

## MINUTES

### OXFORD COUNTY LAND DIVISION COMMITTEE

Thursday, December 1, 2016

The Oxford County Land Division Committee met in the Council Chambers, County Administration Building, Woodstock, Ontario, on Thursday, December 1, 2016 at 10:30 a.m. with the following individuals:

Chair	-	G. Brumby
	-	H. Elliott
	-	B. George
	-	M. Hacon
	-	R. Jull
	-	T. Rock
	-	A. Tenhove
Senior Planner	-	R. Versteegen
Acting Secretary-Treasurer	-	L. Buchanan

The meeting was called to order at 10:30 a.m.

#### DECLARATION OF CONFLICT OF INTEREST:

None.

#### APPROVAL OF MINUTES:

Moved by: M. Hacon  
Seconded by: T. Rock

*"The Minutes of the Meeting of November 3, 2016, be approved as printed and circulated."*

CARRIED.

#### BUSINESS ARISING FROM MINUTES:

None.

#### GENERAL BUSINESS:

None.

#### CORRESPONDENCE:

Correspondence was received from Mr. Denis Brolese, agent for Bruce Yausie requesting an amendment to the wording for Condition No. 2 of Application B16-48-2 (Bruce Yausie). The previously intended abutting landowner to the southwest no longer wishes to purchase the land to be severed. Condition No. 2 currently reads as follows:

*'The parcel intended to be severed be conveyed to the abutting landowner to the immediate southwest 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.'*

The owner requests that Condition No. 2 read as follows:

*The parcel intended to be severed be conveyed to the abutting landowner to the immediate south 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.*

A general discussion was held as to whether the change was actually a 'minor' change. R. Versteegen indicated that the request was not recirculated as there would be no difference in the information provided other than the location of the enlarged parcel. The initial circulation and public notice did not elicit any objectors to the application.

The Committee concurred that the requested change in condition is considered minor and, therefore, no further notification is required.

Moved by: B. George  
Seconded by: A. Tenhove

*"The request to amend Condition No. 2 of Application B16-48-2 of the Land Division Committee decision dated May 30, 2016, be approved to read as follows:*

*'The parcel intended to be severed be conveyed to the abutting landowner to the immediate south 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.'*

*Further, the request is considered minor and, therefore, no further notification is required."*

CARRIED.

#### APPLICATIONS FOR CONSENT:

B16-45-2; A16-07-2 – David W. & Debra J. Phillips (Lot 2, Plan 41M-115, Township of East Zorra-Tavistock, formerly East Zorra – Innerkip)

Present for the application: David & Debra Phillips, owners  
63 Park Avenue, Innerkip ON N0J 1M0

D. Phillips gave the Committee an overview of the application and R. Versteegen presented the planning report.

D. Phillips indicated that the actual location of the shed is 4 feet (1.2 m) from the property line. He stated that the main reason they wished to keep the shed is for storage items while a new residence is being built on the lot to be severed.

R. Versteegen indicated it would be prudent to keep the variance in place as a precaution, but that would be at the discretion of the Committee.

Several Committee members questioned the condition of having the shed removed from the lot to be severed. D. Phillips indicated that the severed lot will require an accessory building after the new residence is constructed and requested that the shed remain on the lot to be severed. R. Versteegen indicated that the shed cannot be 'accessory' if there is no primary use, therefore the condition for removal was included.

G. Brumby questioned R. Versteegen if the objection was to the shed itself and not its location. R. Versteegen replied in the affirmative.

No other questions were raised by the Committee.

Moved by: M. Hacon  
Seconded by: A. Tenhove

*'Granted'*

B16-45-2

CONDITIONS:

1. The owners enter into a standard Severance Agreement with the Township of East-Zorra Tavistock, to the satisfaction of the Township.
2. The owners submit a payment for cash-in-lieu for parkland purposes to the Township of East Zorra-Tavistock, to the satisfaction of the Township.
3. The existing accessory structure situated on the lot to be severed be removed, to the satisfaction of the Township of East Zorra-Tavistock.
4. The owners provide a survey of the lot to be retained, indicating the location and setbacks of all buildings and structures, to the satisfaction of the Township of East Zorra-Tavistock.
5. If required, a drainage assessment re-apportionment 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 East Zorra-Tavistock.

REASONS:

1. The application for consent is consistent with the 2014 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.

A16-07-2 – Section 12.2 – Variance Granted

1. The variance requested is a minor variance from the provisions of the Township of East Zorra-Tavistock Zoning By-law No. 2003-18.
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 East Zorra-Tavistock Zoning By-law No. 2003-18.

A16-07-2 – Section 5.1.1.3 – Variance Denied

1. The variances requested are not minor variances from the provisions of the Township of East Zorra-Tavistock Zoning By-law No. 2003-18.
2. The variances requested are not desirable for the appropriate development or use of the land, building or structure.

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3. The variances requested are not in keeping with the general intent and purpose of the County of Oxford Official Plan.
  4. The variances requested are not in keeping with the general intent and purpose of the Township of East Zorra-Tavistock Zoning By-law No. 2003-18.

CARRIED.

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B16-42-3 – HAR-RIE Farms Inc. (Part Lots 15 & 16, Conc. 3, Township of Norwich, formerly Township of North Norwich)

Present for the application: Ryan Verhoog, Solicitor for the owner  
White Coad LLP, 5 Wellington St. N. Woodstock ON N4S 6P1

R. Verhoog presented the application and R. Versteegen presented the planning report.

R. Verhoog indicated his clients were in agreement with the report and all the conditions are acceptable.

G. Brumby inquired if the access were to remain as is. R. Verhoog replied in the affirmative.

G. Brumby also inquired as to who would be purchasing the severed lot. R. Verhoog indicated that it would be purchased by Van Lagen Farms.

No other questions were raised by the Committee.

Moved by: H. Elliott  
Seconded by: R. Jull

*'Granted'*

CONDITIONS:

1. The parcel intended to be severed be conveyed to the abutting landowner to the immediate south 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 existing 'storage buildings' located on the lands to be retained identified on Plate 3 of Report No: CASPO 2016-290 (attached) be removed, to the satisfaction of the Township of Norwich.
3. If required, the owners shall enter into a standard Severance Agreement with the Township of Norwich, to the satisfaction of the Township of Norwich.
4. If required, drainage assessment re-apportionment 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.

CARRIED.

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B16-47-8; A16-08-8 – Jeremy & Kourtney Legg (Lot 1, e/s Mill Street, Plan 26, City of Woodstock)

Present for the application: Jeremy Legg, owner  
23 Mill Street, Woodstock ON N4S 2V6

J. Legg presented his application and R. Versteegen presented the planning report to the Committee.

J. Legg indicated he had no comments on the report and the conditions attached are acceptable.

T. Rock inquired as to the ownership of 19, 21 & 23 Mill Street and when was the error discovered. J. Legg indicated he owned all the properties and it was discovered during the purchase process that the properties had merged.

M. Hacon inquired if 19 Mill Street would be converted to a single family dwelling. J. Legg indicated that currently two tenants occupy 19 Mill Street and one would be evicted.

No other questions were raised by the Committee.

B16-47-6

CONDITIONS:

1. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the County of Oxford regarding the installation of water services and meters.
2. The owners shall convert the dwelling house on the severed parcel to a single family dwelling to the satisfaction of the City of Woodstock Building Department.
3. The owners shall confirm that no underground or overhead services serving the retained lot traverse the severed lots, and vice versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained lots, to the satisfaction of the City of Woodstock.
4. The owners shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
5. The owners shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
6. The owners shall submit a building report prepared by a building code qualified designer confirming any spatial separation provisions required from the Ontario Building Code for the exterior walls of the dwelling structures on the retained and severed parcels adjacent to the new interior lot line to the satisfaction of the City of Woodstock Building Department.
7. The owners shall provide the required number of parking spaces for the retained and severed parcels to the satisfaction of the City of Woodstock Building Department.

REASONS:

1. The application for consent is consistent with the 2014 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.

A16-08-8

REASONS:

1. The variances requested are minor variances from the provisions of the City of Woodstock Zoning By-law No.8626-10.
2. The variances requested are desirable for the appropriate development or use of the land, building or structure.

3. The variances requested are 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.

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On the motion of T. Rock the Committee meeting adjourned at 11:20 a.m.

*Original Signed By*

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CHAIRMAN