

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, July 6, 2023

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, and met virtually via livestream on Thursday, July 6, 2023, at 9:30 a.m. with the following individuals:

Chairperson	-	G. Brumby
	-	L. Martin
	-	J. Lessif
	-	D. Paron
	-	D. Matheson
	-	A. Tenhove
	-	C. van Haastert
Senior Planner	-	H. St. Clair
Secretary-Treasurer	-	A. Hartley

The meeting was called to order at 9:30 a.m.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

Moved by: J. Lessif  
Seconded by: A. Tenhove

*"The Minutes of the Meeting of June 1, 2023, be approved as printed and circulated."*

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

1. Correspondence dated June 12, 2023 received from Ahmet Dogan  
RE: Application B22-77-8; A22-17-8 (1967113 Ontario Inc.)
2. Correspondence dated July 4, 2023 received from Denis Brolese  
RE: Application B22-77-8; A22-17-8 (1967113 Ontario Inc.)
3. Correspondence dated July 3, 2023 received from Margaret and Ron McGhee  
RE: Application B23-17-3; A23-02-3 (Jake & Ann Horinga)
4. Correspondence dated July 6, 2023 received from Margaret and Ron McGhee  
RE: Application B23-17-3; A23-02-3 (Jake & Ann Horinga)

APPLICATIONS FOR CONSENT:

B22-58-7 & B23-15-7 – The Salvation Army  
(Part Lot 7, Concession 11 (Dereham), Town of Tillsonburg)

The Application for Consent seeks to sever two (2) vacant lots from the subject lands to create two (2) new residential lots. The proposed two new vacant residential lots will front onto Concession Street West. No new development is proposed at this time. Application B22-58-7 was previously deferred by the Land Division Committee and further amended.

The subject lands are legally described as Part Lot 7, Concession 11 (Dereham), in the Town of Tillsonburg. The subject lands are located on the north side of Concession Street West, laying between Quarter Town Line and Charlotte Avenue, and are known as 110 Concession Street West.

H. St. Clair reviewed the staff Planning Report, she indicated that the subject lands are designated Low Density Residential in the County of Oxford Official Plan and zoned 'Minor Institutional Zone (IN1)' in the Town of Tillsonburg Zoning By-law. She noted that the application B22-58-7 was previously deferred by the Committee and the applicant has since amended their application to sever two infill lots rather than one. She advised that no specific development is proposed at this time. Surrounding land uses includes varying types of residential on various lot configurations. In Planning staff's opinion the applications for consent are consistent with the 2020 Provincial Policy Statement, and are in keeping with the County Official Plan. A condition to rezone both lots to be severed has been included to ensure the lots are used for residential purposes. No comments or concerns were raised as a result of the public and agency notification. Planning staff recommend approval of both applications subject to nine conditions as outlined in the report.

B22-58-7

Moved by: C. van Haastert  
Seconded by: D. Paron

*'Granted'*

CONDITIONS:

1. The lots to be severed be appropriately zoned.
2. The owners shall provide 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 must be created. Any proposed easements shall be reviewed by the Town of Tillsonburg and Tillsonburg Hydro Inc. Any service relocation required due to a severance would be at the cost of the property owner.
3. The owners shall provide payment for cash-in-lieu of parkland to the Town of Tillsonburg for the lots to be severed, to the satisfaction of the Town of Tillsonburg.
4. The owners shall submit an updated survey to confirm lot sizes to the satisfaction of the Town of Tillsonburg.
5. The owners shall submit a lot grading plan to the satisfaction of the Town of Tillsonburg as part of the Building Permit process.
6. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Tillsonburg, regarding the installation of services and drainage facilities, to the satisfaction of the Town of Tillsonburg.
7. The owner shall agree to satisfy all requirements, financial and otherwise, of the County, regarding the installation of water and sanitary sewer services, to the satisfaction of the County. To this regard, the lot to be severed must be independently serviced (water/sanitary), and if any/all services crossing the proposed property line should be

disconnected, it is done to the satisfaction of the County of Oxford Public Works Department.

8. The owner shall agree to connect to the water and sanitary services following Oxford County Design Guidelines at the time of Building Permit, which will be inspected by Oxford County, and pay any and all outstanding fees regarding the same.
9. The Clerk of the Town of Tillsonburg advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Tillsonburg 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 one year 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 2020 Provincial Policy 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.

B23-15-7

Moved by: C. van Haastert  
Seconded by: D. Paron

*'Granted'*

CONDITIONS:

1. The lots to be severed be appropriately zoned.
2. The owners shall provide 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 must be created. Any proposed easements shall be reviewed by the Town of Tillsonburg and Tillsonburg Hydro Inc. Any service relocation required due to a severance would be at the cost of the property owner.
3. The owners shall provide payment for cash-in-lieu of parkland to the Town of Tillsonburg for the lots to be severed, to the satisfaction of the Town of Tillsonburg.
4. The owners shall submit an updated survey to confirm lot sizes to the satisfaction of the Town of Tillsonburg.
5. The owners shall submit a lot grading plan to the satisfaction of the Town of Tillsonburg as part of the Building Permit process.
6. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the Town of Tillsonburg, regarding the installation of services and drainage facilities, to the satisfaction of the Town of Tillsonburg.

7. The owner shall agree to satisfy all requirements, financial and otherwise, of the County, regarding the installation of water and sanitary sewer services, to the satisfaction of the County. To this regard, the lot to be severed must be independently serviced (water/sanitary), and if any/all services crossing the proposed property line should be disconnected, it is done to the satisfaction of the County of Oxford Public Works Department.
8. The owner shall agree to connect to the water and sanitary services following Oxford County Design Guidelines at the time of Building Permit, which will be inspected by Oxford County, and pay any and all outstanding fees regarding the same.
9. The Clerk of the Town of Tillsonburg advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Town of Tillsonburg 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 one year 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 2020 Provincial Policy 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.

---

B22-77-8; A22-17-8 – 1967113 Ontario Inc.

(Lot 15 and Part of Lot 16, Plan 227, and Lot 4. Plan 246, City of Woodstock)

Osman Dugan, the owner's agent was present to speak to the application.

The application for consent seeks to create a new vacant residential lot with a frontage of 15.3 m (50.1 ft), depth of 42 m (137.8 ft), area of 677.6 m<sup>2</sup> (7,293.6 ft<sup>2</sup>), and retain a parcel with a frontage of 10.3 m (33.78 ft), depth of 34 m (111.5 ft), and area of 358.2 m<sup>2</sup> (3,855.63 ft<sup>2</sup>).

The applicant is also seeking relief from Section 7.2 of the City of Woodstock Zoning By-Law, to permit a reduced lot frontage of 15.7 m (51.5 ft) in lieu of the minimum required 18 m (59 ft).

The proposed severed lands are currently vacant, and it is proposed that a semi-detached dwelling be constructed on the lot to be severed. The proposed retained lands contain an existing single detached dwelling and accessory structure.

The subject lands front on the east side of Bain Street, lying between Hunter Street and Dundas Street, are legally described as Lot 15 and Part Lot 16, Plan 227 and Lot 4, Plan 246, City of Woodstock. The lands are municipally known as 24 Bain St, Woodstock.

H. St. Clair reviewed the staff Planning Report, She indicated that the subject lands are designated as Low Density Residential in the County Official Plan, and zoned 'Residential Type 2 Zone (R2)' in the City of Woodstock Zoning By-law. Surrounding land uses included single detached dwellings, and the CN rail line to the east of the property. She advised that the applicant has requested minor variances from the zoning by-law to reduce the lot frontage of the lot to be severed

and the interior side yard for the lot to be retained. In Planning staff's opinion the application for consent is consistent with the 2020 Provincial Policy Statement intensification and redevelopment policies as the proposal is an efficient use of land and municipal infrastructure. Further, the application for consent conforms with the County Official Plan street oriented infill policies and accommodates appropriate increased intensification. The subject lands are appropriately zoned with the exception of the requested variances. Agency comments were supportive of the application and a resolution was received from City of Woodstock Council in support of the application. The owner and the owner's agent submitted late correspondence noting support of the proposal and agreement with the proposed conditions. Accordingly, staff recommend approval of the consent application and support the requested minor variances subject to the attached conditions.

H. St. Clair noted that the staff Planning Report included a request for relief for a reduced lot frontage for the lot to be retained. This was included by mistake as the proposal does not require this relief nor did the applicant apply for the variance. This request for relief will not be considered by the Committee.

O. Dugan had no questions or concerns and agreed with the conditions attached to the staff Planning Report.

In response to A. Tenhove, H. St. Clair noted that a semi-detached dwelling is permissible under the current zoning on the property.

C. van Haastert asked whether CN had provided comments on the proposal. H. St. Clair noted that they were circulated on the application but did not provide comment.

B22-77-8

Moved by: D. Paron  
Seconded by: A. Tenhove

*'Granted'*

CONDITIONS:

1. The Owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock.
2. The Owner(s) confirm(s) that no underground or overhead services serving the retained lands traverse the severed parcel and visa versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained lands to the satisfaction of the City of Woodstock.
3. The Owner(s) shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-Law No. 5266-76, and amendments thereto. The Severance Agreement shall be registered on first title by the Owner, to the satisfaction of the City of Woodstock.
4. 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.
5. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford, regarding the installation of services and drainage facilities, if required.
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 2020 Provincial Policy 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 were considered in the Land Division Committee's decision to approve the application.

A22-17-8

Moved by: D. Paron  
Seconded by: A. Tenhove

CONDITIONS:

1. The variance only apply to the existing dwelling located on the lot to be retained as shown on Plate 3.

REASONS:

1. The variance requested is a minor variance from the provisions of the City of Woodstock Zoning By-law No. 8626-10.
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 City of Woodstock Zoning By-law No. 8626-10.

CARRIED.

---

B23-13-6 – James & Sandra Holden  
(Lot 34, Part of Lot 35, Block 95, Plan 279, Town of Ingersoll)

James Holden was online to speak to the application, and Randy Rosiak, the applicant was present to speak to the application.

The application proposes a residential lot addition to the property to the immediate east (277 Jura Lane) to increase the amount of amenity area on the said residential lot.

Specifically, the parcel to be severed is to be approximately 256.4 m<sup>2</sup> (2,760 ft<sup>2</sup>) in area, while the lot to be retained is to be approximately 660.2 m<sup>2</sup> (7,106.1 ft<sup>2</sup>) in area. The lot to be enlarged is currently approximately 512.8 m<sup>2</sup> (5,520 ft<sup>2</sup>) in area.

The parcel to be severed currently contains an accessory building (to remain), the proposed retained lot contains an existing single detached dwelling (to remain) and the lot to be enlarged contains a single detached dwelling with an attached garage (to remain). No new development is proposed as a result of the consent application.

The subject lands are described as Lot 34 and Part Lot 35, Block 95, Plan 279, in the Town of Ingersoll. The lands are located on the north side of Skye Street between McKeand Street and Cashel Street, and are municipally known as 286 Skye Street.

H. St. Clair reviewed the staff Planning Report, she indicated that the subject lands are designated as Low Density Residential in the County Official Plan and zoned 'Residential Type 2 Zone (R2)' in the Town of Ingersoll Zoning By-law. Surrounding land uses include single detached dwellings on varying lot sizes and configurations. In Planning staff's opinion the application for consent is consistent with the 2020 Provincial Policy Statement, conforms with the County Official Plan policies and is appropriately zoned. No comments or concerns were raised as a result of the public and agency notification. Planning staff recommend approval of the consent application subject to five conditions.

R. Rosiak understood the report and the conditions attached. He inquired about having a survey completed, A. Hartley advised that the survey can now be drafted and deposited after the 20 day appeal period is complete.

Moved by: L. Martin  
Seconded by: J. Lessif

*'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 must be reflected on the certificate.
2. If required, the Owner shall agree, in writing, to satisfy all requirements, financial or otherwise, of the Town of Ingersoll, regarding the installation of services and drainage facilities.
3. The Owner shall provide confirmation of the location of any 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 Town of Ingersoll.
4. The Owner shall submit a recent survey to confirm lot sizes, building sizes and setbacks as well as the location of service connections, to the satisfaction of the Town of Ingersoll.
5. 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.
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 one year 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 2020 Provincial Policy 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. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

---

B23-17-3; A23-02-3 – Jake & Ann Horinga

(Part of Lot 14, Concession 1 (North Norwich), Township of Norwich)

Nathan Kok, the owner's agent was present to speak to the application. Neighbouring landowners, Tammy DeGroot (695 Main St N) and Margaret McGhee (687 Main St N) were also present.

The requested consent proposes the creation of one new residential building lot in the Village of Burgessville. It is proposed that approximately 24,496 m<sup>2</sup> (6 ac) will be severed from the subject lands and one new single detached dwelling is proposed for the lot to be severed.

A minor variance has been requested from the provisions of Table 11.2 of the Township of Norwich Zoning By-law for the lot to be severed as follows;

- to reduce the minimum required lot frontage from 35 m (114.8 ft) to 7 m (22.9 ft).

It is proposed that the lot to be retained will be 2,401 m<sup>2</sup> (25,845 ft<sup>2</sup>) in size and the lot to be retained contains an existing single detached dwelling, as well as two existing residential accessory structures (one of which will be removed) and an existing private well and septic system. Minor variances from the provisions of Table 11.2 and 5.1.1.3 of the Township of Norwich Zoning By-law have been requested for the lot to be retained as follows;

- to reduce the minimum required lot frontage from 35 m (114.8 ft) to 29.5 m (96.7 ft);
- to reduce the minimum required lot area from 2,800 m<sup>2</sup> (30,140 ft<sup>2</sup>) to 2,401 m<sup>2</sup> (25,845 ft<sup>2</sup>), and;
- to increase the maximum lot coverage for a residential accessory building from 100 m<sup>2</sup> (1,076.4 ft<sup>2</sup>) to 186 m<sup>2</sup> (2,002 ft<sup>2</sup>) to recognize one existing accessory building on the subject lands.

The subject lands are legally described as Part Lot 14, Concession 1 (North Norwich). The subject lands are located on the east side of Main Street North in the Village of Burgessville and are municipally known as 683 Main Street North, Burgessville in the Township of Norwich.

H. St. Clair reviewed the staff Planning Report, she indicated that the subject lands are designated as Village in the County Official Plan, and zoned 'Residential Type 1 Zone (R1)' in the Township of Norwich Zoning By-law. Surrounding land uses include mainly residential within the village and agricultural lands to the east outside the village boundaries. H. St. Clair noted that while the proposal supports intensification within a settlement area, it does not meet the lot area requirement for private services on the lot to be retained and is therefore not consistent with the 2020 Provincial Policy Statement. Similarly, while the County Official Plan does permit backyard infill development, and both the lot to be severed and retained will have street access that is wide enough; the County Official Plan notes that development should only be permitted where private services are appropriate. The County of Oxford has maintained the findings in the report from Public Health which outlines the minimum lot area required for private services, approving the lot to be retained at the proposed lot area would create an undesirable precedent. H. St. Clair indicated that the request to vary the lot frontage for the lot to be severed and retained and the lot coverage provisions of the zoning by-law are appropriate and supportable. It is noted that the existing accessory structure on the lot to be severed will need to be brought into compliance with the fire and building code and ensure that it is not being used for the housing of livestock, a change of use permit will be required as stipulated by the Township of Norwich Chief Building Official.

A letter of concern was received from M. McGhee questioning the accuracy of the site sketch in comparison with their original survey of the abutting lands. N. Kok noted that the sketch and draft plans have been completed by an Ontario Land Surveyor (OLS) and H. St. Clair advised that all site measurements will need to be verified by an OLS as well prior to completion of the severance application. The letter of concern also noted concerns about the tree line that borders the lot lines and the access and whether it is appropriate. Staff note that the access is sufficient enough to accommodate vehicular and emergency vehicle access to the lot to be severed.



H. St. Clair advised that there is a sufficient amount of area remaining for the lot to be retained to be reconfigured to bring it more in compliance with the zoning by-law. Staff have requested deferral so that the applicant can revised their application to address this concern.

N. Kok recognized that the County is in support of the application overall, aside from the deficiency in the lot area for the lot to be retained. N. Kok advised that the proposal was submitted as is, in order to keep the lot lines consistent with surrounding parcels at the rear of the subject lands. He noted that moving the lot line would create a jog in the parcel lines at the rear. N. Kok advised that while he appreciates the concern from staff regarding septic provisions and lot area requirements, septic systems are continually improving and foot prints on lots are changing and are able to accommodate a smaller lot size. He stated that it is preferable to approve the application as is and it is not preferable to amend the lot lines but are willing to do so if the application can be considered today.

In response to the concerns regarding the trees, N. Kok advised that the trees will not be removed from the rear of the abutting property and any trees that need to be removed are hoping to be replanted. He advised that the driveway is the appropriate size and all grading and drainage plans will be required and are the responsibility of the owner. The underground hydro services will be underneath of the driveway access.

In response to T. DeGroot, H. St. Clair noted that the property is zoned R1 and allows for a single detached dwelling.

M. McGhee asked if the survey discrepancies could be pursued further. N. Kok advised that the surveyors do a lot of background research for the properties they are working on as well as the abutting properties to ensure the lot lines are as accurate as possible. There are existing metal stakes in the ground. G. Brumby advised that M. McGhee will need to be in touch with the surveyor and the land owner to work out any remaining discrepancies to ensure they are satisfied with the final plan.

G. Brumby asked the agent if they would like to proceed to a vote or move for deferral. H. St. Clair noted that she is not satisfied that the lot to be retained would be a sufficient size.

L. Martin asked how many additional square metres would be required. It was determined that an additional 300 square metres would bring the lot to 2,718 m<sup>2</sup> which is closer to the required lot area.

In response to C. van Haastert, N. Kok noted that the lot to be severed is currently in agricultural production and the proposed dwelling would be located as far west as possible to allow for agricultural production to continue.

D. Paron noted that the rear lot line could be brought back to where the current setback line is proposed. This would also require the proposed dwelling to be moved back further and the existing drain would prohibit any future development. The applicant have indicated they have no intention of any other development on the lot to be severed. D. Paron is happy that the neighbouring landowner came forward and brought their concerns relating to the survey and lot lines.

H. St. Clair noted that the deferral would allow for the measurement to be amended and the application could be brought back to be presented. N. Kok asked whether the motion could include an amended lot area request of 2,700 m<sup>2</sup> minimum to avoid deferring the application and bringing it back to another meeting.

L. Martin and D. Paron commented that the deferral would be appropriate to figure out precise measurements and allow the agent to work with the neighbouring landowners and the surveyor regarding concerns.

N. Kok indicated that he is agreeable to amending the minor variance request from a minimum lot area of 2,400 m<sup>2</sup> to 2,700 m<sup>2</sup> to accommodate more lot area for private services. Committee agreed to this amendment as well. H. St. Clair advised that this is more supportable than the original proposal.

A. Tenhove moved that the Committee accept the consent application with the alternative conditions provided by the County. N. Kok noted that he is satisfied with the alternate conditions.

B22-17-3

Moved by: A. Tenhove  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. Confirmation be provided that the existing detached accessory buildings located on the proposed lot to be severed have been removed and/or sufficiently relocated, to the satisfaction of the Township of Norwich.
2. Confirmation be provided that the existing accessory building located on the lot to be retained is in conformance with the Township of Norwich Zoning By-law and the Ontario Building Code, in all respects, including use, and a change of use permit be issued, if required, to the satisfaction of the Township of Norwich.
3. Confirmation be provided that sufficient driveway access is available to serve the proposed dwelling on the lot to be severed, to the satisfaction of the Township of Norwich.
4. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owner's expense, to the satisfaction of the Township of Norwich.
5. Confirmation be provided that the existing septic system, serving the lot to be retained, is wholly located on the lot to be retained, to the satisfaction of the Township of Norwich.
6. If required, the owners enter into a Severance Agreement with the Township of Norwich, to the satisfaction of the Township Chief Administrative Officer.
7. 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.
8. 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 2020 Provincial Policy 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.

---

A23-02-3

Moved by: A. Tenhove  
Seconded by: J. Lessif

*'Granted'*

REASONS:

1. The variance requested is a minor variance from the provisions of the Township of Norwich Zoning By-law, 7-2003-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 Township of Norwich Zoning By-law, 7-2003-Z.

CARRIED.

---

B23-23-5 – James & Ann Scheurman

(Part of Lot 3, Concession 2 (North Oxford), Township of Zorra)

James Scheurman was present to speak to the application.

The purpose of this application is to facilitate a residential lot addition. It is proposed that an area approximately 585 m<sup>2</sup> (6,297 ft<sup>2</sup>) be severed and conveyed to the residential lot to the immediate north (194635 19<sup>th</sup> Line). The lot being retained is approximately 0.59 ha (1.48 ac) in size and is currently vacant. The lands proposed to be enlarged are approximately 0.46 ha (1.13 ac) in size and contain an existing single detached dwelling and an accessory structure (detached garage). No new development is proposed as part of this application, and the primary objective of the application is to ensure that the existing septic system is wholly contained on one lot (the lot to be enlarged).

Further, it is noted that a previous application for consent and minor variance (B12-45-5; A12-8-5) which was approved in 2013, created the access to the lot being retained by way of an approximate 6 m (19.7 ft) wide easement.

The subject lands are described as Part Lot 3, Conc. 2 (North Oxford). The lands are located on the south side of 19<sup>th</sup> Line, immediately north of Road 64, in the rural cluster of Dickson's Corners, and are municipally known as 194635 19<sup>th</sup> Line, Township of Zorra.

H. St. Clair reviewed the staff Planning Report, she indicated that the subject lands are designated as Rural Cluster in the County Official Plan and zoned 'Rural Residential Zone (RR)' in the Township of Zorra Zoning By-law. Surrounding land uses include rural residential lots and Natural Heritage to the west. The application for consent has no impact on the 2020 Provincial Policy Statement for minor lot additions and conforms with the County Official Plan as it will facilitate a minor boundary adjustment and the lot is appropriately zoned. No comments or concerns were raised as a result of public and agency circulation. Planning staff recommend approval of the consent application subject to the attached conditions.

J. Scheurman had no questions or concerns and understood the conditions.

Moved by: D. Matheson  
Seconded by: J. Lessif

*'Granted'*

CONDITIONS:

1. The parcel to be severed be conveyed to the abutting landowner to the immediate north, 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 Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial and otherwise, have been complied with.
3. 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 one year 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 2020 Provincial Policy 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. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

---

On the motion of C. van Haastert, the Committee meeting adjourned at 11:12 a.m.

*"Original Signed by"*

---

CHAIRPERSON