Although civic administration buildings are typically considered Major Institutional Uses, Staff is of the opinion that given the proposed scale of the structure and the mix of uses,

and that the proposed structure is generally consistent with the provisions of the 'Institutional (I) Zone', it is reasonable to consider the proposal as a Minor Institutional Use.

With respect to the criteria in Section 6.5.2.1, Planning staff are of the opinion that the proposal is well suited to the location. It is limited in scale (2 storeys) and as previously noted, generally meets the intent of the Township's Zoning By-law. Specifically, the proposed site plan meets the provisions of the 'I' zone with respect to lot area, lot coverage, building height, landscaped open space, frontage, front yard depth, rear yard depth and interior side yard width. Furthermore, staff are of the opinion that the proposed development is compatible in terms of form and scale with surrounding land uses. The building will be sufficiently set back from Mount Elgin Road, is buffered on the east side by the Graydon Water Treatment facility and buffered from residential development to the west and south by additional Township-owned lands to be used for off-site parking. The preliminary Site Plan (Plate 3) illustrates how different elements of the development will provide buffering from surrounding lands uses (e.g. patios, parking, landscaping). Staff note that the forthcoming Mount Elgin Secondary Plan will consider the optimum planning framework for the Village which may change future development in the area in terms of scale and mix of permitted uses.

Based on initial feedback from the Township Chief Building Official, the Township Works Superintendent, and Oxford County Public Works staff, the proposal is located on roads capable of accommodating the access and nature of anticipated vehicular traffic generated by each use; no concerns were identified. Planning staff are of the opinion that in this case, the proposed off-site parking is reasonable and meets the intent of the By-law. The two sites providing off-site parking are also owned by the Township; one of the two sites abuts the subject lands and the other is immediately across from the subject lands on Elgin Drive (to the east). Both of these sites are easily accessible from the subject lands.

Planning staff are of the opinion that the requirements for municipal sewage services for the specific uses can be accommodated. In consultation with the County's Source Water Protection Coordinator, County Public Works staff commented that the existing holding tanks (including expansions, modifications or replacements) are permitted within the Well Head Protection Area (WHPA) if changes to the activity on the property do not change the level of threat. They also noted that the location of the existing holding tank on the property can be altered, which provides some flexibility. There are a few locations on the subject lands which could accommodate the holding tank, and the Township is working with the design team on sizing and proposed location. The final size and location will be determined in consultation with the Source Water Protection Coordinator and County Public Works staff. The Township has submitted the S. 59 Screening Form to Oxford County Coordinator of Source Water Protection.

The criteria for Day Care Facilities set out in Section 6.5.2.2, Day Care Facilities will be addressed during the site plan approval process. Items including but not limited to lighting, signage, drainage, buffering, access, parking, and fencing will also be addressed through the site plan approval process.

With respect to the requested reduction to the exterior side yard width from 10 m (32.8 ft) to 7.6 m (25 ft), staff are of the opinion that this is a minor reduction that will not negatively impact the use of the surrounding land uses, and there will be a sufficient side yard width to allow for servicing, maintenance, and open space and landscaping between the building and the public sidewalk on Elgin Drive.

Staff are satisfied that the proposed rezoning to 'Special Institutional Zone (I-sp)' is sufficiently compatible with existing land uses in the area and future residential development to the south of

the subject lands. Furthermore, Staff is of the opinion that the proposal is consistent with the Provincial Planning Statement in that it will support the development of Mount Elgin as a complete community, provide opportunities for employment, and the co-location of public services can be considered efficient and effective for the community, promoting cost-effectiveness and facilitating service integration.

Based on the foregoing, Planning staff are recommending approval of the Zone Change application as the proposal is generally consistent with the policies of the Provincial Planning Statement and maintains the intent and purpose of the County Official Plan.

RECOMMENDATIONS

It is recommended that the Council of the Township of South-West Oxford approve the zone change application submitted by the Township of South-West Oxford (ZN4-26-03), whereby the lands described as Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M-404, Township of South-West Oxford, are to be rezoned to from 'Residential Type 1 Zone (R1)' to 'Special Institutional Zone (I-sp)' as described in Report CP 2026-189.

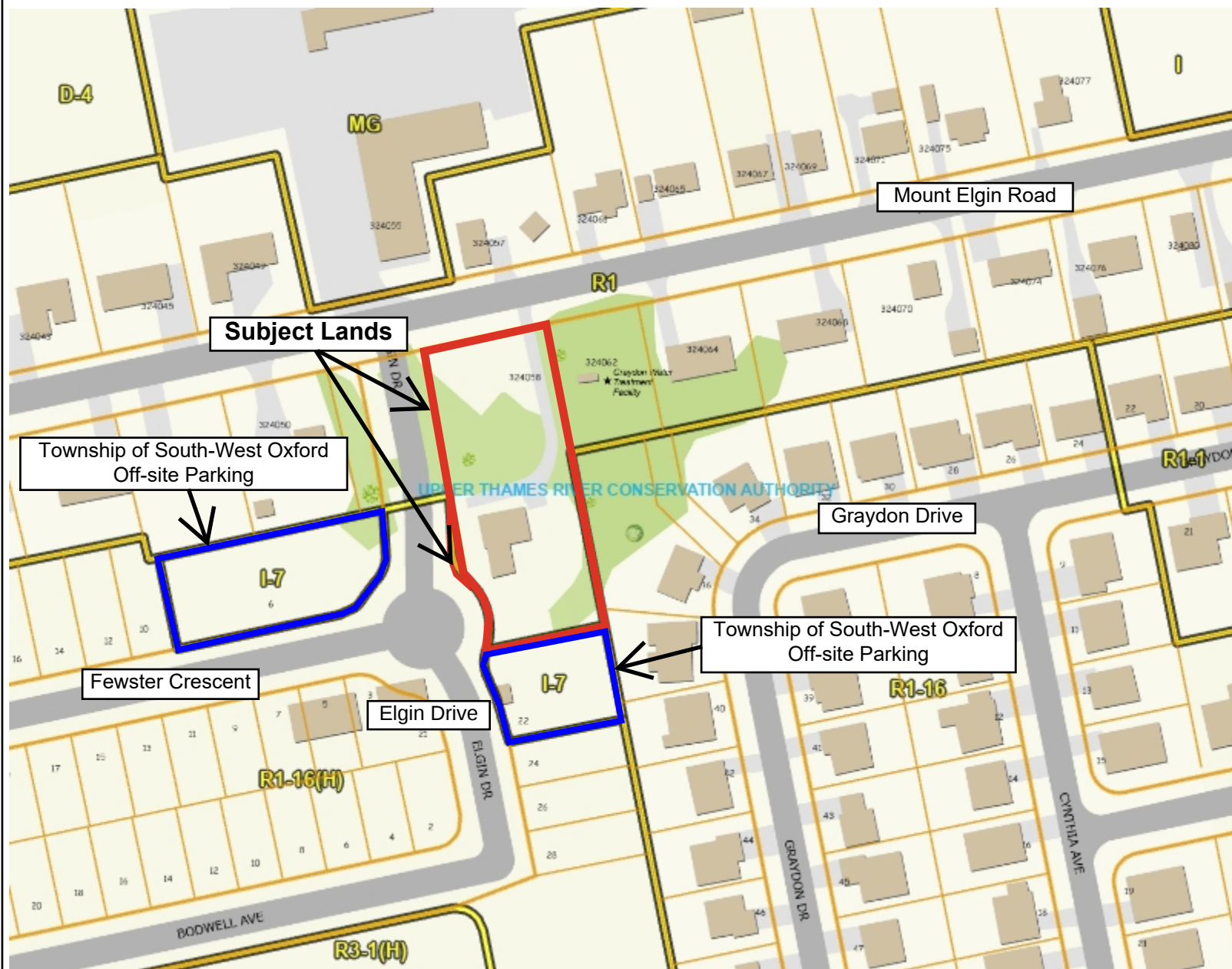
SIGNATURES

Authored by:	Original Signed By	Laurel Davies Snyder, RPP, MCIP Development Planner
Approved for submission:	Original Signed By	Heather St. Clair, MCIP, RPP Senior Development Planner

Plate 1: Location Map with Existing Zoning

File No.: ZN 4-26-03 (Township of South-West Oxford)

Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M404, 324058 Mount Elgin Road, Township of South-West Oxford



Legend

- Parcel Lines
 - Municipal Boundary
 - Property Boundary
 - Assessment Boundary
 - Road
 - Unit
- Conservation Authority Watersheds
- 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 48 96 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

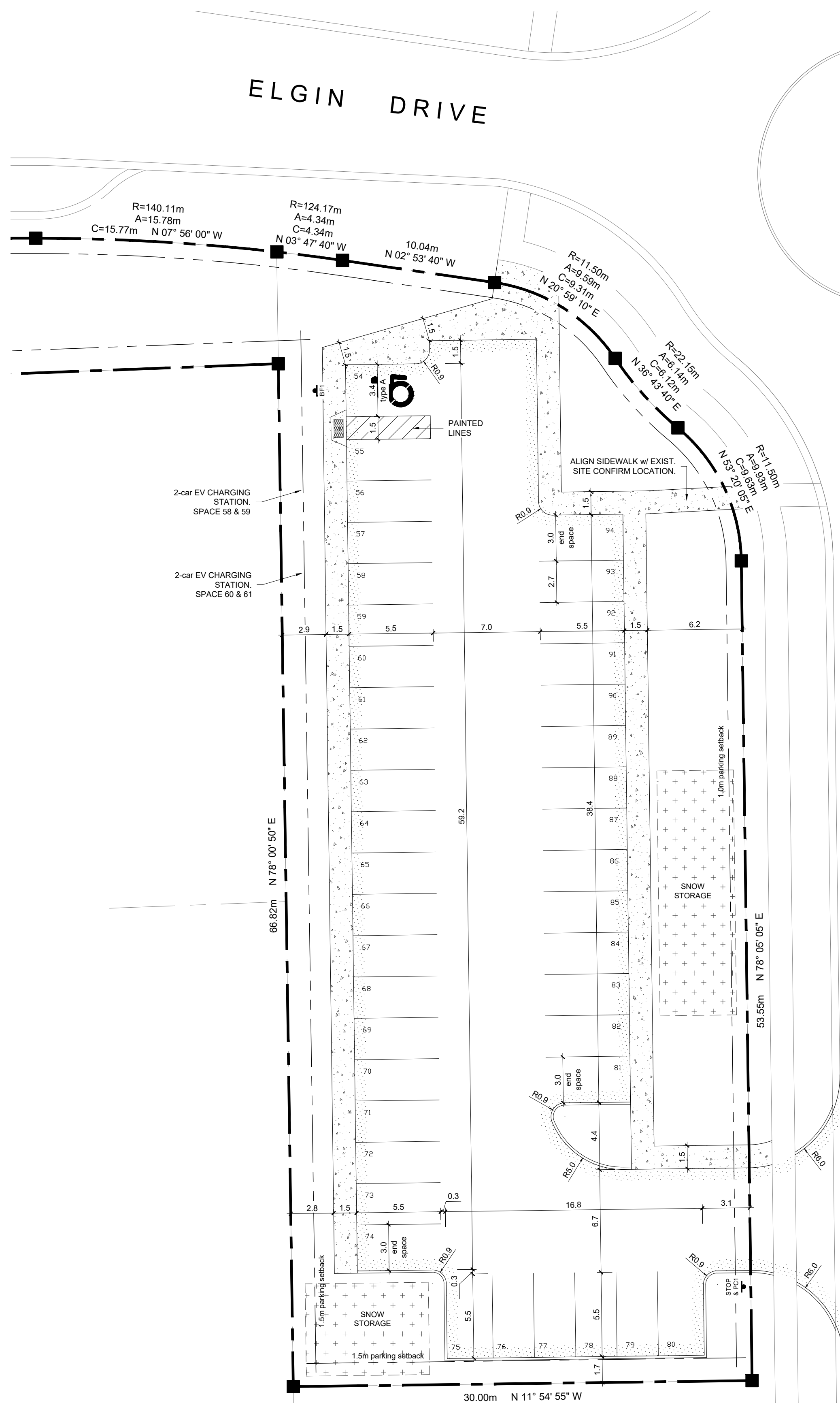
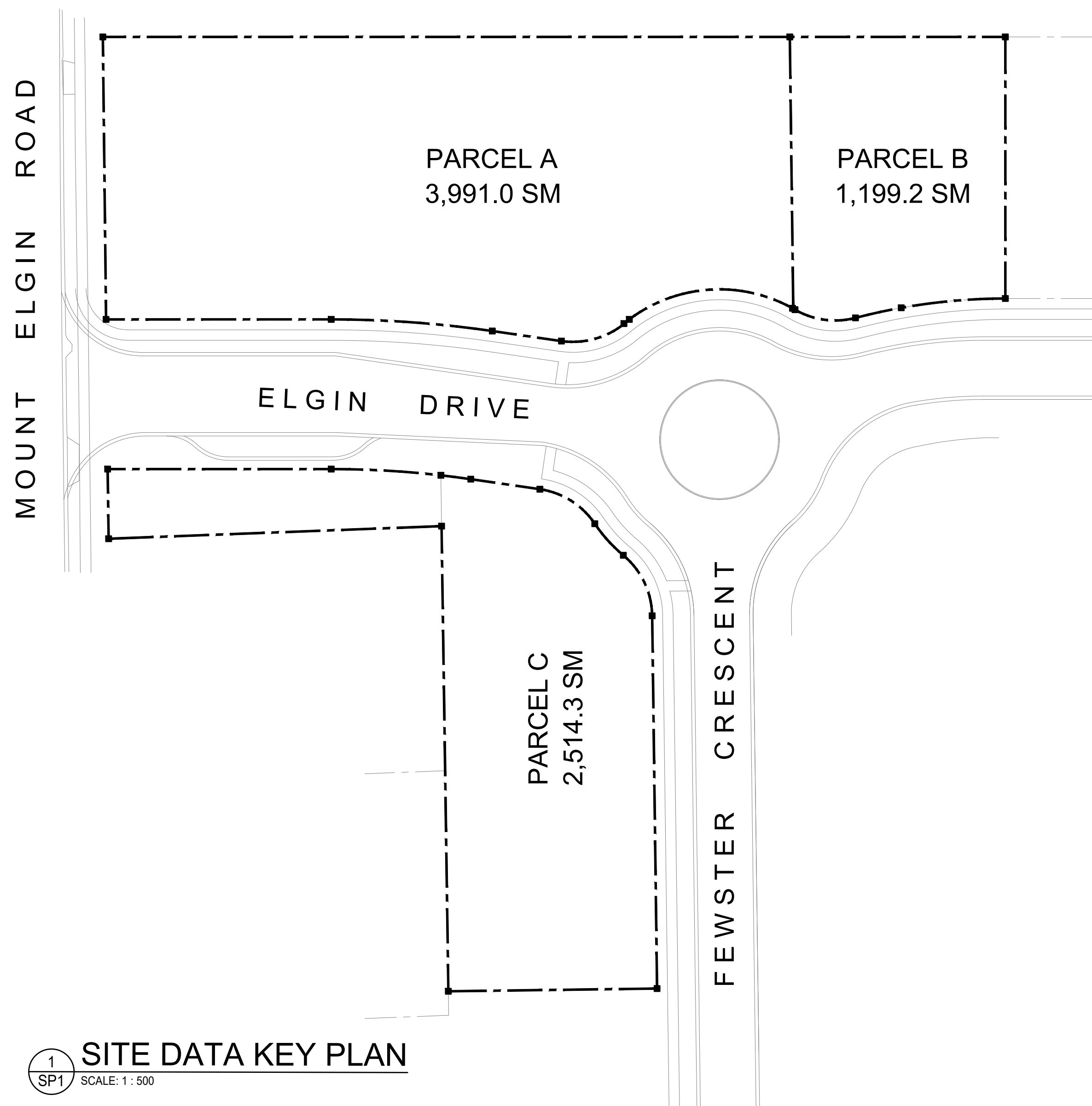
April 24, 2026



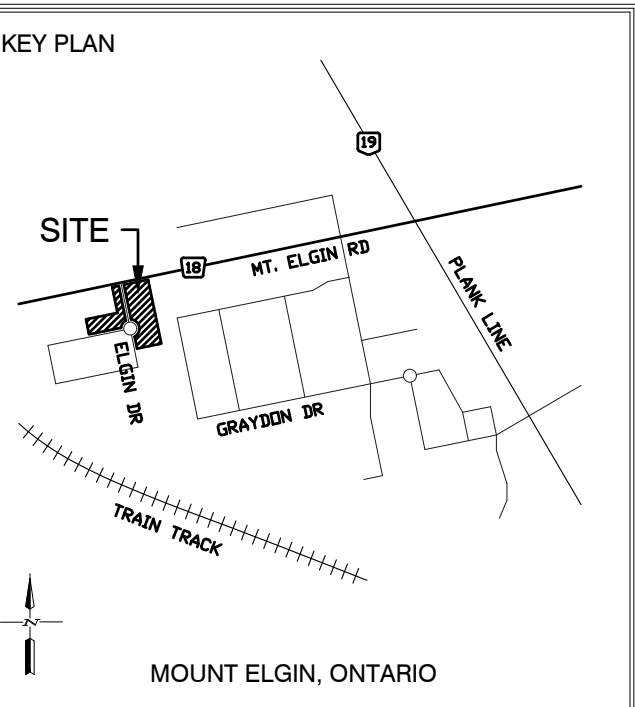
File No.: ZN 4-26-03 (Township of South-West Oxford)
Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M404, 324058 Mount Elgin Road, Township of South-West Oxford

Name of Project: Address:		SWOX MUNICIPAL OFFICE MOUNT ELGIN, ON						The applicant must show the required approvals entered each square foot to design criteria. The applicant must provide the address: 10/2/20.		
Item	Ontario Building Code Data Matrix Parts 3 & 9						OBC Reference			
1	Project Description: ☒ New ☐ Part 11 ☐ Part 3 ☐ Part 9									
	☐ Change of Use ☐ Alteration						11.1 to 11.4	2.1.1	2.1.1	
2	Major Occupancy: GROUP A2 & D						5.12.1(1)	9.102	9.10.1.3	
3	Building Area (m ²) Existing: 0 New: 1,039.7 Total: 1,039.7						5.13.2	11.3.2		
4	Gross Area Existing: 0 New: - Total: -						5.13.2	11.3.2		
5	Number of Storeys Above Grade: 2 Below Grade: 1						5.2.1.1 & 1.1.3.2	2.1.1.3		
6	Number of Streets/Fire Fighter Access: 3						3.2.2.10 & 3.2.5	9.10.1.9		
7	Building Classification: 3-2-2-23						3.2.2.20 - 3	9.104		
8	Sprinkler System Proposed: ☐ entire building ☒ not required ☐ selected compartments n/a ☐ selected floor areas n/a ☐ basement only ☐ in less of roof rating						3.2.2.20 - 3	9.108		
9	Standpipe Required: ☐ Yes ☒ No						3.2.9	N/A		
10	Fire Alarm Required: ☐ Yes ☒ No						3.2.4	9.1017.2		
11	Water Service/Supply is Adequate: ☐ Yes ☒ No						3.2.5	N/A		
12	High Building: ☐ Yes ☒ No						3.2.6	N/A		
13	Permitted Construction Actual Construction: ☐ Combustible ☐ Non-combustible ☐ Both ☐ Combustible ☐ Non-combustible ☐ Both						3.2.2.20 - 3	9.106		
14	Mechanized Area (m ²)						5.2.1.1(3)-(8)	9.104.1		
15	Occupant Load Based on: ☐ m ² /person ☐ design of building						3.1.16	9.91.3		
	Basement	Occupancy	-	Load	persons					
	1st Floor	Occupancy	-	Load	persons					
	2nd Floor	Occupancy	-	Load	persons					
	3rd Floor	Occupancy	-	Load	persons					
16	Barrier-free Design: ☒ Yes ☐ No (Explain) _____						3.8	9.5.2		
17	Hazardous Substances: ☐ Yes ☒ No						3.3.1.2 & 3.3.3.19	9.1013(16)		
18	Required Fire Resistance Rating (FRR) Horizontal Assemblies (FRR (Hours)) Listed Design No. or Description (SG-2)						3.2.2.20 - 3	9.10.9		
	Floors	3/4 hr OR noncombust.	Hours			3.2.1.4	9.10.9			
	Roof	3/4 hr OR noncombust.	Hours							
	Mechanized	3/4 hr OR noncombust.	Hours							
	FRR of Supporting Members Listed Design No. or Description (SG-2)									
	Floors	3/4 hr OR noncombust.	Hours							
	Roof	3/4 hr OR noncombust.	Hours							
	Mechanized	3/4 hr OR noncombust.	Hours							
19	Spatial Separation - Construction of Exterior Walls						3.2.3	9.10.14		
	Wall	Area of JWB (m ²)	L.D.B. or H.L.	Permitted Max. % of Openings	Proposed % of Openings	F.R.R. (Hours)	Listed Design or Description	Comb. Cont.	Comb. Constr. Non-Glazing	
	North	T.B.D.	street	-	100%	-	-	-	-	
	South	T.B.D.	20.0	-	T.B.D.	-	-	-	-	
	East	T.B.D.	10.1	-	T.B.D.	-	-	-	-	
	West	T.B.D.	street	-	100%	-	-	-	-	
	facing street									

I & 1.7	ZONING	R1	I-7	1-7
2.000 min 30.0 min	LOT AREA	3,991.0 m ²	1,199.2 m	2,514.3 m
30.0 min	LOT FRONTAGE	40.5 m	30.5 m	53.5 m
n/a	LOT DEPTH	98.7 m	37.6 m	30.0 m
10.0 min	FRONT YARD SETBACK	25.3 m	n/a m	n/a m
10.0 min	EXTERIOR SIDE YARD SETBACK	7.6 m	n/a m	n/a m
7.5 min	INTERIOR SIDE YARD SETBACK	10.1 m	n/a m	n/a m
10.0 min	REAR YARD SETBACK	28.0 m	n/a m	n/a m
30.0 max	LOT COVERAGE	28.1 %	0.0 %	0.0 %
	(-l.o.s.) GRASS = 1,463.5 m ²	181.0 m ²	1,130.5 m ²	
	(-l.o.s.) SIDEWALK / R. WALL = 386.3 m ²	0.0 m ²	232.9 m ²	
	PARKING LOT = 1,000.0 m ²	1,018.2 m ²	1,150.9 m ²	
	(-l.e.) BUILDING = 1,039.7 m ²	0.0 m ²	0.0 m ²	
	(-l.e.) BALCONY / CANOPY = 62.9 m ²	0.0 m ²	0.0 m ²	
	(-l.e.) ACC. BUILDINGS = 18.6 m ²	0.0 m ²	0.0 m ²	
30.0 %	LANDSCAPED OPEN SPACE	46.8 %	15.1 %	54.2 %
n/a m ²	BUILDING AREA (GROUND FLOOR)	1,039.7 m ²	n/a m ²	n/a m ²
n/a m ²	GROSS FLOOR AREA (TOTAL ALL FLOORS)	2,079.4 m ²	n/a m ²	n/a m ²
86	No. OF PARKING SPACES	23	30	41
1 per 20 sm	LIBRARY = 303.5 sm	16 spaces		
1 per 20 sm	MUNICIPAL OFFICE = 1,039.7 sm	52 spaces		
1 per 40 sm	CHILDCARE = 633.5 sm	16 spaces		
n/a	No. OF ELECTRIC VEHICLE PARKING SPACES	0	0	4
4% [3.4]	No. OF BARRIER FREE PARKING SPACES	3	0	1
0	No. OF LOADING SPACES	28	0	0
n/a	No. OF BICYCLE PARKING SPACES	6	0	0
15.0 max	BUILDING HEIGHT	see elevations	11.8 m	n/a m
n/a	No. OF STOREYS	2	n/a	n/a



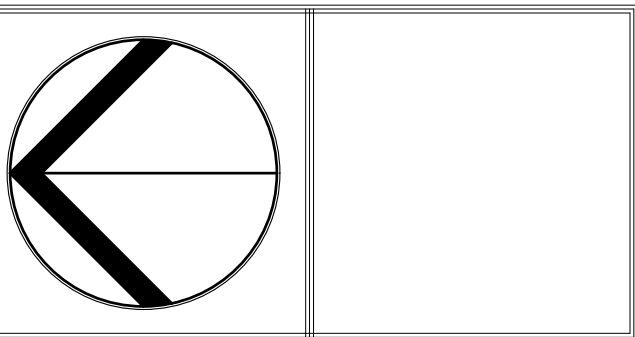
SITE PLAN FILE No.



1. Seal & Signature are by the person that has reviewed and taken responsibility for design activities.
2. Do not scale the drawings.
3. Check and verify all dimensions and report any discrepancies, contradictions, or ambiguities to the architect prior to issuance to contract.
4. All work to be carried out according to the Ontario Building Code, other applicable codes and standards, and any other authority having jurisdiction.

-	-	-
-	-	-
03	-	-
02	-	-
01	-	-
00	Issued for Pre-consultation	05.13.2026
NO.	REVISIONS	DATE

R. RITZ
ARCHITECT INC.
322 ONTARIO STREET
STRATFORD · ONTARIO
N5A 3H8 (519) 271-4603



PROJECT

SOUTHWEST OXFORD
MUNICIPAL OFFICE,
LIBRARY & CHILDCARE

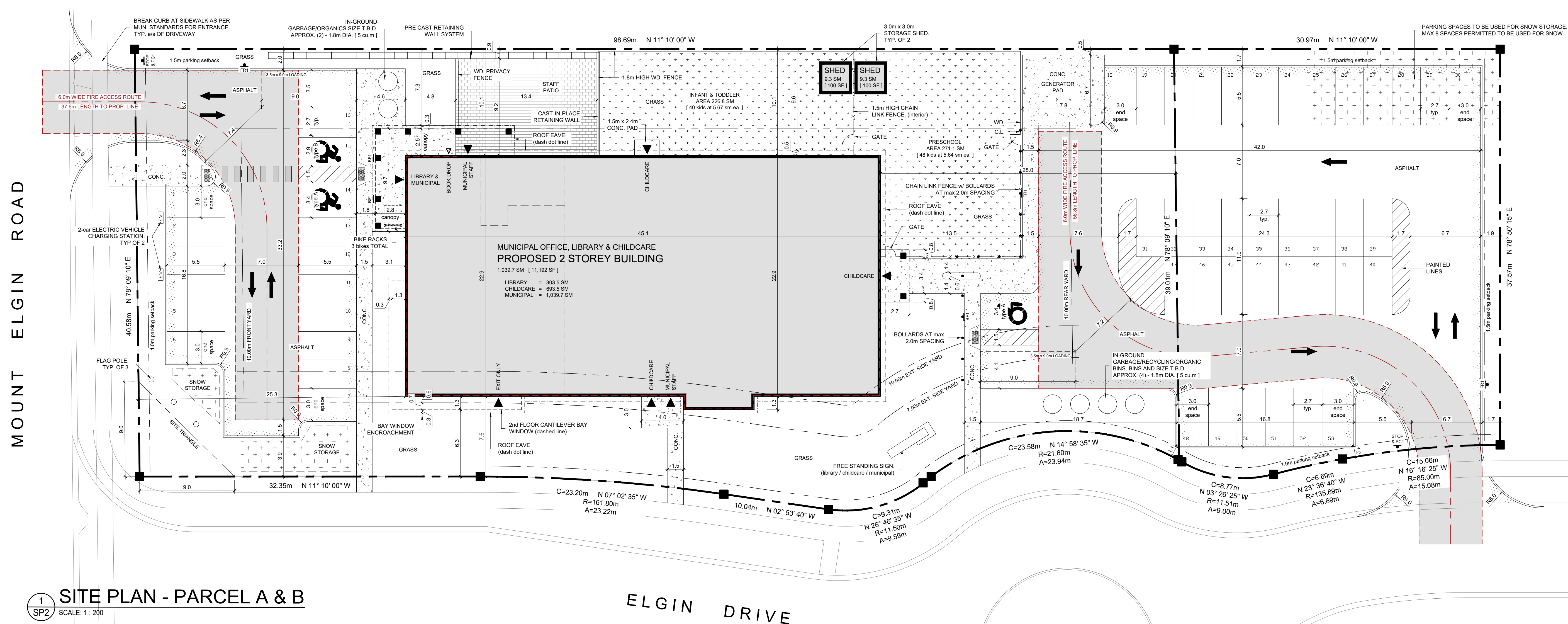
MOUNT ELGIN, ONTARIO

TITLE
SITE DATA & NOTES
SITE PLAN - PARCEL C

DRAWN BY D.WETTLAUFRER	SP1
DATE MAR 24, 2026	
SCALE AS NOTED	
FILE NO. 26P577.dwg	PROJECT NO. 26-P577

Part Lot 11, Concession 5 (Dereham) and Block 38, Plan 41M404, 324058 Mount Elgin Road, Township of South-West Oxford

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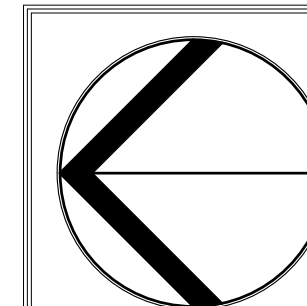


1 SITE PLAN - PARCEL A & B
SP2 SCALE: 1 : 200

1. Seal & Signature are by the person that has reviewed and taken responsibility for design activities.
2. Do not scale the drawings.
3. Check and verify all dimensions and report any discrepancies, contradictions, or ambiguities to the architect prior to issuance to contract.
4. All work to be carried out according to the Ontario Building Code, other applicable codes and standards, and any other authority having jurisdiction.

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00	Issued for Pre-consultation	05.13.2021
NO.	REVISIONS	DATE

R. RITZ
ARCHITECT INC.
322 ONTARIO STREET
STRATFORD · ONTARIO
N5A 3H8 (519) 271-4600



PROJECT

**SOUTHWEST OXFORD
MUNICIPAL OFFICE,
LIBRARY & CHILDCARE**

MOUNT ELGIN, ONTARIO

TITLE
SITE PLAN
PARCEL A & B
& DETAILS

DRAWN BY D.WETTLAUFR
DATE MAR 24, 2026
SCALE 1 : 200
FILE NO. 26P577.dwg

PROJECT NO.
26-P577